

WESTRAY PARENT COUNCIL

Date:	Thursday, 20 th March, 2008
Time:	7.00 p.m.
Venue:	Geography Room, Westray Junior High School
Members Present:	Isla Bain, Jo MacDonald, Angela Muir, Elizabeth Drever, Margaret Hutchison (Chair), Cheryl Scott, Andrew Jessett, Sarah Cable
In Attendance:	Andrew King, Graham Bevan, Christine Harcus

1.	Apologies for Absence
Apologies for absence were received from Janette Rendall, Graham Maben, Liz Drever. Lorna Brown was also absent.	

2.	Minutes of the Parent Council meeting held on Thursday, 7 th February 2008
The minutes of the meeting held on Thursday, 7 th February 2008 were approved by Angela Muir, seconded by Jo MacDonald.	

3.	Matters Arising
<ul style="list-style-type: none"> ○ It was noted the Parent Forum have now received a final version of the Constitution. ○ The new patio doors in the Nursery have been installed, and the area is being painted. ○ Concerns regarding the hall fire exits may delay the building of the new store off the community hall. ○ The new bike sheds are now in place. 	

4.	Staffing
<p>Mr King distributed a memo previously sent to staff with staffing updates. The following points were noted:-</p> <ul style="list-style-type: none"> ○ Mr King to start teaching S3 and S4 Physics instead of S1 and S2 Science. ○ Mr McEwen to be replaced with a 9/10ths FTE resident member of staff covering Maths, R.E., ICT and Vocational Course. ○ Mrs Borland retiring from the Geography post. ○ The school is receiving funding for 5 days extra art supply and 1 hour per week additional music. ○ Mrs C Harcus' post is being advertised as either a full-time post or two part time posts. It is also a temporary post – for one year. Mr King said the post would be looked at again in one year. It is also changing from a 52 week post to a 42 week post. ○ Mrs Sullivan changing her day from Tuesday to every second Friday. ○ Ruth Bowen has been appointed to the Lower Primary job-share post. ○ John Bennett had been appointed as technician. <p>It was also noted that Midbea Schoolhouse is to be sold.</p>	

5.	Schools of Ambition
<p>Mr King reminded the WPC that Westray is one of 6 schools involved in the Schools of Ambition project.</p> <p>The project is slowly developing momentum.</p> <p>Some technology is being provided through Schools of Ambition to enhance computer technology between schools.</p> <p>It was agreed to keep IT as a regular item on WPC Agendas.</p>	

6.	School Travel Plan
<p>By agreeing to produce a School Travel Plan, the school had received the two bike sheds free.</p> <p>It was noted that no-one knew what was happening about road calming measures.</p> <p>The Plan highlights the concern of no footpaths to the south of the island.</p> <p>Mr Bevan to check the rolling programme of flashing lights.</p> <p>It was suggested that WPC send the School Travel Plan to Westray Community Council to add their voice to discussions regarding footpaths and lighting in the village.</p>	

7.	Schools Aims / Vision Statements
<p>WPC members were asked to come to the staff meeting planned for Tuesday, 25th March at 3.45 p.m.</p> <p>It is hoped that the aims / vision statement will eventually be displayed at the main door and in each room.</p> <p>WPC were reminded that child minding facilities were available by request.</p>	

8.	Guidance on Grants
<p>As the Clerk will now have to be paid through WPC it was agreed that a bank account will be required.</p> <p>Cheryl Scott was nominated, and agreed to be Treasurer. Margaret Hutchison to be the second signature on cheques. Cheryl Scott to organise opening the bank account.</p> <p>The Clerk was asked to phone Carol Richardson for the appendices to the guidance document.</p> <p>This item to be discussed at the next meeting.</p>	

9.	Repairs and Maintenance
<p>A memo from the Technical Department was looked at, to make members aware the building works with the highest priority were those relating to fire risks.</p> <p>WPC to consider writing again about car park lighting.</p>	

10.	Correspondence
<p>Two members were required to help with the Parental Involvement Strategy. Jo MacDonald and Margaret Hutchison agreed to meet with Mr King about this at 2.00 p.m. on Tuesday, 15th April. They will then report to a meeting in Kirkwall the following week.</p> <p>It is important that the Fire Safety Policy Statement works for all users of the building. It was noted that key holders have a lot of responsibility.</p>	

11.	AOCB
<p>Andrew Jessett informed the meeting that he is resigning from WPC as he is taking up a new teaching job in Scotland. WPC members wished him well.</p> <p>The Clerk to send out nomination forms which can then be posted to Chair's house.</p>	

12.	Date of next meeting
<p>The next meeting will take place on Thursday, 22nd May, 2008 @ 7.00 p.m.</p>	

The meeting closed at 8.25 p.m.