



DUNBAR PRIMARY SCHOOL PARENT COUNCIL

Minutes of meeting held on Wednesday 21 April 2010 **In Dunbar Primary School at 7.30p.m.**

Present: Morag Readman (Chair) - Haven
Heather Kilfara – Lighthouse a.m.; Gillian Ferguson, Lighthouse p.m.
Stephanie Gilmartin, Haven p.m.
Susan Mowatt/Sue Anderson – Woodlands; Janet McDougall Welch –
Harbour/Seashore p.m.
Helen Clark P1A; Sarah Duguid P1B; Audrey Cameron P1D;
Sarah Watt P2A; Dee Davison P2B
Kirsten Welsh P3B; Jenny McGlinchy P4C; Kirsten Pearson P5A;
Andy Napier (for Anne-marie) P7B

Apologies: Claire Truswell; Helen McLachlan; Deborah Piner; Fiona Smith;
Elsbeth Richards; Samantha Ball; Marie Savage; Jackie Gourlay;
Sheena Richards; Mark Patterson; Jennifer Goldie; Bernadette Daff;
Isla Paterson; Lynn Fenn; Sarah Laing; Lorna Allan

Other Attendees: Helen Gillanders HT; Rachel Hall, Teacher Representative

		Action
	Morag welcomed everyone to the meeting and introduced David who would be "signing" for Audrey.	
1	<p><u>Minute of last meeting & matters arising:</u> <u>Annual Holiday Dates:</u> The proposed dates option had been sent to the Authority.</p> <p><u>Community Based Management of Schools Conference:</u> This was being held on Thursday 22 April. It was understood that only 1 P.C. member could represent. Morag will be attending.</p> <p><u>Pipe Band Contest:</u> The school playground had proved unsuitable for parking so many cars. Morag thanked those who had offered help.</p> <p><u>Drinking water:</u> Janet reported that a supplier of bottles had been sourced and a bulk order placed. The bottles will be provided free to the new intake and pupils from other stages will be able to purchase them.</p> <p>The minutes were taken as read.</p>	MR
2	<p><u>Head Teacher's Report:</u> <u>Writing at Home Project:</u> Helen asked P.C. members to encourage parents of P4 pupils to attend the meetings which are being held on 28th, 29th April and 4th, 5th May.</p> <p><u>Curriculum of Excellence Presentation:</u> 25 Parents had attended the afternoon presentation but only 11 in the evening. The meetings had proved very interesting and gave parents an insight into what Curriculum of Excellence was about as well as explaining the new report format. School Reports will be issued on Monday 21 June. This is slightly later than normal but was due to the new format. This will still give parents 2 weeks to respond. A covering letter will try to explain all the new items. Pupils will give written comment on their reports before distribution to parents.</p> <p><u>Change of school day arrangements next session:</u> There will be 4 extra classes next session. To ease congestion in the playground etc. it was proposed that P1, 2 & 3 share breaks and lunchtimes. The lunch breaks will be reduced to 45 mins. The Dining Hall is able to cope with these changes. This would mean that P1 & 2 will finish school at 2.50p.m. and everyone else at 3.10p.m. This will be a temporary arrangement for next session only. Helen asked P.C. members to gather info. on this matter from parents but she will also be informing parents in her next newsletter.</p> <p><u>Items Costings:</u> Helen gave an indication of the items on the school's "Wish List" and approx. costings. It was agreed to commit the sum of £2000 to the school now, with a view to giving a further amount later in the year. Helen will prioritise from the list for the current spend. She thanked the P.C. for their generous contribution.</p> <p><u>Early Closure:</u> The Director of Education had given permission for the whole school to close at 2.50p.m. on the last day of term i.e. 1 July 2010.</p> <p>Readathon/</p>	

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2	<p><u>Head Teacher's Report cont'd.</u></p> <p><u>Read-a-thon:</u> Helen expressed how fantastic the event had been again this year. On behalf of the P.C. Morag gave a huge vote of thanks to Janet for all her hard work and, in return, Janet thanked all her helpers. Janet also mentioned the continuing need for Library volunteers. Sarah agreed to liaise with her on this.</p> <p><u>Classes:</u> There will be 27 classes next session. There will be a composite class at P1/2. The current 4 x P3 classes will be condensed into 3. Parents will be notified in due course.</p> <p><u>ECO Club:</u> A request was made for unwanted beads, jewellery and woolly jumpers.</p>	JMCD/ SW
3	<p><u>Treasurer's Report:</u> Isla was unable to attend the meeting but Morag reported that there was little change. She also said that the Read-a-thon had generated an income of just under £10,000.</p>	
4	<p><u>Correspondence:</u> A discussion took place on the results of the Parent Council Questionnaire. Unfortunately, some of the members were not aware of the questionnaire. However, of the 16 responses which had been submitted the results showed the following:- (1) Only 68.8% felt that the Dunbar Primary P.C. meetings were productive as compared to 91.8% of all schools in East Lothian. Morag wondered how the meeting felt about these figures and if/where we were going wrong? The size of the school had a bearing on how effective P.C. members could be but it was acknowledged that perhaps we needed to find alternative ways of getting the wider parent forum to engage with the P.C. To reduce the length of the meeting, it might be useful to have prior knowledge of the Agenda items as well as the Head Teacher's and the Treasurer's reports. This would also allow parents to inform their class rep. of any matter they wished raised at the meetings. Working Groups and the Website had been tried but for various reasons been unsuccessful.</p> <p>It was vital to try to tap into the wider resources of the parent forum. "Meet the Teacher" nights could prove an ideal opportunity. Helen felt that the P.C. had a fantastic set up and were doing a very good job.</p> <p>(2) 50% of Dunbar Primary agreed/strongly agreed they were satisfied with the information provided from the school regarding their child's education as compared to 77.5% from all schools. D.P.S. seemed to be responding very differently from the rest of the county. The general consensus was that the P.C. members were happy with the frequency of meetings and the current method of communication was effective.</p>	
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5	<p>School Fair: Morag made a plea for as many volunteers as possible. The hall won't be available until the day of the Fair so "bodies" will be needed from 8a.m. onwards and also for assisting with the clearing up at the end of the Fair.</p>	
6	<p>Next Meeting: The next meeting will be on Thursday 13 May 2010 at 7.30p.m. in the school.</p> <p>The meeting closed at 9.05p.m.</p>	