

No 729 Minutes 729 of the Education Committee meeting held at the Education Learning Centre on Wednesday, 20th April 2016 at 09.00hrs.

Present:	Hon. Christine Scipio-O'Dean	Chairperson
	Hon. Nigel Dollery	Deputy Chairperson
	Hon. Brian Isaac	Member
	Hon. Wilson Duncan	Member
	Hon. Corinda Essex	Member
	Mrs Shirley Wahler	Director
	Mrs Kerry Yon	Assistant Director Lifelong Learning
	Miss Santana Fowler	Secretary
Apologies:	Mrs Wendy Benjamin	Assistant Director Schools
Invited:	Mrs Leeanne Henry	HR and Admin Manager Item No. 29.1
	Miss Joanne Crowie	Finance Officer Item 29.9

OPEN AGENDA

29.1 WELCOME AND APOLOGIES

The Chairperson welcomed all present.

Apologies were received from the Assistant Director of Schools, Mrs Wendy Benjamin.

The Chairperson gave a special welcome to Mrs Leeanne Henry, the newly appointed Human Resources and Administration Manager for the Education and Employment Directorate. A brief introduction was then given by the Committee. Mrs Henry gave a succinct outline of her previous work experience. The Chairperson thanked Mrs Henry for attending. Mrs Henry then left the meeting.

The Chairperson extended a welcome to the Secretary, Miss Santana Fowler.

29.2 MATTERS ARISING FROM MINUTES 728

REPORT FROM RETURNING GRADUATE TEACHERS

The Director, Mrs Shirley Wahler informed the Committee that the meeting of the Scholarships Awards Committee is still to be held. However the Director told the Committee that she is currently working with Miss Pamela Lawrence regarding

provision of support to the students going abroad. In addition, the Director has arranged a meeting with Mrs Kedell Worboys in June 2016 to discuss this as well.

The Director advised that the threshold for the student allowance has been raised. Parents and students have been informed, unofficially by the Ag Headteacher; to be followed up.

ACTION: Director

29.3 APPRENTICESHIP POLICY

Committee members were circulated the paper prior to the meeting.

The Committee raised some concerns regarding the range of qualification levels for the Apprenticeship bands.

The Committee was informed that Apprentices would be assessed on a case by case basis, therefore determining which band they would be suited to. The Director advised the Committee that the bands had not been finalised, thus making provision for various possibilities.

The Committee agreed that as long as it is consistent throughout the bands then they are content with the flexibility of the Apprenticeship scheme promoting inclusive practices, including tailoring apprenticeship programmes to meet the learning needs of persons with disabilities or special education needs wherever possible.

The Director explained that the development of structured, apprentice frameworks for key development areas are set out as pre-designed packages of qualifications; they were planned, with industry input to meet individual needs. This is basically developing the existing foundation; staff members are provisionally drafting ideas, consolidating and formalising on this and, not everything is necessarily new.

It was noted that capacity is available to develop the scheme; however the Directorate will not be expanding upon its headcount. Tutors will be required and the Assistant Director of Lifelong Learning advised that funding will be available. The Committee was content.

It was agreed that the Apprentice Scheme should retain the flexibility to design personalised apprenticeship programmes to meet local needs.

The Committee were informed that an advertisement would be published for potential Apprentices to apply. The Committee was content to approve the possibility of specific apprenticeship programmes attracting additional incentives from outside funding sources to encourage uptake, potentially with competitive entry.

The Committee approved the possibility of shared funding of specific apprenticeship programmes, particularly for apprenticeships in the higher bands.

It was agreed that the policy decision for all apprenticeship programmes in Band two and higher should require formal Literacy and Numeracy components at the appropriate levels.

The Committee considered the possibility of integrating the Student Allowance policy with the Apprenticeship Policy to offer a comprehensive training support scheme. In the scheme Sixth Form students could be included in a special band or cohort; however an agreement could not be made on whether two separate policies should be in place or whether the fifth band should be created in the Apprenticeship Policy. A decision was taken to discuss this further in Item 29.5 Review of Student Allowance.

The Committee agreed that the revised policy will be presented to June's Education Committee Meeting and that no changes would be implemented until the policy has been endorsed.

ACTION: Director

29.4 CHARGING POLICY

Committee members were circulated the document prior to the meeting.

Members of the Committee were asked to consider and approve the charges related to the Public Library Services. The Committee agreed that there would be no annual membership fees with immediate effect.

The Visitor membership fee and deposit charges are to remain the same.

The Committee agreed that a grace period of seven days after the due date be introduced and then a charge of ten pence per book per day will be incurred with a cap of the charge being the price of the book.

The Overdue charges for the Video's and DVD's will be at ten pence per item per day.

The Committee agreed that damages for books be charged at the full replacement cost of the spoilt item.

It was agreed by the Committee that the proposed charge of one pounds for replacements for lost or damaged Library Cards would remain the same. The Committee therefore requested that the application form is to be updated to include the newly implemented Library Cards.

The Library printing facilities charges would remain the same.

The Committee requested that the public be informed of all changes

ACTION: Director

The charges for the Venue, Sporting and Leisure Facilities and Examination fees were discussed. It was agreed that the Charging Policy be readjusted to the amended costs suggested and brought back to the Committee for approval in June's meeting.

ACTION: Director

It was established that registered charitable organisations would continue to use school venues at half the listed rates.

The Committee were asked to consider whether the current informal arrangement whereby New Horizons uses school venues at no charge should continue or whether New Horizons should be assessed usage fees in line with charitable organisations; it was agreed that New Horizons would be charged the same rate as charitable organisations.

The Committee came to an agreement that they would be happy for any recognised organisation or registered charity to set up bar facilities in the Pavilion area at the weekends only following the correct procedure for permission. It is expected that those setting up such a bar would leave a clean site; to be monitored

The Committee agreed for all proposed changes to be amended for further discussion at the Committee meeting to be held in June 2016.

The Committee fully supported a request for the closure of the Public Library Service in Jamestown on Saturday 21 May 2016, St Helena Day.

29.5 REVIEW OF STUDENT ALLOWANCE

Committee members were circulated the report prior to the meeting.

The Committee agreed that they felt it would be desirable to retain the Student Allowance to encourage students to forego employment for two years in order to remain in school gaining higher levels of qualification. It was agreed by the Committee that the review of the Student Allowance would be discussed further in June's Committee meeting.

29.6 CURRICULUM REVIEW UPDATE

Committee members received the report prior to the meeting and were content with the information received.

CLOSED AGENDA

29.11 DATE OF NEXT MEETING

The next meeting will be held on:

Thursday, 12 May 2016, commencing at 09.00 hrs at the Education Learning Centre.

There being no further business for discussion, the meeting closed at 12.05 hrs.

A handwritten signature in blue ink, appearing to be 'C. Scipio-O'Dean', written over a red horizontal line.

Confirmed:
Honourable Christine Scipio-O'Dean

Date: 9th May 2016