

DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of Meeting Held On: Monday 1 June 2015 at 7-9pm at John Muir Campus

Lisa Lumby (Co-Vice Chair)
Margaret Brown (Treasurer)
Jane Lockett
Jacqui Preston
Will Collin, Dunbar Community Council
Lucy McCloughan
Joanne Robinson
Deborah Curtis

Helen Gillanders
Susan Brennan
Jaclyn Eeles
Julie Adams
Sarah Horsburgh (Co-Vice Chair)
Siobhan Thomas
Fiona Houghton

Apologies:

Tracy Gillespie (Co-Chair)
Suzanne Burgess
Michael Veitch

		ACTION
1.	APPROVAL OF PREVIOUS MINUTES AND MATTERS ARISING Lisa Lumby (Co-Vice Chair) opened the meeting and thanked everyone for attending. The April 2015 minutes were agreed by Julie Adams and Deborah Curtis.	
2.	HEAD TEACHERS REPORT <ul style="list-style-type: none">• Helen played one of the new Dunbar Primary School cursive writing videos that were created by Mrs T King & Mr R Taylor. They are on the school website in 9 parts.• A Nursery Nurse recently commented that she has spent approximately 40 hours changing children this session. Helen asked that if you know of any parents with children coming to nursery, please encourage them to potty train their children over the summer as it will enable them to enjoy nursery and be able to engage in all of the activities.• We have a lot of overdue payments for school lunches and trips. We trialled a new comment on the P6 Beamish letter explaining that if the payment didn't come in before the trip, their child may not be able to attend. Out of 108 pupils attending the trip, we only have 1 unpaid at the moment. The Parent Council were in favour of Helen adding something to the next newsletter to explain this new policy.• Dunbar Reads Aloud has been very successful and the celebration will take place at JMC and Lochend on Friday 5th June. P1 – P3 will have a disco in the hall and P4 – P7 will have inflatables, a dance instructor & kick-boxing instructor.• Callum Maguire (Queen Margaret University) will run a parent information evening and will attend a JMC and Lochend assembly to promote the Children's University.• Helen noted that pupil punctuality is improving and more children are arriving at school on time.	HG

	<ul style="list-style-type: none"> Staffing – Helen is unable to let parents know the class/teacher details for next session due to current vacancies. There will be a P1/P2 and P6/P7 composite. The current P2/P3 composite class will become a separate P3 and P4 class. Children will be added to the classes from across the year group based on age to ensure fairness. The ELC policy on composite classes will be added to the school website for parents to refer to and SMT will personally phone any children this will affect. 	HG
3.	<p>FINANCE</p> <ul style="list-style-type: none"> £8,400 in fund at the moment. Most of the activities from the session have been paid, e.g. Artist in Residence, Calendars and Cards. <u>Money still to come in from School Fair but over £2000 has been raised so far.</u> <u>Margaret now has access to the bank accounts</u> 	MB
4.	<p>SCHOOL FAIR</p> <ul style="list-style-type: none"> The School Fair was a huge success. Timings may need to be reviewed next year to avoid confusion. The Bake Off competition was a huge success, raising almost £500, but this will need to be reviewed next year for organisation of tasting time and certificates/prizes awarded. Feedback regarding the inflatables was very good however some parents did not know that £2 from the wristband went to the school. The School Fair team are meeting this week to review the event. 	TG
5.	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> The Ceilidh has been cancelled this year. Will Collin discussed the John Muir book. <u>A letter will come out from the school soon to promote the book (£5) with a return slip at the bottom giving parents the option to order one. All the money goes back into school funds and will be used to develop our outdoor learning space. The book can also be sold by P7 helpers at Meet the Teacher night in September.</u> Tracey Gillespie & Lisa Lumby will be stepping down from their Parent Council roles after two years. Helen thanked them for everything they have done and invited them to the final assembly of the year on Friday 3rd July at John Muir Campus. 	HG
6.	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be the AGM on Tuesday 1st September 2015.</p>	TG/LL

Signature of Chair: Date: