



## DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of meeting held on Monday 1 December 2008 at 7.30p.m.

**Present:**

Sarah Duguid, Lighthouse P.M.; Dee Davison, Lighthouse P.M.  
Anna Wyatt P1A; Janet McDougall-Welch P1B;  
Lynn Carter & Shona Ronan P1C; Jackie Gourlay P1D;  
Sarah Watt P1E  
Wendy Kellock P2A; Laura Bullen P2C; Emma Hexley P2D  
Sarah Everard P3A; Jenny McGlinchey P3C  
Sarah Fletcher & Kirsten Pearson P4A; Isla Paterson P4C  
Rob Barley P6A; Anne Marie Napier P6B  
Paddi O'Brien P7A; Eileen Fisher P7B; Paul McLennan Cllr./P7C  
Helen Gillanders HT; Gordon MacKenzie DHT  
Norman Hampshire Cllr.

**Apologies:**

Jacquie Bell, Cllr.; Samantha Ball; Rebecca O'Regan (Treas.);  
Sue Anderson; Sue Guy; Lorraine Laird; Judy Newton;  
Jennifer Goldie; Andy Napier; Deborah Piner

		<u>Action</u>
	Morag welcomed everyone to the meeting and introduced Gordon MacKenzie, new DHT for the school.	
1	<p><b>Minutes of last meeting:</b> These were taken as read.</p> <p><b>Matters arising:</b> (1) <u>Puddles at school gates:</u> Paul expected this to be dealt with in time for the start of the new term in January 2009.</p>	
2	<p><b>Head Teacher's Report:</b></p> <p><b>Recycling in Dining Hall:</b> Helen had heard back from Elite Catering that they had no facilities for this at present. The ECO Group arrangement will continue. With regard to a cashless system Elite had no funding to introduce such a scheme.</p> <p><b>Automated Call:</b> Helen had been successful in getting funding and the company were currently exploring security procedures. Parents will be kept informed of how the system will be set up and it was hoped this will be up and running in January. Dunbar Primary will be the first school in East Lothian to have this particular system.</p> <p><b>Visit to Sanderson's Wynd:</b> This could take place on any Thursday evening. Once a date had been agreed Helen will arrange for George Hay, Architect to also attend.</p> <p>The <b>Anti-Bullying/Friendship Week</b> had been very successful and will be fed into the draft Policy which will be available for next PC meeting. P6 is putting together a leaflet for all pupils which will be distributed in the new session.</p> <p><b>A Playground Group</b> has been formed and training is being arranged for Playground Supervisors. Games are ready to be sprayed on.</p> <p>There had been more <b>Exclusions</b> than Helen would wish. She is dealing firmly with inappropriate behaviour and unacceptable foul language.</p> <p><b>P3 Nativity:</b> A request was made for assistance to serve teas on <b>Friday 12 December</b> after the Nativity.</p> <p><b>P5 Art Show</b> will take place on Tuesday 2 December.</p> <p><b>Internet Safety:</b> Helen was arranging a speaker on this subject for mid-January 2009 aimed specifically at P5 upwards, but all parents welcome</p> <p><b>ECO Cards:</b> The ECO group are selling stamps to raise funds for the local Day Centre. It was suggested that a recycling collection (similar to that of TESCO) could be organised as well as the collection of used stamps.</p>	<p>HG</p> <p>HG</p>

	<b>Head Teacher's Report cont'd</b> <b>Budget</b> – There was nothing further to report at present the situation remaining the same – 2.25% efficiency saving – equivalent to £56,000.	<b>Action</b>
<b>3</b>	<p><b>East Lothian Council's Budget Consultation:</b>  A lengthy and detailed discussion took place regarding the P.C. response to this Consultation document. Morag explained that a group had been set up called East Lothian Association of Parent Council Members and they were holding a meeting on Tuesday 2 December inviting all P.Cs to offer their input in responding to the Consultation process and to assist in the adoption of a Policy Statement on the Budget implications for education.</p> <p>Morag &amp; Isla, being the only members of the Dunbar Primary P.C. who had volunteered to work on the response, had drawn up a draft letter which Morag circulated to the meeting. This letter was approved by the P.C. and it was agreed that Morag and Rhonda and any other member who was able to go along, should attend the meeting on Tuesday to represent the P.C. on the basis of suggestions discussed.</p> <p>The Dunbar Primary P.C. draft response will be sent out to the Parent Forum on <b>Friday 5 December</b> asking for feedback by <b>Friday 12 December</b> to enable the final draft to be submitted to the authority by the closing date of <b>Friday 19 December</b>.</p> <p>The members expressed thanks to Morag and Isla for their hard work in drawing up the initial draft letter.</p>	
<b>4</b>	<p><b>Spending Funds to support the school:</b>  The meeting approved the release of £3,000 (which includes £450 to Nursery classes for items already identified).</p>	<b>HG/RO'R</b>
	<p>Due to the length of time spent discussing the extremely important subject of the Budget implications, it was not possible to deal with the remaining agenda items.</p>	
	<p><b>Any other business:</b> Anne Marie asked if a list could be provided at the start of each term with the proposed dates, times and any assistance which might be required for class activities/outings etc. This would help greatly in co-ordinating helpers. It was also felt that prior notice of anticipated costs of outings would be helpful.</p> <p>Advance notice that <b>Burns Night</b> will take place on <b>Friday 30 January 2009</b>.</p> <p>A "Free Cycle" of toys, books etc. in the school was suggested.</p>	<p><b>HG</b></p> <p><b>HG</b></p>
	<p>The date of the next meeting will be <b>Tuesday 6 January 2009</b>.</p>	

