DUNBAR GRAMMAR SCHOOL COUNCIL
MINUTES OF MEETING ON
TUESDAY 23RD FEBRUARY 2016

Present:
Lawrence Tierney (Co-Chair) Graeme Parkes (Parent Member)
Morag Readman (Treasurer) Kirsten Fell (Head Girl)
Kay Henderson (Parent Member) Oisin Strachan (Head Boy)
Lorraine McLuckie (Parent Member)

Attending:
Mr P Raffaelli (Head Teacher), Mrs J Miller (Clerk)

1. Welcome and Apologies
Lawrence Tierney welcomed everyone to the meeting. Apologies had been received from Dee Davison, Julia Dorin, Anne-Marie Gibson, Janet McDougall-Welch, Claire Slowther, Wendy Smith, Michael Veitch and the DGSA.

2. Additional Agenda Items
There were no additional agenda items

3. Minutes of 28th January 2016
The minutes of the last meeting were agreed. They were proposed by Lawrence Tierney and seconded by Lorraine McLuckie.

4. Student Council Report
Kirsten Fell reported that Angela Leitch, the Chief Executive of East Lothian Council, had visited the school and met with the Student Council. A meeting had also been held with Jo McNamara, Community Development Officer, about clubs for young people at the Bleachingfield Centre. Student Council members would attend a workshop to discuss this further.

The Student Council had recently held an assembly to raise awareness and now had a noticeboard to keep students up to date with its work, which had recently included the new referral scheme, the tobacco education programme and the school improvement plan. The next meeting would be in 2 weeks.

5. Head Teacher’s Items
- School Budget
The latest ELC budget settlement required the school to make savings of £180,000 across the six secondary schools. This would be done on a pro rata basis likely to mean approximately £27,000 for DGS this coming year due to a small increase in roll. It was anticipated that the school would be able to balance the budget this year. Confirmation
was still being sought regarding the funding of the next 1% pay rise and additional superannuation costs.

- Update on School Extension
Councillors had approved plans for the main two storey extension, which was now in the ELC Capital Programme. Preliminary work would begin at Easter to extend the portakabin at the front of the school and alter the partition walls to extend the social space.

- ELC Head of Education
ELC had identified a new Head of Education, Fiona Roberston, who would begin after Easter for up to 1 year.

- Visits
As mentioned earlier, the Chief Executive of ELC visited the school and met with students, student councillors, staff and visited a number of classes. We also had our annual evaluation visit from Quality Insurance Officers Karen Haspolat and David Scott. Feedback from the evaluation visit confirmed that the school was working to move from very good to excellent status with the continued focus on consistence across the school.

A group of students and staff attended a viewing of their film about poverty which was hosted by Iain Gray MSP at the Scottish Parliament. The film is now available to view online.

- Recycling
Bins were now in place throughout the school. Some education of students and staff would be required to ensure that waste is put in the correct bins.

- Staffing
Mr Raffaelli reported that agreement had been reached to enable the school to apply for permanent staff early this year for the August start. 1 temporary and 7 permanent posts would be required. The school will also be applying for next year’s Newly Qualified Teachers to supplement staffing.

There were no applicants for the vacant Business Education post; junior classes would continue to be covered by Mrs Fell and senior classes by other members of the Business Education department until the post could be filled.

- Coursing Interviews
Coursing interviews for S3/4 and S4/5 students were continuing, S5/6 would take place soon after.

- Battlefields
Lawrence Tierney expressed concern that the school had still not provided information to parents and carers about the recent changes to Battlefields travel arrangements and costs. Mr Raffaelli explained that the matter was raised at the DGSC and that protocol dictated that the issue should be responded to in this forum, hence the delay. Mr Raffaelli outlined the background to these changes; a number of students and staff had asked that alternatives to the long bus journey to Dover be investigated. Mercat Tours had accepted our option of travelling via the Hull-Zeebrugge ferry instead. Mercat Tours subsequently informed the school that the Hull-Zeebrugge ferry could not take the 5 buses together and it was therefore decided to revert back to the Dover-Calais route, and apologised sincerely. The costs remained the same as more bus drivers and fuel would be required for the longer journey, even though the ferry crossing was cheaper. In addition, it was also pointed out that DGS were already given a preferential cost due to loyalty and numbers involved. It may be possible to use the shorter Hull-Zeebrugge route by splitting the group into two departure days in future.

It was agreed that the next letter going out to those parents/carers involved this year would include details of the above

**Action: PR**

6. **Treasurer’s Report**
Morag Readman reported that income from the 200 Club was £393/month, the highest it had ever been. Funds available amounted to £4300.
The winner of the 200 Club prize draw for January was No. 121, Kay Paine from Oldhamstocks.
The winner of the 200 Club prize draw for February was No. 151, Lindsey Brunton form Co’Path.

7. **Request for Funding**
There were no requests for funding this month

8. **DGSA Report**
This item would be carried over to next month.

9. **Teacher’s Report**
This item would be carried over to next month.

10. **Dunbar & East Linton Area Partnership**
This item would be carried over to next month

11. **Correspondence Received**
- National Improvement Framework
Mr Raffaelli informed the group that in recent years the emphasis of the framework had changed to reflect the curriculum for excellence. The school is currently performing very well at level 5 (very good) and work is continuing to identify how level 6 (excellent) can be reached.
12. AOCB
- Cycle Maintenance Course
It was agreed that Tom Fendick (Technology) would be invited to the next meeting to provide an update on this course.

   Action: JM

- Rural and Urban Training Scheme (RUTS)
Lawrence Tierney outlined the work of RUTS; motorcycle engineers work on cycle and motorcycle maintenance with students, helping to build self-esteem. Mr Raffaelli replied that RUTS had visited the school before and were very good. It was noted that there are a number of opportunities for similar training. It was suggested that invitations to future meetings could be sent to Claire Slowther, Kirsty McLuckie, Leslie Gillies and Jo McNamara to outline opportunities to the group.

13. Date of Next Meeting
Tuesday 22\textsuperscript{nd} March. It was noted that members should bring diaries to enable the dates for the terms meetings to be set.

The meeting closed at 8.00 pm

JAM 26/02/16