

**MINUTES OF MEETING OF DUNBAR GRAMMAR SCHOOL COUNCIL**  
**held on Tuesday 17 January 2012**

**Present:**

Iain Mackenzie (Chair)  
Kate Darrah (Parent)  
Julia Dorin

**Attending:**

Mr P Raffaelli (Head Teacher)

**1. Apologies**

*Apologies had been received from Diane Watt, Rebecca Clow & Lewis Rae.*

**2. Additional Agenda Items**

*None.*

**3. Minutes of Previous Meeting**

*Minutes for the meeting on Wed 21<sup>st</sup> Dec 2011 were approved.*

*Proposed – Kate Darrah and Seconded – Iain MacKenzie*

**4. Head Teacher's Items**

Mr Raffaelli reported on the following matters:-

***Item 1 - Evaluation Visit One***

*Held on 16<sup>th</sup> Nov. 2011. Overall a very positive evaluation.*

*Areas of strength*

- *Ethos of achievement across the school to deliver positive outcomes for young people.*
- *Staff are clear about the direction of travel and Curriculum for Excellence and are involved in shaping it.*
- *The quality and consistency in learning and teaching across the school.*
- *Tracking and monitoring procedures S1 to S6.*
- *Opportunities for wider achievement for all learners.*

*Areas Of Development.*

- *Build on the work for literacy and numeracy to draw together evidence across subjects and sectors for moderation.*
- *Continue to increase involvement of pupils in their own questioning and enquiry.*
- *Continue to build on cluster work to ensure attainment continues to improve.*

***Item 2 – New Management Structure***

*The current and proposed structures were circulated for discussion. The proposed timeline was as follows –*

*Staff interviews (Feb 2012), Staff informed of outcome (April 2012) and In Post (June 2012).*

*Due to the low numbers present it was agreed that Mr Raffaelli would send out via E Mail to all members to view and it would be discussed at the meeting in Feb 2012.*

**ACTION-Mr Raffaelli**

***Item 3 – Pitch Flood Lighting***

*School contacted on where the lighting would be placed to progress early 2012.*

***Item 4 – Information Evening for S2***

*Tuesday 31<sup>st</sup> Jan 2012 – “Curriculum for Excellence” Information Evening.*

***General***

*The School Christmas Concert held on Wed 21<sup>st</sup> December 2011 had been excellent. The School Council would like to congratulate all staff and pupils who took part.*

**5. DGSA Report**

No update.

## **6. Treasurer's Report**

*No update - no draw done. The Jan 2012 draw will be done at the Feb 2012 meeting.*

## **7. Student Council Report**

*No update.*

## **8. Staff Report**

*No update.*

## **9. Applications from funding**

*One request had been received as follows:*

**Literacy Working Group** – Request for £1024.20 to purchase 180 Oxford Dictionaries and Thesauruses. In principle there was agreement. It was decided to leave until Feb 2012 meeting to review funds and also to discuss a possible 50/50 offer with the DGSA.

## **10. Correspondence**

*Correspondence had been circulated but hard copies were available including:*

- Backchat from the Scottish Parent Teacher Council*
- Information on Recruitment and Selection training*
- Next ELAPCM (East Lothian Association of Parent Council Members) meeting would be Wed 18<sup>th</sup> Jan 2012.*
- Thank You letter received from the "Learning Support Group" regarding coveralls that the School Council had purchased.*

## **11. AOCB**

*Clerk – With Allison Cosgrove finishing in Dec 2011 the post was still to be filled. Val McIntyre had been contacted but no other clerks had shown interest. Mr Raffaelli said he would discuss with school clerical staff and if no response then he would put a note in the weekly E Mail to parents.*

**Date of Next Meeting – Monday 27<sup>th</sup> February 2012.**