

**779 Minutes 779 of the Education and Employment Committee Meeting at the Education Learning Centre held on Wednesday, 14 April 2021 at 0900hrs.**

<b>Present:</b>	Hon. Clint Beard	Chairperson
	Hon. Miss Christine Scipio	Deputy Chairperson
	Hon. Dr Corinda Essex	Member
	Hon Lawson Henry	Member
	Mrs Wendy Benjamin	Portfolio Director Education, Skills & Employment
	Mrs Angela Benjamin	Head of Life Long Learning
	Miss Kerry Lawrence	Assistant Director Schools
	Miss Santana Fowler	Secretary

**Invited**

**Apologies:**

**79.1 WELCOME**

The Chairperson welcomed all to the meeting and it was noted this meeting was for a week earlier.

Apologies were given for Councillor Henry who had another commitment and would be attending later.

It was noted that recognition be given to the late Councillor Isaac for his contributions as a member of the Education & Employment Committee.

**79.2 DECLARATION OF INTERESTS**

The Chairperson, Deputy Chairperson and Assistant Director Schools all declared personal interest as their children are currently enrolled in the education system. This will be noted for subsequent meetings.

**79.3 CONFIRMATION AND SIGNING OF MINUTES**

The minutes were confirmed as a true record of the meeting, however some minor grammatical amendments were noted and therefore needed to be made and will then be signed by the Chairperson.

Matters arising from the previous meeting were as follows:

**79.3.1** The Memorandum of Understanding between the St Helena Research Institute and SAERI has been to the Attorney Generals Chambers and is now with SAERI for review, it is now hoped that the MOU be signed on the following Tuesday.

**79.3.2** The Code of Practice will be discussed by the Portfolio Director and Chairperson.

**ACTION: Portfolio Director/ Chairperson**

#### **79.4 REVIEW OF RISK REGISTER**

Documentation was circulated prior to the meeting.

The Documentation was placed in a format that is easy to see, this was explained by the Portfolio Director to all; it was noted that this is a working document and changes could be made. The Risk Register was reviewed.

Queries were made with regards to budget constraints and suggestion for the funding of exposure visits for teachers to be applied for through the HR training budget. The Portfolio Director will follow this up.

#### **ACTION: Portfolio Director**

Questions were asked regarding salaries for teachers and for returning graduates. It was noted that this will be addressed in Phase two of Fit for the Future review.

An explanation was given on Montessori, and it was noted that is being done as a different approach to learning in all primary schools.

Currently no premises has been located for CASH.

It was shared by the Portfolio Director that from the last Training Needs Analysis we have managed to provide for 75% of the identified training needs from both the public and private sector, evidence was shown to all. It was noted that this was the roundup for March. A new training needs analysis will take place in June.

Concerns were shared by some members in relation to the difference in salary between local teachers and TC Officers, but a member informed the Portfolio Director that he is currently working on this.

#### **79.5 UPDATE ON KPIS**

Documentation was circulated prior to the meeting.

Documentation was explained to all by the Portfolio Director. It was noted that further updates were being worked on to finalise the end of year report for March. Meetings with the representative from FCDO has identified the need for further breakdown of the data. This will be actioned.

Members were content with the update.

#### **79.6 PAS HOMEWORK POLICY AND STUDENT COUNCIL POLICY**

Documentation was circulated prior to the meeting.

Members were asked to approve the policies. It was noted that some changes were suggested resulting from feedback from the PTA for the PAS Homework policy. The Chairperson emphasized the importance of following policies robustly.

Members agreed that the PAS Homework Policy and Student Council Policy be endorsed subject to suggested changes being included.

The Portfolio Director will circulate the amended versions via email, after confirmation of the new branding.

**79.13 DATE OF NEXT MEETING**

The next meeting of the Education and Employment Committee will be held on Wednesday 19 May 2021 commencing at 0900 hours at the ELC Hall.

There being no further items to discuss the meeting closed at 11.30 hrs



Hon. Clint Beard  
**Chairperson**  
**Education and Employment Committee**

Date: 02/06/2021

