 St. Mark’s Primary School

Summary Minutes of Meeting

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| **Date**: 23 February 2018 | |
| **Present:**  All Library Committee Leaders from P1-7 and Mrs Hemphill  All Literacy Leaders from P1-7 and Miss Cumming | |
| **Discussion Points:**  Joint Meeting with the Library Committee   * Share ideas and confirm activities * Create an assembly to share activities * Create posters to promote World Book Day * Share information for parents/ carers via email, website and Twitter. | |
| **Points for Action**   * Display posters around the school and remove following World Book Day * Speak to Principal Teachers about assembly slot * Promote within own classrooms | **Responsible Person**  Library Committee  Literacy Leaders  Mrs Hemphill  Miss Cumming |