

Whitby Community College Governing Body

Minutes of the Governors' Development Committee

<u>Date:</u>	3 May 2011	<u>Venue:</u>	Conference Room	<u>Time of meeting:</u>	6.30 pm
<u>Present:</u>	Janet Peake - Chair (JP), Keith Prytherch (KP), Sue Morgan (SLM), Richard Simpson (RPS), Gary Matthews (GM), Sandra Simmonds (SS), Adrian Wood (AW), Jan Narey (JN), Elaine Spilman (ES), Jackie Hunter - Clerk (JH)				
<u>Apologies and consent:</u>	Jane Kenyon and Ian Donald. Governors consented to both absences.				
<u>Agenda item</u> ↓	<u>Items discussed/action</u> ↓		<u>Person(s) for action</u>	<u>Completed /Required by</u>	
<u>Reminder of confidentiality:</u>	All present were reminded of the need for confidentiality of the matters discussed and the need to flag up any confidential items during the meeting.		All	Ongoing	
<u>Minutes of last meeting:</u>	The minutes of 11 February 2011 were agreed as a correct record and signed by the Chair.		Chair	03.05.11	
<u>Matters arising:</u>	<p>KP updated Governors on the changes to the School Sports Co-ordinator (SSCO) funding. Under the new system, each school will receive £10k of sports' funding, but £20k was being sought from the Schools Forum to allow more activities to continue. The current SSCOs were employed through Eskdale School and their posts would be made redundant. A new full-time PE post would be advertised which would be ring-fenced to the current SSCO postholders. The unsuccessful postholder could remain in post until December if no further funding became available. Governors were disappointed that the SSCO work was to reduce as it had proved extremely successful across the cluster of Whitby schools. Governors approved the actions being taken.</p>				
<u>Curriculum and timetable 2011/12:</u>	<p>SLM distributed papers showing the provisional option blocks and student choices for the new academic year. 97.7% of students had been given all or all-but-one of their preferred option choices. There were a handful of students who had issues that SLM was investigating, including provision for one Looked After Child. A high number of students had opted to take a language. A parent governor enquired about the maximum numbers that would be permitted for different groups, and SLM informed governors that further work was taking place to ensure that no groups were oversubscribed, dependent on the type of course. Additional support staff would be used for some practical courses to increase the staff-to-student ratio as appropriate. Some students would be following a Foundation Learning course, which was being developed in preparation for the raised participation age requirement in 2013. One governor enquired about the re-sits in Numeracy and Literacy, to which SLM explained that students previously not had significant success in re-sitting English and Maths GCSEs. So as not to disadvantage students who may wish to progress to a Level 3 course or university, more resources were being deployed to help as many students as possible pass GCSE Maths and English at grade C or above in Key Stage 4.</p> <p>Governors debated all areas of provision in detail, including opportunities for catering and cookery courses, and the relationship with the tourism industry in the area. A</p>				

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	<p>Hospitality Diploma was available across the Coast Consortium but demand for this type of course had been low in Whitby. It was recognised that Middlesbrough College had good catering provision and the College could not realistically compete with this due to the amount of investment that would be required for what students had shown little interest in the past. SLM reported that Motor Vehicle Studies was planned for the coming year which would avoid the need to send students to Yorkshire Coast College, saving around £10k on transport costs alone. This would also allow more control over the success rates of students on the course. The previous plans to move Drama to the Staff Room had to be altered due to asbestos being located in the Staff Room roof. Therefore, Motor Vehicle (MV) Studies would be housed in the Art room (A5) and T8 (former Food Technology room) would be used as a new Art room. The revised plans meant that the money did not have to be spent through Jacobs and therefore more could be achieved with the £40k that was available. A staff governor asked about the practicalities of the MV course and its proposed siting. Andy Eaton of Yorkshire Coast College was due to visit the College to discuss the requirements further with SLM, and SLM invited the governor to join that meeting. Governors agreed to spend £10k to further improve the MV, Drama and PE provision. This would result in the Local Authority providing an additional £6k to complete the project. The Chair queried whether more income could be generated from the facilities. SLM had visited a school in Wakefield that had very good provision, which was offered to the public. However, due to the supervision, caretaking and insurance costs, no additional income had been generated by that school. In addition, there were issues of extra wear and tear on the facilities to be considered and other better-suited facilities in the locality, such as the leisure centre. However, staff and students would be able to make use of the College's facilities, which would no doubt provide an added incentive to aid recruitment. Governors debated the proposals presented and agreed on the courses of action set out by SLM.</p> <p>SLM was formally thanked for her work on what was a very difficult task.</p>	<p>KP/SLM to move forward with PE/Drama/MV project</p>	<p>Summer 2011</p>
<p><u>Federation issues - update:</u></p>	<p>KP reported that the post of Headteacher of Eskdale School was being advertised and it was reported that there had been significant interest in the post. KP had discussed federation matters with Mike Ward at a recent Sixth Form event. He did not support Hard Federation or the views of the College's Governing Body. A parent governor asked when KP would be reporting to parents on the consultation. KP said it was a Joint Committee matter and the message had to come from that committee. Whilst the Headteachers and staff were continuing to collaborate well across the three schools, the governance of the Key Stage 3 schools was preventing a more formal form of collaboration. The Local Authority's role as an impartial mediator in the consultation process was debated. After much deliberation it was agreed that KP should contact Fiona Campbell to request a summary briefing of the consultation that could be sent to parents to update them and that a Joint Planning Committee meeting should be arranged so that a collaborative agreement, below governance level, could be agreed by the three Headteachers for continuing collaboration. KP would draft a proposal for this. The formal Confederation Agreement ended in February.</p>	<p>KP</p>	<p>ASAP</p>

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<p><u>Student progress:</u></p>	<p>KP updated governors on the predictions for the summer results. It had become apparent that the Maths' predictions had fallen off-track and much work was being done to address this. The January module test results had shown that only 58% of students were likely to pass GCSE Maths which would significantly bring down the percentage of students achieving both Maths and English. KP described the actions being taken to reverse the trend. Governors asked about the reasons behind this matter, which KP explained; these were various including a new syllabus. The issues were discussed at length and the Chair confirmed that governors were happy with the actions being taken to address the matter.</p>		
<p><u>Items for Governor approval:</u></p>	<p>The following items were approved by Governors:</p> <ul style="list-style-type: none"> • Term dates for 2012 – 13 and training days • Residential visits to East Barnby on 6 May (to assist in raising attainment in English) and to the Lake District on 26 June (Duke of Edinburgh expedition) • Complaints policy – revised following new Local Authority guidelines • Equality Policy – revised to include the provisions of the Equality Act 2010 • Request for unpaid leave during term time – one member of staff had sought permission to have two days' leave in June which was agreed due to the circumstances of the request. 	<p>All agreed</p>	<p>03.05.11</p>
<p><u>Any other business:</u></p>	<p><u>Premises update</u> – a list of the works completed over the Easter break were included with the agenda papers for information. Some governors had been on a tour of the refurbished areas, following a previous meeting, and commented positively on the improvements they had seen. A staff governor reminded governors of the upgrade to the network which had also been implemented.</p> <p><u>Chemistry vacancy</u> – KP reported on the applicants received and interviews would be held in the following week. KP confirmed to governors that there would be a student panel as usual.</p>		
<p><u>Next meeting:</u></p>	<p>To be determined by Full Governors on 28.06.11.</p>	<p>Full Governing Body</p>	<p>28.06.11</p>

Signed as a correct record (Chair of Committee): _____ **Date:** _____