



**MINUTES OF THE MEETING OF THE EDUCATION AND STANDARDS
COMMITTEE held at Bicton College on Wednesday 17 December 2008**

PRESENT:	Dr F Harper	- Chairman
	Mr M Ellingham	(Items 1-2)
	Mrs C Bourne	
	Mrs J Yung	
	Mr J F C Lowe	- Staff Governor
	Mr D Watson	- Student Governor
	Miss C Hogan	- Student Governor
IN ATTENDANCE:	Mrs A M Pearson	- Vice Principal Quality and Learner Services
	Miss J Townsend	- Assistant Principal Learner Responsiveness
	Mr G R Copper	- Clerk to the Board of Governors
APOLOGIES:	Mrs L Twigg	- Principal
	Cllr J Berry	
	Mrs D West	- Registry and Quality Manager

SUMMARY OF RECOMMENDATIONS

- Recommended approval of the Self Assessment Report for 2007-8 to the Board.
- Recommended approval of the Quality Improvement Plan for 2008-9 to the Board.

1. MINUTES

1.1 The Minutes of the Meeting held on 25 November 2008 were confirmed and signed by the Chairman.

1.2 Matters Arising

There were no matters arising from the Minutes.

2. SELF ASSESSMENT REPORT

2.1 The Assistant Principal Learner Responsiveness reported that the Self Assessment report had been checked for typographical and grammatical errors. A few minor items were identified for correction. Noted the overall success rate for LSC funded provision was 84%. The leadership and management section had been revised by the Interim Principal.

- 2.2** Some Governors thought the document was too large and requested an executive summary be provided. It was agreed that the document contained an acceptable balance of strengths and areas for improvement.
- 2.3** Subject to final minor corrections to the text it was agreed to recommend approval of the document to the Board.

3. QUALITY IMPROVEMENT PLAN

- 3.1** The Vice Principal Quality and Learner Services presented the Quality Improvement Plan for 2008-9. This was now fully cross references to the latest version of the Self Assessment Report. Items still outstanding from the 2007-8 plan had been carried forward and actions were reviewed every two months and reported to Committee meetings. The Chairman commented that there appeared to be a large number of individual targets for lesson observation grades. He requested consistency of targets across curriculum and targets to be set for good and outstanding teaching.
- 3.2** It was agreed to recommend approval of Quality Improvement Plan to the Board.

4. DATE OF NEXT MEETING

- 4.1** Next meeting scheduled meeting Monday 23 February 2009 at 2.00 pm.

Signed _____
Chairman

Date _____

**EDUCATION AND STANDARDS COMMITTEE
ACTION ITEMS ARISING**

MINUTE	ACTION	BY	WHEN
2.2	Requested an executive summary of the Self Assessment Report be provided.	Assistant Principal Learner Responsiveness	23.2.09
3.1	Requested consistency of lesson observation grade targets across curriculum and targets to be set for good and outstanding teaching.	Vice Principal Quality and Learner Services	23.2.09