

DUNBAR PRIMARY SCHOOL PARENT COUNCIL

ANNUAL GENERAL MEETING held on Tuesday 6 September 2011
In Lochend Campus at 7.30p.m.



Attendance:- A. Beatty (Chair); D. Davison; A. Cameron; S. Watt; E. Fairbairn; S. Lugton; J. McGlinchey; F. Houghton; E. Blair; C. Reece-Heal; E. Hexley; R. Elliot; A. Gibson; L. Tierney; C. Love-Rodgers; D. Curtis; N. Hamilton; K. Wilson; K. Parkin; M. Readman; H. McLachlan; J. Lough; S. McVitie; L. Todd; K. Bunyan; N. Lonie; E. Clark; M. Clark; S. Duguid

<p><u>1.</u></p>	<p>Annie Beatty, Chair, opened the meeting by welcoming everyone and explaining that the AGM was an opportunity to review the work of the P.C. over the past year. She also explained that she had taken on the role of Chair last September with the intention of serving for one year and this meeting would be her last as Chairperson.</p>
<p><u>2.</u></p>	<p><u>Chair's Report:-</u> Annie explained that she had been very impressed with the leadership in the school, both from Helen Gillanders, the Head Teacher and her Management team who were all very focussed on achievement. The Parent Council role is to create a support network and she had been delighted with all the members of the P.C. who had embraced all her expectations. It was also the role of the P.C. to listen to the wider parent forum and to help with fund-raising for the school. In this respect Annie had introduced the creation of Sub-Groups within the P.C. under various headings e.g. Science; Library; Garden; Fund-raising. These sub-groups had met prior to the main P.C. meetings and then reported back to the main meeting. This arrangement had proved extremely successful.</p> <p>2010 – 2011 had been a very good year with the following achievements:- Fruit Fridays had been introduced to encourage healthy snacks; Hallowe'en Disco; Storytelling Week; Nursery Toy Sale; Ceilidh after Christmas; the Science Festival which had proved to be a remarkable event and was expected to take place over 2 days this session; Sale of Calendars; Birthday Books; Summer Fair ; Readathon and many other things. The P.C. had also liaised with the school regarding the Homework Policy.</p> <p>All these things couldn't be so successful without the support of the P.C. members and the good relationship with the school.</p> <p><u>Constitution:- /</u></p>

2.

Chair's Report cont'd.

Constitution:

Annie talked about the review of the Constitution and, after careful consideration to the role of Class Reps. and Co-opted members, she felt that the changes that have been made with regard to a greater involvement of more parents from each class, the Constitution can stand unchanged and it actually already supports the changes of a request for wider involvement. To re-iterate what is stated she said that there would be 2 Class Reps. positions available per class and other parents who wish to be involved will be members without voting rights. Voting on issues such as financial decisions should be made with 2 weeks' notice of matters. It is important not to take financial decisions at meetings that have not been previously tabled.

Head Teacher's Report:-

(Helen began her report by thanking Dee for her assistance with the Presentation.)

Helen said that the relationship with the P.C. was one of partnership – school delivering the education and the P.C. providing support. She then listed the ways in which the P.C. had provided financial support to the school so that parents could be made aware of where their money was being spent.

1. The largest contribution came from the ever-successful **Readathon**. A total of **£11,000+** had been raised and the sum of **£5,856** had already been spent.
2. Interactive Whiteboards.
3. Contribution towards **Travel costs** and also the **Hardship Fund** for pupils who might need a little extra help.
4. Transport for **Riding for the Disabled**.
5. **Art** supplies.
6. **Gym bags**, items for the **P7 Leaving Party**, **Ice cream** in June.
7. **School Membership of the National Trust**.
8. Gifts for **retiring teachers**.
9. **Models & Lego** for **P3 Castles** topic and **resources** for **P1 & P2**.

In previous years the school had also received the following:- **Video camera; water bottles; Picnic benches; John Muir Garden supplies; Playground toys; a Bowling Mat; Nursery/P1 suits; many, many books.**

Helen expressed grateful thanks on behalf of herself and her management team.

<p>4.</p>	<p><u>Treasurer's Report:</u></p> <p>Due to work commitments Isla Paterson, Treasurer, was unable to report in person but, on her behalf, Annie distributed the audited accounts for the year ended 30 June 2011 which showed a healthy balance of £7,034. Earlier, it had been decided to hold back spending on this balance until the Lochend Campus was established as it was expected several items will require to be purchased.</p> <p>On behalf of the P.C. Annie expressed her thanks to Isla who had done the accounts for the past 2 years.</p> <p>It was also pointed out that, for convenience, the money raised from Readathon was held in a separate account. Again, Annie expressed grateful thanks to Janet (who's idea this had been originally), Rhonda and Lorraine for all their hard work in this respect.</p> <p>Ladies'Night. Annie explained that Lindsay Barley was unable to continue this project and she hoped that people would volunteer to ensure that such a successful and popular event would take place.</p> <p><u>Matters Arising:-</u> 1) A request had been made from Morag Haddow to initiate a "Bikeability Training Course" for teachers within the school. This would be aimed at P6 pupils and would educate them for cycling on the road. The cost will be £500. Annie has asked for approval from Class Reps with the 2 week time scale being given.</p> <p>2) Susan Mowat was working with Gordon McKenzie, DHT, in the teaching of Art and was keen to hire a printmaker called Anna Davis specifically to produce Christmas cards which could then be sold to parents. This would also be at a cost of approx £500 and would be for a whole teaching programme.</p> <p>It was agreed that Helen would obtain more information about this and report back. It was suggested that this item could better be discussed within the Arts Sub-group before any decision was taken.</p> <p>The P.C. needed to keep track of the areas in the school where money was being spent so that no stages were disadvantaged.</p> <p>Kirsty Parkin suggested an annual spending plan in association with the Head Teacher was a way forward.</p> <p><u>Stranger in the Woods</u> – Helen reassured the meeting that this was just a rumour but the police had been informed and were confident that there was no reason to be concerned. Helen will be reassuring pupils at the next assembly. She had also arranged for the Railway Police to talk to the P4-P7 pupils on 16 September 2011.</p>
<p>6.</p>	<p><u>Minute of AGM Meeting 7 September 2010:-</u> The minute was approved by Annie Beatty and seconded by Liz Adamson.</p>

7.	<p><u>Appointment of Office-Bearers & welcome new members:-</u> <u>Chair:</u> Dee Davison & Audrey Cameron had put themselves forward to act jointly as Chair. This was seconded by Jenny mcGlinchey. <u>Vice-Chair:</u> Sarah Watt nominated by K. Watt. <u>Treasurer:-</u> Emma Hexley – nominated by Sarah Duguid and seconded by Anouska Woods. <u>Class Representatives:-</u> Annie thanked those who had put their names forward. It was hoped to have 2 representatives for each class. If there was a surplus for a particular class, these parents would become members.</p>
8	<p><u>Date of next meeting:-</u> Having the meetings on a different day each month was proving difficult for Helen. It was agreed to discuss this further at the next meeting which will be held on Tuesday 4 October 2011 at 7.30p.m. in the Lochend Campus.</p>
	<p>Morag Readman gave a vote of thanks to Annie for her work as Chair during the past year.</p> <p>There being no further business the meeting closed at 8.50p.m.</p>