

DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of Meeting Held On: TUESDAY 3 MAY 2016 at John Muir Campus

Present:

Sarah Horsburgh (Chair)
Claire Ainslie (Co Vice-Chair)
Joanne Robinson
Helen Gillanders (HT)
Jaclyn Eeles (DHT)
Trudy King

Nadia Francis
Fiona Houghton
Helen Schoen
Will Collin
Julie Adams

Apologies:

Susan Brennan (Nursery Teacher)
Tracy Gillespie (Co Vice-Chair)
Mags Brown (Treasurer)

1.	APPROVAL OF PREVIOUS MINUTES AND MATTERS ARISING Sarah Horsburgh (Chair) opened the meeting and thanked everyone for attending. The previous minutes were agreed by Julie and seconded by Trudy.	
2.	HEADTEACHERS REPORT <ul style="list-style-type: none">• Letter has been sent out to parents/carers with staffing changes for next session including retirement of Mrs Clark and Mrs Wightman. A letter will be going out to parents/carers of pupils involved in any class changes.• The Senior Management Team will be working on the School Improvement Plan – reviewing this session and planning for next session. The focus next session will be Maths, Language, and closing the gap. Would like suggestions from the Parent Council on the best way forward to involve/pass information onto parents.• The Parent Council agreed to fund the cost of a gate (£170) at the quiet area at John Muir Campus and to fund the Perspex for covering the P3 Castle posters which is £240.• It was agreed that Readathon will go ahead next session with school and parent council working together. Previous funds raised have been used to keep the library replenished.• Pupil Art Exhibition – there were no additional funds that went to school from the artwork as this was a trial and school did not want to increase costs for parents. Next session this may be an option for P1 and P7 pupils and possible use to raise money for the school fund.• P3 and P6 pupils are benefitting so much from the work the Artist in Residence is doing with them (funded by Parent Council).• Lost property will be discussed with pupils during P4 transition stating the importance of all items being named and that it is their responsibility to look through lost property.• Question asked if current P4 are going to York - Pupils will be going next session but we are looking into how we organise this trip from 17/18	All

3.	<p>FUNDRAISING</p> <ul style="list-style-type: none"> • School Fair (28 May) will be opened by the Queen at 12.00 and run until 4.00pm with the year group stalls being open from 1.00 to 3.00pm. Joanne/Fiona to send Kathy information for Friday email requesting wine bottles (empty with screw top included)/full, raffle prizes and volunteers on the day. Helen to discuss poster competition with Susan Mowatt. • School Calendar – The advertisers letters are ready to go. Sarah to check if Jaime will still help organise. Pupil portraits to be drawn on first week back in August. • Christmas Cards – It was agreed to use company from Session 2014/2015, Kathy to get contact details. Claire volunteered to take this on. 	<p>HG</p> <p>SH</p> <p>KD/CA</p>
4.	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • P1 Coffee Morning – Helen Schoen is organising a P1 Coffee and Craft Morning for new P1 parents on 3rd September 2016 Possibly running from 10.00-11.00am. There will be a £1 basic charge and a Cake Stall. There will also be a Craft stall for children to do basic crafts. A letter will be sent to parents nearer the time. Parent Council agreed to provide tea, coffee and biscuits and school will provide scissors, large paper and glue sticks. • P3/P4 Transition Disco at Lochend Campus on 9th June – Parent Council will pay half of disco costs. Helpers required. • Healthy Snack helpers required for both campuses. 	
5.	<p>DATE OF NEXT MEETING – Monday 6 June 2016</p>	

Signature of Chair: Date: