



THE BOARD OF TRUSTEES OF GODALMING COLLEGE

Minutes of the meeting of the full Board of Trustees of Godalming College
held at the College on Monday, 17th September 2018 at 4.30pm

Present:

Hamish Cameron Blackie	Adam Duce	Elizabeth Graham (Chair)
Geoff Howes	Douglas Jack	Justin Knight
Zoe Marsden	Nick Poulter	Hannah Roberts
Emma Young (Principal)		

Apologies:

Shirley Price	Julia Roberts	
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In attendance:

Sharon Harmon (Clerk)	Marcus Isherwood (SU Vice President)	Tristan Selvage (SU President)
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1.	Apologies for Absence
	<p>Julia Roberts and Shirley Price sent their apologies for the meeting.</p> <p>Elizabeth Graham welcomed to the Board new Trustees Justin Knight and Hamish Cameron Blackie.</p>
2.	Declarations of Interest
	There were no declarations of interest.
3.	Draft minutes of the meeting held on 9th July 2018
	With one minor correction, the Chair signed the minutes of the last meeting on 9th July 2018 as an accurate record. Under AOB, change 'Sociology' to 'History'.
4.	Matters Arising from the previous minutes
	Elizabeth Graham reported that she had read the National Governance Association (NGA) guide 'The right people around the table' as discussed at the last meeting. After reading the document, it does not contain information that would be helpful for the Board of Trustees, although it may be a useful guide for reference.
5.	Principal's Update
	<p><u>Results 2018</u></p> <p>Emma Young updated the Board on the 2018 results. Emma gave her thanks to all staff involved for their hard work and support in helping students achieve a great set of results. The pass rate and high grade rate at A Level yet again exceeded national averages. With our largest ever cohort of 2550 entries at A Level, over half (1488) were at A*-B, 680 entries were at A* or A grade. A Level A*-B rate is down from 58.5% to 58.4% but is up on this point last year (57.7%). We are hopeful that we will actually exceed last year's A*-B rate once a review of moderation has taken place in Art and Design and Textiles. Currently we have no A*/As in either subject. We have raised a formal complaint to Pearson. We are still waiting for a formal letter of response. BTEC results were also excellent and continue</p>

	<p>to go from strength to strength. All BTEC courses have a 100% pass rate, with 94% of students getting the highest grades (Dⁱ*-M) which is a great achievement. Our AS performance has, for the first time in a few years, exceeded national averages at both pass rate and high grade rate. GCSE results have significantly improved, with the high grade rate (9-4/A*-C) improving to 68% from 51%.</p> <p>On behalf of the Board, Elizabeth Graham thanked Emma Young and the College staff for their hard work in achieving a magnificent set of results again this year.</p> <p><u>Enrolment 2018</u> Emma Young updated the Board on enrolment. The enrolment number is down on last year as predicted, with the dip primarily due to demographics. The College's local feeder schools in the Waverley Federation had their lowest number of Year 11s. Given enrolment, it is predicted at the first enumeration point, which is six weeks into teaching, student numbers will be about 50 below the forecast budget figure.</p>
6.	<p>Strategic Plan 2018-21</p>
	<p>Emma Young presented the College Strategic Plan 2018-21 and gave an overview of the mission statement and strategic aims. Emma confirmed the plan had been circulated to staff and the Student Union Executive for consultation. Feedback from staff and students is positive. It was agreed that use of the word 'Learning' to encapsulate the strategic aims is memorable and works well. Following feedback from staff, it has been agreed to change the 'G' in strategic aims to 'Guidance'. Emma Young confirmed the targets set out in the College Development Plan will tie in with the aims of the Strategic Plan.</p> <p>The Board reviewed and approved the College Strategic Plan 2018-21.</p>
7.	<p>Board of Trustees Business</p>
	<p><u>Register of Interest (for Completion)</u> Elizabeth Graham asked the Board to complete the annual Register of Interests and return it to Sharon Harmon (Clerk).</p> <p><u>Committee Membership update</u> Elizabeth Graham highlighted the updates to Committee membership. The Board approved Nick Poulter as the new Chair of the Audit Committee. It was noted there is a still a Parent Trustee vacancy on the Board. Sharon Harmon confirmed the vacancy would be advertised to all parents towards the end of September. It was also noted that there is a vacancy for an external consultant on Audit Committee. Elizabeth Graham asked members of the Board to get in touch if they knew of a suitable candidate who might be interested in the vacancy. If no candidates are forthcoming, the vacancy will be advertised.</p> <p><u>Attendance Figures 2017/18</u> The Board reviewed the Attendance Figures for meetings for the Board of Trustees for the period 1st January 2018 to 31st August 2018. The overall attendance figure of 89.56% is very good and compares favourably with previous years although it is difficult to make direct comparisons due to the change in governance structure.</p> <p>Action Emma Young agreed to consult with S7 Colleges in order to benchmark attendance figures against other colleges.</p>

	<p><u>Board of Trustees Revised Meeting Dates 2018/19</u></p> <p>Elizabeth Graham highlighted changes to the Board of Trustees meeting dates for 2018/19. Noted was the addition of a Trustees Annual Conference on Wednesday 5th December. The Board discussed possible agenda items. It was agreed a draft programme for the Annual Conference would be circulated to the Board. The Board agreed the revised meeting dates.</p>
8.	AOB
	None.
9.	Dates of future meetings for the next Academic Year
	<ul style="list-style-type: none"> • Monday, 10th December at 4.30pm • Monday, 25th March at 4.30pm • Monday, 8th July at 4.30pm

The meeting closed at 5.30pm

Signed Date.....