



	<p>There is currently a vacancy for a maths teacher. Interviews are taking place on 24<sup>th</sup> November for a technology teacher. Two Modern Studies teachers are leaving with one new teacher starting in January. AH has a plan in place for the four week gap until then.</p> <p><u>Property</u>  Floors have been repainted in the technology department and extraction fans have been cleaned out. These are just temporary measures for the time being. There is no timescale for the whole refurbishment as yet. JW to contact councillors and see if there is any more word about it. Parent Council and Head Teacher are becoming increasingly concerned about the department and the effects it will have on future leavers if the department is not fit for purpose. CEw suggested getting figures of leavers that go into employment within the trades to back up the need for the department to be refurbished. AH will get these.</p> <p><u>Chemical Store</u>  AH informed that the chemical store has been risk assessed and this is a health and safety risk as well as a fire risk. The issue was raised 2-3 years before AH started as head teacher but this is just being dealt with now. Drawings have been done but no timescale for this either. JW will speak to councillors about this also.</p> <p><u>Digital Estate</u>  AH explained he was promised a £40,000 budget for the 'Refresh Programme' which was to buy new computers and laptops for the school. This money was expected before the October holidays but now will not be in until June next year but AH feels the computers are required for the pupils to benefit in the computing classes so has decided to buy the new computers and pay a slightly higher price for the computers to get them as soon as possible so the computing subjects can go ahead.</p> <p><u>Car park</u>  The car park is still not fit for purpose. AH has contacted the council about this but they are surveying all car parks and then they will prioritise which ones need repaired first.</p> <p><u>Monitoring Effective Learning and Teaching in the Classroom</u>  AH prefers to do the above by standing outside a classroom and looking in rather than entering and disrupting a class. New doors were priced in January which have windows at the side to make this easier. This has been re-costed and AH is still waiting to hear back.</p> <p><u>Guidance Teachers Offices</u>  This will be centralised – two offices and a cloakroom will be made into 4 guidance offices. Drawings have been done for this but no further development so far.</p>	<p>JW</p> <p>AH</p> <p>JW</p>
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	<p><u>Quality Improvement Framework Introduced</u> This involves teachers sitting in on other teachers classes to see different teaching methods etc. Each year head has also been seeing every pupil in the year at least once per term. PASS – Pupil Attainment Support System has been used for this also.</p> <p><u>S1 Parents Evening</u> S1 parents evening took place on 22<sup>nd</sup> November. The analysis of a survey which parents filled in was as follows: 100% of parents thought their child was treated fairly. 100% of parents were clear of progress their child has made. 100% of parents received practical advice on how to support their child's learning. The lowest answer, but still a positive 87%, of parents felt that parental engagement could be better.</p> <p><u>Head Boy/Girl</u> Both the head boy and head girl have been appointed and prefects are all in place.</p> <p><u>Changes to SQA National 5 exams</u> Unit assessments have been taken away resulting in the final exam being longer – up to 2.5 hours long. The prelim and exam is the only time pupils will have the chance to do the extended exam however AH has advised that they will be giving pupils practice runs once before prelims and once again before exams to give pupils the chance to prepare themselves.</p>	
7.	<p><b>Closure of Meeting and Date of Next Meeting</b></p>	
	<p>JW closed the meeting at 20.20.</p> <p>Next meeting on Thursday 25<sup>th</sup> January 2018 at 7pm in the Conference Room.</p>	