

**DUNBAR PRIMARY SCHOOL PARENT COUNCIL**

**Minutes of Meeting Held On: MONDAY 7 MARCH 2016 at John Muir Campus**

**Present:**

Sarah Horsburgh (Chair)  
 Joanne Robinson  
 Helen Gillanders (HT)  
 Jaclyn Eeles (DHT)  
 Susan Brennan (Nursery Teacher)  
 Helen Faulds  
 Julie Adams

**Apologies:**

Trudy King  
 Tracy Gillespie (Co Vice-Chair)  
 Mags Brown (Treasurer)  
 Will Collin  
 Claire Ainslie (Co Vice-Chair)  
 Siobhan Thomas  
 Nadia Francis

Fiona Houghton  
 Sam Stebbing

1.	<p><b>APPROVAL OF PREVIOUS MINUTES AND MATTERS ARISING</b></p> <p>Sarah Horsburgh (Chair) opened the meeting and thanked everyone for attending. The previous minutes were agreed by Joanne and seconded by Julie.</p>	
2.	<p><b>HEADTEACHERS REPORT</b></p> <ul style="list-style-type: none"> <li>• Next session there will be two extra classes at Lochend (20 classes) and there will be 15 classes at John Muir Campus (same as this session). There will be five teaching posts advertised including Mrs Whitehead's maternity post which will be filled by Easter holidays. Miss Cooke got married and is now Mrs Veitch.</li> <li>• There is an Art Exhibition on: Tuesday 26 April for P1-P3 selling their mounted Art work and on Wednesday 27 April for P4-P7. The cost of the pictures is £6.50 (no profit raised).</li> <li>• P6 initial cluster transition event is an enterprise day at Dunbar Grammar on Wednesday 27 April.</li> <li>• A letter will be going out to pupils of P4C regarding replacement teacher for Mrs Whitehead who will be going on Maternity leave in May.</li> <li>• P7 Camp – no longer able to hold as a cluster event due to high numbers.</li> <li>• P3 Transition activities will start after the Easter holidays – letter will go out to parents with dates and events. P4 parents/pupils will have a questionnaire to see if we need to make any changes based on their experiences. P3 pupils will be working with P6 pupils instead of P4.</li> <li>• Lochend Extension – currently running approximately 3 weeks behind schedule but hoping to make up some time and handed over to school by middle of May.</li> <li>• Scifest Workshops – these events are for all pupils (lights, construction, sound, endangered animals). Kathy to send Groupcall reminder for £1 donation.</li> <li>• Noah's Flood – this is a community event which is part of Lammermuir Festival (opera using pupils from DPS/DGS and local people) at the Parish Church in September. P4-P7 pupils will be invited to participate but must commit to the rehearsals at the weekend.</li> <li>• World Book Day tokens were issued to all pupils.</li> </ul>	KD

3.	<p><b>FUNDRAISING</b></p> <ul style="list-style-type: none"> <li>• Mags Brown has resigned from her post as Parent Council Treasurer – if you are interested in this post please contact the school office.</li> <li>• <b>School Fair:</b> A meeting will be held at Hallhill – Kathy to send out groupcall. All local businesses have been approached to enable all funds raised to go to school. Funds raised from the School Fair will go towards the outdoor classroom. Helen is looking into cost and availability of the play pods.</li> <li>• The Parent Council agreed to fund the licence for the school to carry out literacy testing – Helen will provide a costing at the next meeting.</li> <li>• There is currently £5868 in the Parent Council Account. It was agreed that the parent council would give £150 for props for the P7 end of year show.</li> </ul>	KD  HG HG
4.	<p><b>ANY OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>• Unfortunately Dunbar Primary did not receive invitation to the Children’s passport graduation at Queen Margaret’s College (Helen to check with Callum). Some parents went to the event and reported that it was a lovely day and lots of photographs were taken.</li> <li>• Jamie Orr will start the running club at John Muir Campus (8.05 to 8.40am) after Easter. (Please contact the school office if you are able to help).</li> <li>• A suggestion was put forward for a fundraiser disco being held at John Muir Campus for P3/P4 pupils. Helen to discuss with Elaine Albano.</li> <li>• York Trip – it was suggested that a payment schedule could be used on the format for collection of money eg £20 must be paid by (date).</li> <li>• Helen thanked the volunteers for removing the staples from the wall at John Muir Campus.</li> <li>• Mel Mitchell offered to help with Readathon next session.</li> </ul>	HG    HG
5.	<p><b>DATE OF NEXT MEETING</b> – Tuesday 3 May 2016</p>	
6.	<p><b>MEETING DATES</b></p> <ul style="list-style-type: none"> <li>• Tuesday 3 May 2016</li> <li>• Monday 6 June 2016</li> </ul>	

Signature of Chair: ..... Date: .....