

MINUTES OF DUNBAR GRAMMAR SCHOOL COUNCIL
Held on Wednesday 23 May 2012

Present:

Iain MacKenzie (Chair)	Norman Hampshire (Councillor)
Karen Baikie (Treasurer)	Diane Watt (Co-opted)
Sally Brown (DGSA)	
Julia Dorin (Parent)	Alice Clubb (Staff)
Carol Dunham (Parent)	Gillian Williams (Staff)
Kate Triscott (Parent)	

Attending:

Mr P Raffaelli (Headteacher), Mrs L Leslie (Clerk)

1. Welcome and Apologies

Iain MacKenzie welcomed members. Apologies had been received from Graeme Parkes and Kate Darrah.

2. Additional Agenda Item

Mr Raffaelli asked that a Monitoring and Tracking survey be added to the Headteacher's report.

3. Minutes of Last Meeting

The minutes of the meeting on 24 April 2012 were approved and proposed by Alice Clubb and seconded by Iain MacKenzie.

4. Headteacher's Report

Mr Raffaelli reported on the following items:-

Item 1 – New Management Structure

The last PT Curriculum interview would take place on 24 May and Kate Darrah would be representing the DGSC on the interview panel. Following the advertisement for nine permanent posts, interviews had been taking place over the last two weeks. The calibre of candidates had been very high. Mr Raffaelli would inform DGSC of the successful candidates at the next meeting.

Action PR

Item 2 – Curriculum for Excellence

The Curriculum Group continued to meet and had a talk by representative groups, each of which had identified future pathways for students with top, middle and bottom academic abilities for progression from S2 to the senior phase. The Curriculum Group would be looking at S3 profiling. Iain MacKenzie asked for it to be noted that the late change to the date of the last meeting had made it difficult for parents to attend and asked that at least 48 hours' notice be given in future.

Action PR

A link to CfE can be found at http://www.sqa.org.uk/sqa/files_ccc/CfE_Parents_Leaflet.pdf

During the SQA examination period departments were using free time to develop courses.

East Lothian Council had announced two extra in-services days for next session for secondary schools to allow for more development time. The dates were 15 August and 18 September 2012.

The new timetable implementation will be brought forward to Monday 11 June; and due to the additional Jubilee holiday recently granted by East Lothian Council, the S5/6 induction day had been moved to 6 June.

Item 3 – Evaluation Visit

Karen Haspolat (Quality Improvement Officer) and Wendy Howie (Quality Improvement Officer), had visited and looked at the middle academic ability students which make up 60% of the roll. They received positive feedback from students and teachers. Mr Raffaelli would report back to DGSC once he received the Evaluation Report.

Action PR

Item 4 – Monitoring and Tracking

There was a discussion about the monitoring and tracking reports which are sent home with students regularly throughout the year. A draft survey for parents and carers to ascertain the effectiveness of the system was reviewed and comments would be taken on board. Any additional comments could be emailed to Mr Raffaelli.

Action DGSC

5. DGSA Report

The DGSA was holding a Ladies' Disco Night on Friday 25 May at the British Legion and will take a stall at the Dunbar Primary School Gala Day as fundraisers. At the last DGSA meeting there had been a discussion regarding membership and how to recruit new members to both the DGSC and DGSA. A new request for funding form had been drafted.

6. Treasurer's Report

The balance of the 200 Club account stood at £1,602 once uncleared cheques had been deducted. There were now 111 members generating £277.50 per month. Winners for 200 Club draw were: March – 43 I Hunt; April – 24 J Dorin; May – 7 C McNellis.

7. Requests for Funding

A request for £972 for the S1 Dalguise trip was discussed. The money would allow students to attend whose parents or carers were unable to pay for the trip. A vote was taken and the request was approved.

A request for £720 towards the Olympic Rich Task benefiting the whole school was discussed. A vote was taken and the request was approved.

A request from the Modern Languages department regarding a trip to the French Institute had been withdrawn and the trip would not take place during this session.

The outstanding request for dictionaries for the English department was still under review and other forms of funding from outside the DGSC were being explored.

It was suggested that at the beginning of the new session a projection of possible requests for funding be collated and presented to the DGSC to give members an overview of what may be needed over the forthcoming year.

Action PR

8. Teacher's Report

Gillian Williams reported that The Rotary Club were helping to provide Dunbar Primary School with a Sensory Unit and may approach the DGSC.

9. Correspondence

Emails had been forwarded to members since the last meeting regarding:

Parents' Conference for Reading on 16 June 2012 in Glasgow.

SQA Science CARG 10 – recruiting a new parent member.

Enable Scotland – Parents together event on 31 May in Glenrothes.

SQA Update – New Qualifications <http://www.sqa.org.uk/sqa/46161.html>

Children in Scotland - Parent Council Survey was passed to Iain MacKenzie to review.

National Parent Council Forum – Information Gathering was passed to Iain MacKenzie to review.

Alison Cosgrove had requested forthcoming DGSC meeting dates – L Leslie would reply.

Action LL

10. AOCB

The next ELC Parent Council meeting would be held at DGS on 6 June at 7pm and Angela Leitch, Chief Executive, would be attending. Julia Dorin said she would attend in Iain MacKenzie place.

Action JD

The annual Golf Competition had been arranged for Saturday 15 September at Winterfield Golf Club.

11. Date of Next Meeting

The date of the next meeting was agreed as Wednesday 13 June 2012.