



DUNBAR PRIMARY SCHOOL PARENT COUNCIL

ANNUAL GENERAL MEETING held on Tuesday 7 September 2010
in the School at 7.30 p.m.

1	<p>Morag Readman, Chair, opened the meeting by welcoming everyone and explaining that the AGM was an opportunity to look back on the activity of the P.C. in the past year and a view of things in the year ahead. She also formally intimated her wish to stand down as Chairperson.</p>
2	<p>Chair's Report: Looking back there had been some great achievements and also some challenges. The successes were not all down to the P.C. as there had also been great support from both the school and parents. Nevertheless the hard work and commitment of the P.C. was very much appreciated by both pupils and teachers. For example, a huge number of people, giving lots of their time, had made a tremendous change to the School Library and members should be very proud of this achievement. The Healthy Snack was another thing to be proud of. School trips & events had been well supported by parents. There was a huge amount of work going on in the School Garden and the children were being involved in this. Most schools would be unable to do this without such support. Other areas included Cycling and Walk to School weeks; Sports coaching and Reading. Morag did not wish to express thanks to anyone in particular because there had been such a large number of people putting in so much effort.</p> <p>Ladies Night had been another great success. (This year it will take place on Thursday 18 November).</p> <p>The second year of Read-a-thon had once again raised a huge amount of money. Grateful thanks went to Janet and everyone else who had helped over the past two years.</p> <p>The/</p>

2.

Chair's Report cont'd.

The **Summer Fair** was another fantastic and hugely successful event. There had also been some new things taking place such as the **Toy Sale** at Christmas time for the Nursery.

Really good work was going on in the school and every attempt should be made to encourage even more people to become involved by "spreading the word."

The 2009/10 session had begun with a **Workshop** to find the best way forward for the Parent Council and to examine it's role. The main item which arose was "communication" between parents and school. The Senior Management Team had been very supportive and Morag had talked regularly with the school on a less formal basis. A vast amount of help had also been received from the Administration Staff in the School Office and the P.C. was very grateful for this particularly as it was in addition to their normal duties.

There was also a good relationship between the P.C. and East Lothian Council. Communication with parents was a number one priority for the P.C. and to this end regular Parent Forum News were distributed. There was also a Parents' Guide for the new P1 intake and it was hoped to eventually roll this out to all stages.

Morag pointed out the need for regular commitment to attend meetings within the Dunbar Schools Cluster and the East Lothian Association of Parent Councils. This was particularly important with the possibility of the Authority devolving responsibility to Cluster groups if Community Based Management of Schools progresses. It was important, therefore, to bring in as many new people as possible and to establish what structure the Parent Council should take. Going for "charitable status" was being considered but some issues still needed to be resolved. This could open up access to many areas of significant funding.

Morag highlighted the need to reconsider the purpose, priorities and structure of the Parent Council, explaining that the previous attempts to have sub-committees in addition to monthly Parent Council meetings had met with mixed success.

There were some challenges ahead such as the Budget Consultation with the Council and also the new Lochend Campus school. Once completed there would be two school buildings so many more helpers will be needed.

Finally, Morag mentioned a few areas which required support from helpers – (1) Friday 10 September was "paste up" day for next year's Calendar; (2) Healthy Snack and (3) the Library.

Grateful thanks were expressed to Morag for the amazing job she had done as Chair.

3.

Treasurer's Report:- Isla reported that the P.C. had had a fantastic year for fundraising. The current balance was £7,500+. This will enable the P.C. to donate money to the school's "Wish List" and this will be discussed at the next meeting.

School Fair:- £4,500 on the day. £2,810 profit.

Calendars - £2,500. £1,800 profit.

Ladies Night - £700.

£6,200 has already been pledged to the school for various items on "Wish List".

3.	<p><u>Treasurer's Report cont'd.</u> Read-a-thon had raised a massive £9,600 which was being ploughed back into the school library in the form of books and furniture. With regard to applying for Charitable status, Isla explained that a requirement for this was the submission of an appropriate Constitution and this was being dealt with. Morag added that the P.C. was very grateful to the Admin. Staff in the School Office for their help in handling the various amounts of monies.</p>
4.	<p><u>Appointment of Class Representatives:-</u> Morag said that there had been a number of expressions of interest and names/classes were on the notice board. It was essential however to communicate with the wider parent forum to advise of any vacancies.</p>
5.	<p><u>Appointment of Office Bearers:</u> Annie Beatty had expressed interest in becoming the new Chairperson for the next year and, with the approval of those present she was duly appointed. Annie then gave a short resumé of her past experience on a School Board and also as a member of a P.T.A. She also expressed how she would like to see the P.C. going forward and distributed some notes which included a questionnaire. Completed forms should be handed into the school office marked for her attention. The vacancy of Vice-Chair remained to be filled. Isla would remain as Treasurer for the next year.</p>
6.	<p><u>P.C. Meeting dates 2011:-</u> This item will be included in the Agenda for the next meeting . <u>This will take place on Wednesday 6 October 2010 at 7.30p.m. in the school.</u></p>
7.	<p><u>Any Other Business:-</u> Morag mentioned the following:- Training of P.C. members in relation to Parental Involvement Update document. A meeting will be held at John Muir House on Tuesday 14 September 2010 in the evening to discuss School Budgets and Efficiency Savings. Annie agreed to attend. A.B. Recruitment & Selection Training will be held in Musselburgh Grammar from 6.30 – 9p.m. on Wednesday 29 September 2010. This training was necessary for any member of the P.C. who wished to be considered for inclusion on the appointments panel for Senior Management vacancies in the school. A meeting about Grant Funding will be held in Haddington on Tuesday 12 October 2010. This could prove to be very useful particularly with the prospect of the new school. Anyone interested in attending these training sessions should contact Annie.</p>
8.	<p><u>Close:-</u> There being no further business Morag closed the meeting at 8.40p.m.</p>

