



SOUTHGATE COLLEGE GOVERNING CORPORATION

Standards and Performance Committee

**Minutes of the meeting of 5th November 2009, commencing at
4.00 p.m.**

Attendance

Members

Claude Pehrson	(Chairman)
Ann Zinkin	(In the Chair)
Reshma Bell	Staff Governor
David Byrne	(Principal)
Ingrid Mustoe	(Staff Governor)

In attendance

David Chaplin Chaplin Frobisher Welling, Clerks to the Corporation

1. Minutes of the Meeting of 15th July 2009

Received: minutes of the meeting of 15th July 2009.

The minutes of the meeting of 15th July were agreed and signed by the Chairman as a correct record.

2. Matters arising

Quality Group (para 11)

David Byrne confirmed that these would be reported to the next meeting. The group were meeting to finalise the Self Assessment Report, and the involvement of Governors would be welcomed.

3. Apologies for Absence

All members were present. Reshma Bell apologised that she had to leave for other College duties at 5.15.

4. Declaration of Governor Interest

None received

5. Notification of any items of urgent business

None received.

6. Lesson Observations

Received: details of Revised Lesson Observation Procedure including observation profile 2004 – 2009

David Byrne presented the revised procedure, which had been discussed at a previous Board meeting.

The statistics showed that there had been only small improvement in the % of observations graded good or outstanding since 2006/07.

The revised procedures introduced a more sophisticated approach which met organisational needs in terms of performance monitoring but also would encourage genuine development of and support for teachers, assessors and demonstrators.

All staff except those who had been awarded an outstanding grade in the previous year would be observed at least once in each academic year. All observations would be followed by a detailed formative feed-back to include an action plan for securing improvement. All staff would have the opportunity for further learning and teaching development, including seeing best practice within the College and in other colleges.

Where the grade awarded was only satisfactory or unsatisfactory there would be a review meeting, and mentor support, with a re-observation taking place within 4 – 6 weeks. Failure to improve would result in a further review meeting, additional support identified and provided, and further observation arranged.

In the event of a good standard not being achieved there could be referral to a College Capability investigation.

For outstanding teachers, a peer-observation scheme would be introduced. Teachers would be organised in “triangles” of three teachers, each group developing and collating good practice materials and systems for dissemination throughout the College.

David Byrne asked members to note that the development of robust internal inspection systems had been a key feature that had enabled many colleges to achieve the level of improvement in quality of provision that was required at Southgate, and explained the overview of the process which was to be instituted in the College.

Members welcomed this initiative, but noted that considerable resources would require to be committed.

7. Learner achievement 2009/9

Received: report on learner achievement at Southgate College compared to national rates for the years 2005/06 to 2008/09

David Byrne was emphatic that although there had been small improvements in most areas, the College was probably not improving as fast as the sector as a whole, and would prove to be below national benchmarks at most levels for 16-18 learners.

Achieving a real and sustained improvement was essential to the very survival of the College.

The Chairman asked if the worst performing areas were being identified. David Byrne was satisfied that the improved MIS, together with the leadership changes in the College was now enabling the College to identify underperforming areas of provision.

Where they were not central to the College’s re-focused curriculum the provision would be discontinued, as reported to and agreed at the July meeting of the Board.

Where there was underperformance in core areas of provision the measures for improvement discussed earlier in the meeting would be rigorously applied to achieve turnaround.

8. Equality and Diversity

Received: an analysis of retention, achievement and success rates across ethnic groups and in respect of learners with a reported disability or health problem, showing the three-year trend 2006/07 to 2008/09

Members welcomed this very comprehensive and well presented analysis.

Overall, although the statistics showed that retention and achievement for minority ethnic learners was marginally (1%) below that from the whole College population, the 16-19 group were slightly above their white contemporaries (albeit with a year-on-year drop for black learners); over 19 learners from minority ethnic communities continued to achieve significantly less well (-4%).than their white contemporaries.

There were no significant differences in retention or achievement for disabled learners.

Achievement rates for under 19 learners showed no gender difference, whilst older female students performed very significantly better than their male contemporaries.

Ingrid Mustoe thought the statistics reflected the ethos of the College as a place which welcomed and celebrated the diversity of its learner and staff population. However there was no room for complacency, and every effort should be made to increase the number of minority ethnic staff and involve role models in the life of the College.

9. Attendance Statistics

Received: the final 2008/09 learner attendance statistics analysed by curriculum area, together with current year statistics to end October 2009

Members recognised the significance of high attendance levels as a major factor in achievement, and noted that the overall 2008/09 % at 82% was well below target and national benchmark. Although there was a small (4%) improvement in the current year statistics, these were early days, and members asked if they could receive a brief report on College strategy for maximising attendance.

10. Concerns of LSC over Learner Record Data management

Received: letter of LSC to all College Principals

David Byrne explained the concern of LSC that some Colleges that had exceeded their funded numbers were excluding failing students from the official return of LSC funded learners.

He assured members that this was not the practice at Southgate College; it was possible that national achievement rates had been overstated.

11. OFSTED Inspection

David Byrne explained that although the preliminary grades had been confirmed, the report had not yet been published, and it was agreed to hold the consideration of the report and the post-OFSTED action plan to a later meeting. (A special meeting of the Committee would be required.)

12. Any other business

There was no other business

13. Date of next meeting

The next scheduled meeting was 5th March 2009, but an earlier meeting would be required to consider the OFSTED action plan

The meeting finished at 5.25 p.m