**MINUTES Faculty meeting**

**Weds 15th Jan 2020**

Distribution: ESM, CBC, NHI, ZOL

Apologies:

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|  | | **ITEM** | | **COMMENT** | | **ACTION** | |
| **1** | | * Teaching and learning strategy – ZOL | | ZOL shared her Articulate strategy and shared where it was on the network – excellent! | | Staff to use strategy if they want | |
| **2** | | * BTEC update – EMS | | ESM and ZOL discussed Units 4, 10 and 21  CBC announced that BGA will be visiting his Unit 5 lesson  ESM suggested teachers to check student folders | | ESM to check the assignment sheets + create some new resources ZOL to review the SOL  N/A  All staff to check folders where possible. | |
| **3** | | * Reviewing Year 12 parents evening - all | | All caught up with any developments after Year 12 parents evening. | | None | |
| **4** | | * Marking policy - ESM | | ESM went through the draft faculty policy.  It was discussed, reviewed and thoughts were shared.  All members of the faculty edited and reviewed. | | ESM to edit and upload to the network as per email from PNE by Friday 17th | |
| **5** | | * Faculty review - ESM | | ESM briefly mentioned the focus and planning for this - all agreed. ESM briefly went over expectations and organisation. | | ESM to further organize with BGA | |
| 7 | | AOB | | CBC TLDW – focus group work with some staff | | CBC to organize with relevant staff | |