

**DUNBAR PRIMARY SCHOOL PARENT COUNCIL**

**MINUTE OF MEETING HELD ON TUESDAY 3 MAY 2011 AT 7.15 P.M. IN  
DUNBAR PRIMARY SCHOOL**



**The formal meeting began at 7.45 p.m. after the Sub-Groups met at 7.15p.m.**

**Present:-** Annie Beatty (Chair)  
Anouska Woods, Woodlands a.m.; Audrey Cameron, Woodlands p.m.  
Morage Readman/ Anne Marie Gibson P1C; Sharon McVitie P1E  
Emma Hexley P1/2; Sarah Duguid P2A  
Sarah Watt P3A; Dee Davison, P3B; Marie Savage P3D  
Liz Todd, P4D  
Jenny McGlinchey P5D

**Other Attendees:-** H. Gillanders, H.T.; David Summersgill, Sign Language Interpreter;  
L. Tierney, I.T. Adviser

**Apologies:-** Susan Brennan; Janey Nicol; Fiona Smith; Jackie Gourlay; Jane McIntyre;  
Isla Paterson; Cllrs. J. Bell and P. McLennan

		<b>Action</b>
1.	<b><u>Welcome:</u></b> Annie welcomed everyone to the meeting.	
2.	<b><u>Minutes of previous meeting &amp; matters arising:-</u></b> The minutes were approved and taken as read. The only matter arising was the Whole School photograph. Some parents had been concerned that this would mean that there would be no P7 photograph this year but Helen confirmed that she had in fact arranged this as well.	
3.	<b><u>Sub-Groups Reports:-</u></b> <b><u>Gardening:-</u></b> Dee reported that the climbers have been planted and bulb planting will take place soon. The raised beds in the internal garden had been planted up. We now have a retired lady volunteer helping out.  <b><u>Science:-</u></b> Dee also reported that plans were progressing for next year's event which will be held on the equivalent weekend and will be over 1½ days. The main focus was on funding. Plans to make arrangements to meet with the other Cluster schools will be deferred until September.  <b><u>Birthday Books:-</u></b> Sharon McVitie and Liz Todd reported that all was now updated and it was hoped to begin the handover of books to the respective children very soon. It was suggested that a training session to assist helpers with the processing of the library books would be useful.  <b><u>Summer Fair:-</u></b> Sarah Duguid and Emma Hexley gave an update on the arrangements. Marie Savage had drawn up a flyer for distribution to the parents. This will be sent out next week. Stall Leaders were urgently required to take charge of the various stalls. It was agreed to post this request on the Website. It/	

		<b>Action</b>
	<p>It was felt that a number of parents were not aware of how the monies raised by the Parent Council was being spent. This was something that was normally covered at the Annual General Meeting but because of the lack of representation by the parents at this meeting it was decided to include a detailed summary in the next Parent Forum newsletter and also to invite comments/suggestions.</p> <p>To help highlight the work of the Parent Council it was agreed that Class Reps attend the "Back to School" night (there will be 2 of these this year – one for each campus) and give a short presentation to each Year Group. In accordance with the Constitution, Class Rep. vacancies/ re-elections don't take place until the A.G.M. in September which is later than the "Back to School" nights. For this particular exercise it was suggested that the current class rep. could cover for any vacancy.</p>	<b>AB</b>
<b>4.</b>	<p><b><u>Head Teacher's Report:-</u></b> There was little to report due to the Easter break. However, Helen said that they were currently organising the election of the Civic Week Queen and her attendants.</p> <p>Also, some items from the Wish List had been purchased e.g. a castle for the P3's, puppets and bricks.</p>	
<b>5.</b>	<p><b><u>Safe Routes to school:-</u></b> It was decided to defer this until the next meeting and invite Morag Haddow for her suggestions.</p>	<b>AB</b>
<b>6.</b>	<p><b><u>Restructuring of the Parent Council:</u></b> Communication and getting people involved were the biggest issues.</p> <p>Identifying any rep. vacancies for next session before the end of this one.</p>	
<b>7.</b>	<p><b><u>Any Other Business:-</u></b> One issue was raised i.e. glass lying outside the front of the school on the walkway which was not being cleared.</p> <p>Annie will contact Cllr. Paul McLennan.</p>	<b>AB</b>
<b>8.</b>	<p><b><u>Date of next meeting:-</u></b> The next meeting will take place on Wednesday 1 June 2011 at 7.15p.m. in the School Library.</p> <p>There being no further business the meeting closed at 8.55p.m.</p>	