

Minute of Dalbeattie High School Parent Council Meeting

on Tuesday 17th May 2011 at 7pm

Present: Rebecca Kellett (Chairperson), Alistair Gaston (Vice Chairperson), Carolyn Kennedy (Minute Secretary), Susan Bain (Head Teacher), Marion Gourlay, Robert Kennedy, David Stitt (Councillor)

1. **Welcome and Introductions:** Rebecca opened the meeting and welcomed everyone.
2. **Apologies:** Ian Clark (Treasurer), Rob Davidson (Councillor). Ella McLellan, Susan McLellan, Stephen Howie, Stuart McCulloch, Kevin Williamson (Teacher Representative)
3. **Minute of meeting on 15th March 2011:**
The Minute was approved. Proposed: Robert Kennedy. Seconded: Rebecca Kellett
4. **Matters Arising:**

School Radio

Marion Gourlay has forwarded a Fundraising Group cheque for £200 - £100 for recorder and £100 for music downloads. Formation of School Radio Committee has been postponed until the new academic year when the group will have new members.

Helicopter

Rebecca Kellett reported that Stephen Howie will send a letter to Health and Safety at the Council shortly to express the Parent Council's displeasure about how little support the Head Teacher and Parent Council received from the Health and Safety Department regarding this issue.

Mrs Bain reported that she had heard from Laurence Hay that the legal team at the CAA have enforced a direct no fly zone decision. Mr Grierson has been notified of this and has contacted the CAA. There may be an appeal from Mr Grierson to this decision. The School has been asked to report to the CAA if they see any helicopter activity at the site. They are to note the time of activity and helicopter number. Mrs Bain has notified Health and Safety at Dumfries and Galloway Council.

Rebecca Kellett thanked Mrs Bain for the enormous amount of work she has put in on this matter.

Meeting about Dalbeattie School Project

Rebecca Kellett confirmed that a meeting to discuss project developments has been scheduled for Wednesday 18th May at 7pm in the Town Hall. The Chairperson and one other member of the Parent Council was invited to attend. Rebecca Kellett is attending with Susan McLellan.

Amended Date for School Awards Ceremony

Mrs Bain confirmed that this date has been changed to 7th July

Format for Parents' Evenings

Mrs Bain reported that she had received a mixture of views from the teachers. Some thought that the Parents Evenings in the Hall would be successful whilst others liked the privacy of the classroom.

Action: Staff wanted to trial one in both situations, some subject interviews in the Hall and others in the classroom. The school will canvas parental opinion to see which is the preferred option.

School Uniform

Mrs Bain reported that she has ordered the 2011 school ties. At the induction days the young people will be informed that they are expected to wear the school tie all the time.

Tsunami Fundraising Appeal

Mrs Bain reported that due to pressure of other activities around the same time this idea did not happen.

5. **Fundraising Group:**

Marion Gourlay reported that the PTFA Trophy had been completed. She handed a copy of the invoice to the Chairperson and confirmed that the £56 had been paid from the Fundraising Account.

Balance in Fundraising Account - £1,301.10

Sweatshirts have been ordered by the school office for the new session. Mrs Bain asked if the Fundraising Group would attend the P7 evening on Monday 20th June to retail sweatshirts?

Action: Marion Gourlay, Alistair Gaston, Rebecca Kellett and Carolyn Kennedy agreed to attend.

6. **Treasurer's Report:**

A copy of the report was circulated to the meeting (see attached). As at the end of the financial year 31-3-11 there is a balance on account of £926.02.

There was a discussion on what to do with the balance at the year end.

Mrs Bain reported that Mr Orr is working on producing a School Prospectus printed by DG First Graphics. Cost for 100 copies is £200. Copies would be given to parents of P7s and perhaps to the leavers in S6 as a memento of their time at Dalbeattie High School.

Action:

£300 to be used to fund the printing of the prospectus. The school is to order 150 copies. It should be stated on the cover of the Prospectus that printing has been sponsored by Dalbeattie High School Parent Council.

In addition £126 is to fund the purchase of a display board for Parent Council material. This board will be kept to promote the work of the Parent Council and will be on display at School events.

The balance is to remain in the Parent Council account.

7. **Head Teacher's Report:** see attached.

8. **Correspondence:**
A letter was received from Rae Docherty inviting the Chairperson and one other member of the Parent Council to attend the School Project Meeting on 18th May.

Rebecca Kellett advised that she had forwarded a letter to D & G Council regarding school crossing safety. This has been passed on twice to different people within the Council Offices but no response to this concern has been received by Mrs Kellett from any of the recipients.

Action: Rebecca Kellett wants to make an official complaint to the Council. She sent the letter in February and has still not received any reply, not even a simple acknowledgement of receipt. The Group agreed that she should take this action.

9. **Any other notified business:**
Rebecca Kellett advised that she had received an email from a parent asking if the rumour that the school library is to close is true. Mrs Bain confirmed that the library was not closing. The staff member had retired so there is currently no Library Assistant until the post has been filled. The parent also questioned if the library was being used as a classroom. Mrs Bain confirmed that the library is sometimes being used as teaching space this year. Due to reducing class sizes to raise attainment there is a need for extra teaching space. This doesn't affect the library time in English lessons. Over a 30 period week Mrs Bain confirmed that the library space is being used as a classroom for 9 periods.

10. **Date of next meeting:**
Tuesday 14th June 2011 at 7pm.

Agenda Item: Review of the New School Project Meeting of 18-5-11