



DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of meeting held on Thursday 13 May 2010 in Dunbar Primary School at 7.30p.m.

Present: Morag Readman (Chair) - Haven; Susan Mowat – Woodlands a.m.
Janet McDougall Welch – Harbour/Seashore p.m.
Sarah Duguid/ Karen Brougham P1D; Deborah Piner P1C;
Audrey Cameron/Fiona Smith P1D
Sarah Watt (Vice) P2A; Elspeth Richards P2B; Samantha Ball P2C;
Jackie Gourlay/Sheena Richards P2D
Laura Bullen P3C; Jenny McGlinchey P4C;
Susan Love P5B; Isla Paterson (Treas) P5C
Sarah Laing/Gayle Pacitti P7A; Anne-Marie Napier P7B; Lorna Allan P7C

Apologies: Heather Kilfara; Pippa Johnston; Helen McLauchlan; Dee Davison;
Kirsten Pearson; Lynn Fenn; Cllr. Jacquie Bell; Delphine Roques;
Nicky Lonie

Other Attendees: Helen Gillanders HT; Rachel Hall, Teacher Representative
Cllr. P. McLennan; David Summersgill, Sign Language Interpreter

		Action
	Morag welcomed everyone to the meeting .	
1	<p>Minute of last meeting & matters arising: <u>Drinking water:</u> Janet reported that a bulk order had been placed and should be in school within next week.</p> <p><u>School Fair:</u> Volunteers - The intention was to operate shift system of approx. 1¼ hrs per person enabling everyone to join in the activities. 70/75 helpers were required and Morag asked reps. to approach as many people as possible. It wasn't necessary for volunteers to have children at the school. Morag also made a plea for donations for the Tombola Stall.</p> <p>The minutes were taken as read.</p>	ALL
2	<p>Head Teacher's Report: (1) <u>Classes for next Session:</u> Helen reported that a few parents had expressed concern about the Composite Class and also the reduction of the 4 x P3 classes to 3 x P4 classes. She reassured everyone that great care was taken in the composition of these classes. Social groupings etc. were always considered as school staff know their pupils and decisions were taken on a fair and equitable basis. Once the composite class lists are distributed to parents/carers an Information Meeting will be offered.</p> <p>Helen hoped to be able to inform parents of the class/teacher structure by 7 June 2010.</p> <p>(2) <u>School Uniform:</u> Helen had spoken to all the P7 classes on this matter.</p> <p>(3) <u>P4 Writing at Home:</u> 53 pupils had participated and school had received positive comments. Helen felt it was a very worthwhile project and will be distributing a leaflet to all parents for information.</p> <p>(4) <u>New School:</u> Next meeting will take place on Friday 14 May. Helen had met with the Architect and also the Design Team and was delighted with the proposals. A "New School Progress Board" had been created and this will be kept updated with photographs and details.</p> <p>(5) A request was made for a member of the P.C. to sit on an <u>Art Committee</u> which will hold its first meeting on Wednesday 16 June at 9a.m. Susan Mowat agreed to act as rep.</p> <p>(6) <u>Change of School Hours:</u> Only one objection had been received to this proposal.</p> <p>(7) A request was made for large pieces of cardboard for a P3D project. Sarah Laing offered to provide this.</p> <p>(8) <u>P7 Party:</u> Helen asked if the P.C. would be able to match fund the cost of decorations for this event (approx. £40.00). This was agreed.</p>	SM SL HG/IP

3	<p><u>Treasurer's Report:</u> Isla reported that the bank balance as at the end of April stood at £7364. There were two transactions pending. These included the bottles for the new intake @ £600 and the Nursery All-in-one suits @ £220. The school "Wish List" totalled just over £3000. It was agreed that the School should go ahead and order these items, with a limit of £500 for art supplies being committed prior to the School Fair. Assuming the School Fair is successful, a further £1000 worth of art supplies could then be ordered. This would leave a balance of approx. £3,600. The school had also requested assistance with the cost of transport for next session's Panto and funding for transport for pupils attending the "Riding for Disabled". It was agreed that, since this expenditure would not be incurred until next academic year, the PC would wish to meet these costs later in the year, using profits from the School Fair.</p>	
4	<p><u>Correspondence:</u> (i) <u>Dunbar Tidy Day:</u> Morag said that volunteers were being sought for this event which will take place on Sunday 20 June. Paul McLennan said that the purpose of this day was to encourage residents to tidy up various areas of the town and it was hoped that this will become an annual event. Gloves, bibs etc. will be provided for all volunteers. The event will run from 1 – 5p.m. and anyone can come along for even a short period of time. A meeting will take place on 14 June.</p> <p>(ii) <u>Parental Involvement Update:</u> The Authority was updating their Website and would like to include all Parent Council membership lists which would also list contact details. Morag would report back positively on this issue with the proviso that it will be re-considered after the P.C. AGM in September.</p> <p>(iii) <u>E.L. Association of Parent Councils:</u> A meeting is to be held on Monday 7 June in the evening. Morag will e-mail all members to invite someone to attend on behalf of the P.C.</p> <p>(iv) <u>P.C. Budget:</u> A balance of £240 had been left from this session's allowance and that amount had been transferred to the School's Budget. This will be the last year that balances will be transferred to schools.</p> <p>(v) <u>Training for Parent Council Members:</u> Suggestions were – First Aid, How to attain funding. Morag will report back to Authority.</p> <p>(vi) E.L.Council is holding an East Lothian Heritage Forum meeting on Wednesday 16 June. Morag to approach Dee to see if she is interested in attending and will open invitation up to other members if necessary.</p>	<p>MR</p> <p>MR</p> <p>MR</p> <p>MR</p>
5	<p><u>Parents' Guide:</u> Morag gave a short resume of what the Guide might contain. For a short period thereafter members divided into "Year Groups" to discuss/suggest items for inclusion. It was agreed that once the Guide was available it should be issued to parents before the Summer Break and updated once the new session has started. Class teacher input would be valuable.</p>	
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6	<u>Any Other Business:-</u> Paul reported that work on the New Community Centre will start in October. Demolition of Countess Centre, Scout Hall etc, will commence in September. He was confident that all clubs, associations etc. will be offered suitable temporary accommodation during the construction work.	
7	<u>Date of Next Meeting:</u> The next meeting will be on Monday 7 June 2010 at 7.30 p.m. in the school.	