

## **DUNBAR PRIMARY SCHOOL PARENT COUNCIL**

### **Minutes of meeting held on 7 October 2009 at 7.30p.m. in Dunbar Primary School**

- Present:** Heather Kilfara, Lighthouse AM; Lana McEwan & Gillian Ferguson, Lighthouse PM.  
Morag Readman (Chair) & Haven AM; Stephanie Gilmartin, Haven PM  
Sue Anderson & Susan Mowatt, Woodlands AM; Claire Truswell, Woodlands PM  
Janet McDougall Welch & Kirsty Parkin, Harbour/Seashore PM  
Helen McLachlan & Helen Clark, P1A; Deborah Piner P1C; Fiona Smith P1D;  
Anna Wyatt P2A; Dee Davison & Elspeth Richards P2B; Samantha Ball P2C;  
Sheena Richards P2D  
Liz Todd & Mark Patterson P3A; Laura Bullen P3C;  
Emma Hexley P3D.  
Sonya Lugton & Emma Fairbairn P4B; Jenny McGlinchey P4C  
Bernadette Daff P5B; Isla Paterson P5C  
Lynn Fenn P6A; Cath McPhillips & Helen Muir P6B  
Sarah Laing & Gayle Pacitti, P7A; Lorna Allen P7C
- School:** Helen Gillanders HT
- Other** Susan Guy, Facilitator for tonight's meeting.
- Attendees:** Susan Sammels, Countess ASC; Cllr. Jaqui Bell; Cllr. Paul McLennan;  
Tanya Stuart; Liz Young; Pippa Johnston;
- Apologies:** Sarah Duguid; Jackie Gourlay; Jennifer Goldie; Susan Love; Anne Marie Napier.

The first meeting of the new session took the form of a Workshop and Morag introduced Sue Guy who was facilitating this. The purpose of the Workshop was to identify the Parent Council's priorities for the year ahead and begin to develop an action plan. Notes from the Workshop are appended and will be discussed further at the next Parent Council meeting.

### **Head Teacher's Report:**

Staffing: Helen reported that 4 new NQT's have settled in well. Ruth Crooks has returned from year's sabbatical and Nadia Percy-Davis will be returning in January 2010. She explained that she had been able to find funding from her budget for extra Learning Support days until at least Christmas and hoped that this will continue until March 2010 but will be dependant on how much pressure is put on spending over the period.

A new Report format for Curriculum of Excellence will be issued this session to replace the current 5-14 format which will no longer be used after June 2010. Helen asked whether parents might wish an explanation leaflet, an information evening or both. It was felt that both would be appreciated.

Charities: (1) "Jeans for Genes" will take place on Friday 9 October; (2) "Children in Need" will be observed on 20 November; (3) "Age Concern" will take the form of "Wear a Hat" on 4 December; and (4) The Christmas charity this year will be "Shelter".

School had been visited by a Quality Improvement Officer who was happy with progress to date.

Staff were working steadily on the School Improvement Plan.

The first of the Tracking Meetings with every teacher from P2-P7 had taken place.

Testing times have been planned and a list of the High Achieving Pupils has been drawn up.

To date, Helen had done 33 out of 38 Staff Development Reviews.

The new ICT Suite has been set up.

Helen was also monitoring the Forward plans and Weekly Plans.

P.E. Provision of 2 hours per week was being provided for most classes.

A Bullying incident had occurred and this had been dealt with and duly recorded. Anti-Bullying Week will be from 16-20 November.

Cycle Training was in progress and pupils about to be tested.

Helen was still waiting to hear from the Authority about the proposed additional entrance to the grounds.

The Library Committee wished to make a small charge for lost/missing books. After discussion, the P.C. decided on a voluntary contribution of approx. £3.00.

### **Other Business:**

Morag reminded everyone about the Public Meeting to be held on Monday 12 October at 7.30p.m. to report on latest update regarding the new school.

She also announced the date for "Ladies' Night". This will take place on 29 October.

She then spoke about the current healthy balance in the P.C. funds which meant that another £1000 could be given to the school as well as £1000 to the Gardening Group which has been set up. These 2 amounts were unanimously endorsed by the P.C. Helen thanked the P.C. on behalf of the school and would keep them informed of how staff would wish the money to be spent.

Cllr. Paul McLennan mentioned that additional funding for the Gardening Group may be available through "Dunbar in Bloom".

Paul/

Paul then spoke about the new Community Centre and said that it was hoped to start this in June 2010. A representative from the P.C. would be very welcome to attend meetings. The next being scheduled for January.

He also spoke about the forthcoming Budget and explained that Council's were expected to meet a 4% reduction year on year over the next 3 years . Some very difficult choices will have to be made.

There will be a Community Planning Event on Saturday 10 October from 9.30 – 12.30.

Janet made a plea for more helpers for the Library.

Dee spoke about the work of the Garden Group and the vision for the future. A "Maritime Garden" is to be created with a boat being donated by the local Sea Cadets. Raised beds were also to be a feature. Parent volunteers would be most welcome even for short periods.

**Treasurer's Report:** Isla reported that the current balance stood at over £7,000. With the proposed donations to school, gardening committee and library, there will still be a healthy balance of approx. £5,500.

She also said that arrangements were in hand to apply for charitable status for the P.C.

There being no further discussion the meeting closed at 9.15p.m.

Cllr. Paul McLennan