

**FULL GOVERNORS' MEETING
HELD ON THURSDAY 18th JUNE 2015 AT 6.30PM**

Members Present

John Bailey, Rev Christina Bennett, Louise Clark, Alan Corbett, Paul Drew, Nellie Grimes, Jane Brown, Michelle Hills, Mark Minchell, Nick Phillips, Matt Stenning, Rod Brown, Rev Paul Doick, Hannah Robins, and Bridget Meinecke

	<u>Action</u>
1. Apologies Bridget Meinecke, Dan Valovin	
2. Declaration of Interest Alan declared that he worked for a local contractor.	
3. Minutes from the last meeting held 7th May 2015 1. Pg. 1 6.1 It should state that it was very difficult to select which option until it was known what resources would be available. 2. Pg. 5 9.1.1 A spelling mistake was noted. It should read summary not summery. With the above mentioned amendments, the minutes are agreed and approved.	
4. Matters arising (not covered by agenda items) 1. Pg. 1.4.2.7 The Isle of Wight week was successful and enjoyable. Abby Palma managed the week and is now back at school for 4 ½ days a week. 2. Pg. 3.7.3 The draft report is no longer a draft and is now the final version. 3. Pg. 4.7.3.6 Year 6, level 6 children SAT's results are now confirmed for writing. None of the children that were entered for the level 6 got awarded a level 6. It was not a surprise. Only 12 children were awarded a level 6 across the County. 4. PDrew - did any children demonstrate any stress from doing the level 6 exams. NP – Yes. It was quite an intensive period and was a lot for them to have to do in the same week. 5. BM – were parents supportive? NP – Yes, very. 6. PDrew – Did the stress manifest itself before the exam? NP – one child was upset during one of the exams, one child got upset after their exam and 2 children were upset in general. It was a tough time for them. However we were told if a child got a level 3 in year 2 then they should sit the level 6 but a lot can happen in between those years. In some respects we feel we entered children in our interest and possibly not theirs. 7. MM – How many took level 6? NP - 12 children took level 6 maths, 9 children took level 6 writing. JB asked if it was fair to say it was more objective how maths was marked as opposed to English. NP – Yes, it would appear so. 8. NP to send a report to the Governors once final figures have been received. 9. Pg. 4.8.1 There has been no changes to reception intake. 10. Pg. 5.9.2. Interviews for the KS1 teacher were held on the 8 th May. An appointment was made. The new teacher from September will be Francesca Lee and she will be joining year 1. 11. Pg. 5 9.2.6 The order for the new maths scheme has been placed. There will be	

<p>two training sessions. One on the 15th July and the other will take place before the October half term. NP asked if any Governor would like to attend the first training sessions to contact the Office.</p> <p>12. RB asked if the staff were happy with Target Tracker. MH – replied that yes they were it was just about getting to grips with it.</p>	
<p>5. Urgent Matters None to report</p>	
<p>6. Chair's Report</p> <p>1. The large part of being busy as the Chair of Governors has been being in school. The open morning that took place was a very useful and rewarding experience. Although it has been done several times it never fails to impress.</p> <p>2. Discussions have been held with County, Laura, Rod and Paul Drew regarding the candidate that has been put forward by County for the Deputy Head position in September. There has been a significant amount of time spent discussing the role with the candidate. It is felt that the candidate is a positive choice but there are some considerations to sort out first. More information will be made available to Governors after the next Staffing & Curriculum meeting. The way forward that is emerging seems to have a very attractive appeal. No formal acceptance has been received yet.</p> <p>3. PDrew – County did not come back with many candidates. The one that did get presented to us was good.</p> <p>4. AC – How does that appointment work? RB – the recommendation will have to go through Staffing & Curriculum committee. It was an unstructured interview. If an offer is made it would be for a full time one year contract, not a permanent position. We do have a plan B but it does not look like we will need to go to that. Any permanent post would have to be offered externally. It would be the Headship role and Laura would slot back to Deputy Headteacher.</p> <p>5. JB – Is Laura happy with the dynamics of the arrangement? RB – Yes. Laura is positive, upbeat and enthusiastic for the year ahead.</p>	
<p>7. Main Business</p> <p>7.1) Reconstitution of Governing Body</p> <p>1. RB – It was a legal requirement for us to reconstitute. HR role in doing the main work for this is acknowledged and she did so in a superb and thorough way.</p> <p>2. HR – We need to formally accept the new instrument. The Diocese wanted to simplify some of the wording and everything that was minuted at the last Full Governors meeting needs to be accepted. RB reads out the new instrument of government to the governors.</p> <p>3. It is unanimously agreed and accepted by the Governing body to adopt the new instrument of government. RB thanks HR for all her work.</p> <p>7.2) Governing Body 2015/16</p> <p>1. RB – We have a number of governors who wish to step down after July. HR, NG and MH. A number of other governors are considering their options. RB thanks NG, HR and MH for all their efforts and contributions throughout their time on the governing body.</p> <p>2. Any foundation governors have to submit their application to continue.</p> <p>3. It has been put forward that from September under the new instrument the 2 parent governors will be BM and MM. Local Authority Governor will be RB (which will need to be approved by the LTT). Staff Governor will be MS. Headteacher will be LR and the co-opted Governor will be AC, (this can only be formally agreed at the start</p>	

of the next FGM in September. The Foundation Governors will need to be nominated and put forward by the PCC to the Diocese. Foundation Governors to be nominated will be CB, DV, PD, LC, JB, JB with Rev Paul as incumbent. This will leave one foundation governor vacancy. RB has been talking to a parent who has a child in year 1 who has expressed an interest in becoming a governor. If the Diocese approve she will join in September and complete the Governing Body as a Foundation Governor.

4. JH to tell County the final placement decisions and also ask how AC goes about resigning as Local Authority Governor and then how RB gets appointed for the role.

JH

7.3) LA visit reports

1. NP – both reports relate to EYFS. The first report dated 18th May was of particular value to the individuals concerned. It gives details about monitoring of practice. Helen Smith conducted the report. Parts of page 2 and 3 relate to the discussion notes from Helen's meeting with Julie Jewell.

2. The second report dated 4th June is a report that is done every 3 years. It makes sure that assessments are done accurately. It also points out that everything was in order and that we meet the statutory expectations. All judgements made are firm except for 2; (there was not enough evidence to agree a level). Progress looks good for this year. Attainment will not be as high as last year. From September 2015 schools will be demonstrating more formal baseline of assessments.

7.4) Review of Governors visit

1. RB – the open morning was designed to look at Gifted and Talented pupils and how they were provided with suitable learning.

2. AC – it was amazing and an eye opener at how well the children behaved and how well the Governor visits were organised. Definite movement in recognising the needs of more able pupils and what is provided for them.

3. RB – there was clear evidence that there was differentiation for G&T pupils. When it came to observing carpet sessions there was still evidence seen that some children already knew what the teacher was covering and could be usefully doing something else. Perhaps there may be a way to look at how the TA's could work with them separately during that time.

4. JBrown – it was nice to be a part of the visits because the children wanted to show you their work and what they were doing.

4. RevPaul – It was clear that the children were proud of what they had achieved and they wanted to share that with us.

5. MS – children are now assessing more of their own work so that helps them with their confidence.

6. RB – there was a discussion about how more able pupils were managed and how the language that is used sets their mind-set.

7. NP – One of the biggest challenges is how all pupils extend and challenge themselves. There are opportunities for children to extend their learning.

8. RB – the pupils have been challenged and the evidence of those changes can be clearly seen.

9. AC – was expecting year 6 to be 'coasting' after their SAT's and visit to the Isle of Wight, but they were still learning and pushing themselves.

7.5) Update of Action Plan

1. NP – Lorraine Warner will be visiting the school again in July to conduct the final review of the Action Plan. No more work has been added to this at the moment and there have been no changes made. The report will probably come through in

August. The school and Local Authority will agree what priorities need to be carried forward or if there are any new ones.

7.6) Future of the GVO

1. RB—The renewal decision needs to be made. It will cost £450 per annum to renew.
2. PDrew – we do not use all the functionality of it. It is an expensive way of sharing documents.
3. HR – It does require a significant amount of input to make it work.
4. PDrew is to look at alternative options and come back to Governors with recommendations.
5. It is agreed not to renew the GVO.

8. Headteacher's Report

1. Page 2 – achievement of pupils – the dates have changed. The 23/6 has now moved to the 22/6 3.30pm – 4.30pm for year 1. 23/6 4.15pm – 5.00pm for year 2. 24/6 has moved to 1/7 3.30pm – 4.30pm for year R.
2. SAT's writing for KS2 Year 6 was 85% in 2014 for level 4+. The national level is 85%. This year for the same level we scored 92% so a remarkable achievement.
3. Page 3 – Lorraine Warner had to change her visit date from the 30th June to the 3rd July.
4. The school's summer production is taking place on the 9th and 10th July and the governors are warmly invited to attend.

9. Reports from Sub Committees

9.1) Finance – DV

The Finance Committee have not met since the last FGM so there is nothing to report.

9.2) Staffing & Curriculum – PDrew

1. Have not met since the last FGM as this was postponed due to Laura's replacement. There is nothing else to report as the Deputy Headteacher role was discussed earlier in the meeting.

9.3) Premises – AC

1. The projector screen in the hall is broken but will hopefully be repaired rather than replaced.
2. The asbestos in the boiler room is now resolved.
3. There is still a water mains issue. It is most likely to be a leak in the staff car park. It will cost between £5-10k to repair as the pipe will need to be replaced as the current one is over 50 years old.
4. Two new garages are to be built over the summer. They will be placed next to the KS2 end of the playground. The PE shed will become Bob's workroom. One of the new garages will be used as a store room and the other as a PE shed. The PTA will be funding one of them.
5. Quotes are currently being arranged for the playground remarking.
6. There is still an on-going problem with the boilers. It is out to tender to have them flushed.
7. There will be some minor works to the floor tiles by the staff room.

<p>10. Policies to be reviewed/approved Managing Medicines 1. The biggest change to this is now parents have to come in to administer medicines that have not been prescribed by a doctor.</p> <p>(8.00pm – Bridget Meinecke left the meeting)</p> <p>2. There were complaints regarding the change at the beginning but it seems to have been accepted by parents now.</p> <p>The Managing Medicines policy is unanimously supported and adopted.</p>	
<p>11. Information and Routine Matters 11.1) Racial Incidents None to report 11.2) Complaints None to report</p>	
<p>12. Chairman's actions 1. RB – most of time as Chair since the last FGM has been dealing with the new Deputy Headteacher appointment. As this is only a temporary contract, S&C Committee have the power to accept the appointment and it does not need to go to a FGM for ratification. 2. A progress meeting has been scheduled with Lorraine Warner for the 3rd and 18th July. 3. Would like to give great thanks to MH, NG and HR for all their time and efforts on the Governing Body. 4. Finally, this is NP final Full Governors meeting. He has had a huge influence on the school for the last 14 years. The school is a great place and that is his doing and on behalf of the Governors we would like to thank him for all that he has done and wishes him all the best in his retirement.</p> <p>NP – gives a speech to the Governors reflecting on his time at St Peter's and thanks them for their support and co-operation during those years.</p>	
<p>Next meeting set Thursday 1st October at 6.30pm</p>	

Chairman's Signature 