



The Brakenhale School



Minutes of the Curriculum & School Improvement Committee Meeting Held on Tuesday 15th September 2009 at 16:00 in Conference Room 3

Present: Mike Beadsley (Ch) Andy Young Alex Twyman Jo Manisier
 Mark Ridgway Miriam Harvey Paul Salter Simon Davies
 Adeniyi Ibironke Jacqui Day Jacky Lamb

Clerk: Stefanie Cooper

Invited: Harriet Smith Huw Thomas

ITEM	Action/Decision	By Whom	Date
1	<p>Presentation on the Virtual Learning Environment by Harriet Smith & Huw Thomas (Appendix 1)</p> <p>Harriet Smith gave a thorough and detailed presentation on the Virtual Learning Environment (VLE) to the committee outlining security parameters, explaining how the VLE is used inside and outside of school, outlining how the VLE is monitored, and an in depth demonstration of how to navigate your way around the VLE.</p> <p>Huw Thomas answered the governors' queries, telling the committee that the cost to the school for the VLE was virtually nil as the Local Authority stepped in. It was also explained that there is currently no facility to allow parental log-ins; as there are not sufficient security measures. The Learning Resource Centre (LRC) has made itself available to those students who do not have access to either a computer or the internet at home. There are also plans to extend the opening times of the LRC to 6pm.</p> <p>AY suggested that those students who do not have access to a computer or the internet at home are pin pointed and given first priority on the LRC computers. MB thanked Harriet for her hard work on the presentation.</p>		
2	<p>Apologies & Absences</p> <p>There were no apologies or absences recorded.</p>		
3	<p>Election of Vice Chair</p> <p>Jacqui Day will remain as Vice Chair of C&SI. She will also remain SEN Governor.</p>		
4	<p>Minutes from the last meeting (19.05.09)</p> <p>The minutes were signed off as an accurate record of the meeting.</p>		
5	<p>Matters arising</p> <p>There were no Matters arising recorded.</p>		
6	<p>Examination Results – Analysis & Proposals (Appendix 2)</p> <p>PMS distributed the 2009 Examination Summary and a thorough and detailed discussion was held.</p>		
7	<p>SIP Draft – Key Points (Appendix 3)</p> <p>(JJM was called from the room at 17:35 and did not return to the meeting.)</p> <p>PMS distributed a DRAFT SIP document. It was explained that with regard to the document, Jo Manisier (JJM) is responsible for Key Stage 3, David Smith (DRS) is responsible for Key Stage 4 and Alex Twyman (AAT) is responsible for Key Stage 5.</p> <p>MR asked if the Key Stage 5 Results prediction was still valid in light of the Key Stage 4 examination results. AAT stated that Key Stage 5 will have to make up the deficit from Key Stage 4. AY enquired as to the size of Key Stage 5 this year. AAT stated that Key Stage 5 consists of 47 students at the present time. There will be re-sits for those in Key Stage 5 who did not manage to gain the GCSE results needed, this needs to be done so the GCSE results do not adversely affect the students when it comes to UCAS applications for University. The committee were advised to contact the clerk either by e-mail or phone if they had any comments or queries regarding the SIP.</p>		



8	Teaching & Learning DRS stated that he has only just taken over Teaching & Learning responsibility so is not in a position to give a full update at the present. DRS stated that a 10 point scale will be issued on Monday 21 st September to teaching staff which is linked to CMCD. There will also be various workshops run for staff throughout the year. More of a focus will be put on homework as independent learning rather than an extension of class work. A full progress report will be available for governors at the next C&SI meeting. DRS explained that the Teaching & Learning group are made up of representatives from all curriculum areas – not necessarily the Heads of Department, the membership criteria is not restrictive except for SLT. The Teaching & Learning Group meetings run at the same time as SLT.		
9	Development of Key Stage 4 Curriculum AAT stated that DRS has covered a lot of the discussion previously in the meeting. The school is aiming to introduce more vocational level 2 qualifications to broaden the curriculum and better suit the profile of our students. It was identified that the subjects which performed best were 50-70% continuous assessment.		
10	AOB MB stated that the Terms of Reference for the C&SI Committee have been changed.		
11	Items for next agenda SIP Update (PMS) Meeting with Head of Maths (Sam Awuku) Meeting with Head of English (Fiona Randall) Literacy Update (AAT) Teaching & Learning Update (DRS) Assessment Point (PMS) Policies		

Meeting closed at: 18.03