



DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of meeting held on Thursday 5 March 2009 at 7.30p.m.

Present: Morag Readman (Chair) - Haven p.m.
Sarah Duguid & Deborah Piner – Lighthouse a.m.
Dee Davison – Lighthouse pm.
Samantha Bell P1A; Janet McDougall-Welch P1B; Shona Ronan P1C;
Sarah Watt (Vice) P1E
Susan Mowatt P2A
Jenny mcGlinchey P3C
Kirsten Pearson P4A; Isla Paterson P4C
Susan Guy P6A; Anne-Marie Napier P6B
Paul McLennan – Councillor & P7C
Councillor Norman Hampshire
Helen Gillanders H.T.
Susan Sammels & Yvonne Souness, Countess After School Club

Apologies: Cllr. Jacqui Bell; Anna Wyatt; Jackie Gourlay; Jenny Goldie;
Rhonda Elliot; Judy Newton; Rob Barley; Wendy Kellock; Lynn Carter;
Laura Bullen; Sue Anderson; Andy Napier; Sarah Everard

		Action
	<p>Morag welcomed everyone to the meeting and intimated that Paddi O'Brien has resigned as a Class Representative for P7A. It was hoped a replacement would be available soon.</p>	
<p>1</p>	<p><u>Minutes of Last Meeting:</u> Civic Week Parade: Morag had told Stephen Bunyan, Chair of Community Council, that the feeling was that the Parent Council body could not act as organiser of this event but would enquire from the wider parent forum if anyone was interested. Anyone who might be able to assist or propose a willing volunteer should let Stephen know. Cluster Meeting: Morag and Janet were to attend this and asked for any agenda items to be given to them as soon as possible. Visit to Sanderson's Wynd School: This was taking place next Thursday and if anyone had any questions etc. they wish raised they should contact Sarah Watt. The minutes were taken as read.</p>	
<p>2</p>	<p><u>Appointment of Treasurer:</u> Isla Paterson has agreed to take on this job and her offer was welcomed by the P.C.</p>	
<p>3</p>	<p><u>Head Teacher's Report:</u> <u>Budget:</u> Helen had received the budget for next session and along with her senior management team was working on how this will be allocated. It was hoped she would receive her staffing allocation within the next month and once that was known she would be in a better position to report to the P.C. Helen confirmed that the <u>extra In-service Day</u> for Curriculum of Excellence will be Monday 8 June 2009 and parents will be informed. All Nursery and Primary classes will be closed on that day. <u>Quality Improvement visit:</u> Helen gave a short resume of the visit and will e-mail the full report to P.C. members in due course. Helen expressed thanks to everyone who had helped with the "Readathon" event. This had proved very successful. The <u>Homework Activity meetings</u> had been very poorly attended. Helen was anxious to know what type of help parents wanted and a few suggestions were discussed. <u>Health Week</u> had been very successful but unfortunately the visit arranged for the School Nurse to discuss head lice in particular was not supported by parents. <u>P5 Quiz Night</u> had been a great success.</p>	<p>HG</p>

		Action
	<p>Head Teacher's Report cont'd. The <u>Behaviour Group</u> will meet on Monday 9 March and will be chaired by Fraser Parkinson from E.L. Council. Helen reiterated her desire for zero tolerance in Dunbar Primary and it was hoped this group will help to be pro-active in achieving this.</p> <p>Morag, on behalf of herself and other parents, thanked Helen and her staff for the hugely successful "Health Week".</p>	
4	<p>Library: Janet thanked all who had helped with "Readathon". This had been a fantastic success and raised a lot of money which will be fed back into books for the school. Money was still being raised and she asked for volunteers to help with the counting. Ideas on how best the money should be spent were being sought.</p> <p>Prizes for the "Readathon" will be awarded on Wednesday 25 March.</p> <p>It was also proposed to form a Library Committee to organise/ sort out the school library. Ann Johnston from East Lothian Library Services had offered help with the organisation of the library and volunteers were also needed to form and run the committee.</p> <p>The P.C. as a whole felt that "Readathon" had proved a great success and thanked Janet for her organisational skills. It was hoped that this could become an annual event.</p>	JMcDW/PC members
5	<p>Class Web Pages: Update on progress: Unfortunately, there was very little to report due to lack of response. However it was hoped that more parents/carers will become involved so that all pupils are represented.</p>	
6	<p>Sub-Committee Reports: Communications. This group will now meet bi-monthly and the newsletter will be published as and when required. It was agreed to inform the sub-committee prior to the issue of the newsletter. Class Rep. photos were being organised for the Nursery Posters and attempts were ongoing to recruit more Nursery Reps. Posters will be in position by end of March.</p> <p><u>Parent Forum Volunteers.</u> There was nothing further to report.</p> <p><u>Fund Raising.</u> Morag reported that planning of the Summer Fair was going well. However the committee was always open to any ideas. It was proposed to hold an Easter Party on Friday 3 April for P1-P7. Something different will be arranged for the Nursery pupils. A request was made for P1 and P2 to decorate the hall with posters and Helen agreed to approach staff.</p> <p>It was agreed to supply the After School Club with posters & tickets.</p>	<p>SD</p> <p>MR</p>

		Action
7	<p><u>Any Other Business:</u> (1) <u>Dog fouling</u>. Several complaints had been received. This was a very serious problem and did not appear to be being tackled by the authority. Paul suggested that people should report incidents to himself and Norman as councillors and they will take the matter forward.</p> <p>(2) <u>“Homecoming”</u>. Morag said that P.C. representation had been invited to attend a Cluster meeting which was being held on this subject. Paul said that “Homecoming” was seen as a community event and the authority was attempting to involve as many groups as possible. Dunbar Primary’s contribution will be to hold a Garden Party on 8 May and there will be a Cluster event on 23 June.</p> <p>(3) <u>Youth Forum</u>. Paul reported that this will be launched in May and the purpose will be to unite youth groups in the town.</p> <p>(4) <u>Digital cameras</u>. A request had been made by the Nursery for digital cameras and also a printer. The P.C. asked Helen to co-ordinate the requests for financial contributions for all areas of the school.</p> <p>(5) <u>Soap in toilets</u>. There still seemed to be a problem and Helen agreed to raise the matter once again with the cleaning staff.</p> <p>(6) Susan asked if the link between the school and the After School Club could be reinforced. It was agreed to display a poster in the school and perhaps include a mention in the school handbook.</p>	<p>HG</p> <p>HG</p>
8	The date of the next meeting will be Wednesday 1 April 2009.	