

Ullapool High School Parent Council
Comhairle Nan Parant Ardscoil Ulapul

Parent Council Minutes Tuesday 4th February 2025 6.00pm, Ullapool High School and through Microsoft Teams

Meeting opened: 18.05pm

1.0 Present and apologies: Nadine Lunn (Chair), Sian Curley (Secretary) , Heather Smith (Treasurer), Tim Loftus, Elaine Mackaskill

Lee Coutts (Headteacher) Jo Stewart (Acting Headteacher), Andrew Inglis (Acting Deputy Headteacher)

Apologies: Chris di Rollo

2.0 Minutes of previous meetings

Jo Stewart noted error in the present list for AGM. **Action:** Sian to correct and circulate.

3.0 Matters arising from previous meetings

3.1 PC constitution

The Constitution needs to be updated. **Action:** Nadine and Lee to meet and update once Lee is settled in post.

3.2 25th Anniversary

David Crook has been getting some interest from staff. **Action:** Nadine/Sian to contact David to see how the PC can support.

3.3 Pupil social event

Will be organised by the BE Healthy group, provisional date at end of May following final exams. PC offered to support costs.

3.4 Assynt pupil transport

Sian described the impact of the roads policy for Assynt during the snowy/icy weather at the start of term and how this affected Assynt school transport. All present agreed to maintain pressure via HS contact with the Transport department and PC contact with local councillor and Assynt Community Council.

Action: Jo to follow up on Caroline's contacts with Transport.

Action: Lee to raise issue in his meeting with the local councillor

Action: Sian to attend next Assynt community council meeting

3.5 Bank account

Heather has had some administrative problems in getting the signatories changed for the account. She cannot issue any cheques until this is done.

Action: Heather to progress

4.0 Treasurer's Report

4.1 Bank account

Balance is approximately £2900 however Heather cannot access the account pending change of signatories.

4.2 Grants

Heather has applied for EDF grant.

Heather has completed Highland Council PC grant form. **Action:** Nadine to sign and submit.

4.3 Funding requests

CALL project - P7 transition project - £500

Spanish trip - £800

Much Ado about Nothing - £250

HT leaving gift - £88

All funding requests were approved.

Lee noted requirement to monitor the impact these projects have on pupil learning and wellbeing. **Action:** Lee

5.0 Head Teacher's report

See attached notes for full report

- Lee Coutts to come into post as Headteacher on 10th March
- Angela Wylie has been appointed to clerical role
- Good pupil conduct during prelims
- Andrew described options process for Senior Phase pupils
- Jo noted that SQA timetable has changed, finalised dates and times are now published on their website
- Study clubs are available during lunch breaks and after school, pupils strongly encouraged to attend these!

6.0 AOB

6.1 Communications

Nadine praised the rich choice of learning opportunities available for pupils across all year groups, noting that much of this activity is delivered by staff outside of their working hours.

Action: Lee to explore ways to promote these activities to wider community

6.2: Parent Council email address

Sian has got access to this email address

Action: Forward details to Nadine

6.3: Macphail management committee

Tim attended recent meeting of Macphail management committee as PC rep. Ideally, PC would have 2 reps at these meetings

Action: Nadine/Heather to try to attend next one

7.0: Next meeting

Ordinary meeting: 6pm Tuesday 25th March, UHS Geography Room/Teams

Meeting closed 19.15pm

DRAFT