

DUNBAR PRIMARY SCHOOL PARENT COUNCIL

**MINUTE OF MEETING HELD ON THURSDAY 4 NOVEMBER
2010 AT 7.30P.M. IN DUNBAR PRIMARY SCHOOL**



The formal meeting began at 7.30p.m. after the Sub-groups had met at 7p.m.

Present: Annie Beatty (Chair)
Anne-Marie Gibson, Lighthouse p.m.
Anouska Woods, Woodlands a.m.; Audrey Cameron, Woodlands p.m.
Kirsty Parkin, Harb/Sea p.m.
Morag Readman P1C; Sharon McVitie P1E
Sarah Duguid P2A; Fiona Smith P2B; Heather Black P2C
Dee Davison P3B; Marie Savage P3D
Jennifer Goldie/Kirstin Welsh P4B; Liz Todd P4D
Jenny McGlinchey/Lorraine McLuckie P5D
Cath McPhillips P7C

Other Attendees:- Helen Gillanders H.T.; Susan Brennan, Teacher Rep;
David Summersgill, Sign Language Interpreter
Lawrence Tierney, Parent

Apologies:- Angela Graham, Mark Patterson, Sarah Watt, Isla Patterson (Treas),
Ross McAllister, Stephanie Gilmartin, Sue Anderson, Janine McHutchon,
Julie McAlpine, Janey Nicol, Catriona Reece-Hall, John Donovan, Jackie Gourlay; Cllr.
Paul McLennan

		<u>Action</u>
1	<p><u>Sub Groups Reports:-</u></p> <p><u>Science:-</u> Aims</p> <ol style="list-style-type: none"> 1. Meet up with Science Co-ordinator and teachers in terms of supporting the delivery of science and maths in school. 2. Identify, engage and utilise the expertise of Scientists in Dunbar. 3. Organise and deliver 1 Science Event in the School – possibly March/April. 4. <u>Longer term aims –</u> (a) Create a Science Lab for the new school. (b) Science Club for pupils meeting either weekly or monthly – possibly at lunchtimes or weekends. <p><u>Literacy:-</u> Aims –</p> <ol style="list-style-type: none"> 1. Investigate how the Library is run. 2. Best way forward with the new School regarding planning, layout etc. and re-allocation of books. 3. Spend money filling in any gaps in book provision. 4. Read-a-Thon – Co-ordinate calendars; Roadshow on Parents Evenings? 5. Reading Focus – expand and increase volunteer involvement. 6. Birthday Books – How does this work? <p>Solidify and promote all above.</p> <p><u>Garden/Playground:-</u> Dee gave a comprehensive update on the Garden.</p> <ol style="list-style-type: none"> 1. Lunchtime Gardening Club being held on alternate Thursdays. 2. Boats (donated by North Berwick Harbour Trust) now in place and these will be planted up. 3. Two further raised beds to be created. 4. Fantastic plans for the new School, including a Landscape Arch, fruit trees and grass spaces. <p>Application for funding being made to the Civic Fund.</p> <p><u>Events & Fundraising:-</u></p> <ol style="list-style-type: none"> 1. Nursery Toy Sale – This will be held on Friday 3 December. It was felt that this event should be opened up to the whole school in future and not just the Nursery. 2. Information on all key events need to be co-ordinated and entered into an Events Calendar so that they don't clash. 3. A Logo to be designed for e-mail communication by Sarah Duguid. Dee was in process of drawing up a Directory of local businesses to approach for fund-raising. 	SD

2.	<p><u>Approval of Minutes & Matters arising:-</u> Annie spoke about the Interactive Whiteboard which had been purchased prior to full P.C. approval. This had been an emergency purchase. In future all requests for funding should be made to the P.C. four weeks prior to the following meeting so that formal approval can be considered. If the school needs to make an emergency request in a shorter timescale all parent council members should be contacted about this at least one week prior to a meeting. Annie proposed this should be discussed as a constitutional addition in 2011. The Minute was taken as read.</p>	
3.	<p><u>Correspondence:-</u> Annie mentioned the amount of correspondence received from the Authority as well as the Parent Council Website. It was agreed to create an "Alert System" so the P.C. Reps would be made aware of important information. A request was made for a demonstration of the P.C. Website for Reps.</p>	AB
4.	<p><u>Charitable Status:-</u> It was decided to defer this item until the meeting in February 2011.</p>	
5.	<p><u>Communication Notice Boards:-</u> A discussion took place on the possibility of a Communications Notice Board being erected outside the school gate. This would mirror the display boards within the school. A notice board to display posters/information to help support families was also considered. Helen agreed to investigate these possibilities with the Authority as planning permission may be involved. Setting up displays of children's work in Doctors/Dentists' surgeries in the town was also spoken about. This could be done on a "rotational" basis.</p>	HG
6.	<p><u>Any Other Business:-</u> <u>Hallowe'en Disco:-</u> Annie said that this had been a tremendous success and enjoyed by all. Thanks to everyone who had come along. The pupil Council had done a great job. It was agreed to approach Orlando Sammels to supply the music for next year. <u>Reminder</u> that "Thank you" letters be sent out to everyone who helps. <u>Fruit Fridays</u> – Annie had set this in motion and it was hoped to expand on the idea. <u>Playground Games</u> - It was hoped to arrange a week in the Springtime. <u>Ladies' Night:-</u> This was one of the biggest fund-raisers and currently organised outwith the Parent Council "umbrella". Whilst Lindsay Barley's efforts in the organisation of this was very much appreciated, it was felt that the Parent Council need to decide whether this event should be adopted <u>Bike Sale:-</u> This had raised the sum of £130.</p>	

7.	<p><u>Head Teacher's Report:-</u></p> <p><u>Communication Provision Base:-</u> This was currently located in Musselburgh Burgh P.S. Dunbar Primary has been asked to look at accommodating part of it, possibly by Aug 2011.</p> <p><u>Parents' Nights:-</u> Travelling Books will be in attendance.</p> <p><u>Volunteers' Coffee Morning:-</u> Will take place on Friday 12 November from 9a.m. Notices have been sent out via pupils and e-mail</p> <p><u>Fundraising:-</u> Thank you to P.C. for £400 received from Disco. This will be used to buy playground items.</p> <p>£640 had been raised on the <u>Richard Taylor Day</u>. A video will be shown during Friendship Week. There will also be an Assembly on Bullying.</p> <p><u>Detention:-</u> This was being set up for the P6 & P7 Stages.</p> <p><u>School Uniform Survey:-</u> This needs updating and a Questionnaire is currently being drawn up.</p> <p><u>Staffing:-</u> Diane King going on Maternity Leave from Easter; Lorna McNeil on same from May.</p> <p>Marion Thomson, Music Specialist is retiring with effect at end of this year.</p> <p><u>"Children in Need":-</u> The theme this year is "Go Spotty & Go Dotty". Events will be held on 18th November for the Nursery & 19 November for school.</p> <p>P5 – P7 are being offered a <u>"Piping & Drumming" Workshop</u>.</p> <p><u>Standards & Quality Report :-</u> Any comments or questions Helen will be happy to discuss.</p> <p><u>Homework:-</u> The pupils had all indicated that they were very happy with the homework policy.</p>	
8.	<p><u>Next Meeting:-</u> This will take place on Monday 6 December 2010 in the school and will take the same format i.e. Sub-Groups meet at <u>7p.m.</u> followed by meeting at <u>7.30p.m.</u></p>	