

Grindleford Primary School
Full Governing Body Meeting
Tuesday 7th October 2014, 7:00pm, Grindleford Primary
School

1805 Present

Nicola Luscombe (Community, Chair)

Mike Nolan (Parent)

Leonie Hill (Head Teacher)

Rachel Slack (Staff)

Juila Fletcher (Parent)

Joanne Crutchley (Parent)

Rob Bingley (LA)

Barbara Kwiecinski (Community)

Helen Mottershaw (Clerk)

The meeting opened at 7:00pm.

The meeting chaired by Helen Mottershaw until Chair elections have taken place.

1806 Apologies

None.

1807 Welcome to Helen Mottershaw as our new Clerk to Governors and Julia Fletcher as a new Parent Governor. Joanne Crutchley (parent) also brought to the Governors attention her change of name to Joanne Cooper and updated details for email.

1808 Election of Chair and Vice Chair

Nicky Luscombe said she would stand for Chair again if nobody else was interested. No prior interest had been received from the clerk or was brought to the meeting. NLu left the room and a vote was taken to re-elect her unanimously.

Nicky took over chairing of the meeting.

JCo indicated that she would stand again for Vice. Chair No other prior interest had been received before the meeting or brought to the meeting. JCo left the room and was voted unanimously into Vice-Chair again.

1809 Register of Business Interest

All members completed the relevant and passed to HMo for collation.

1810 Review 'Working Together' Code of Practice

This is contained within the Governors Handbook on page 30. No changes have been made since last year. The policy was agreed FG.

1811 Declaration of Interest in any agenda items

No governors declared an interest.

1812 Minutes of the meeting held on 1st July 2014

The date on the minutes was incorrect as 26th June 2014 as the meeting was actually held on 1st July 2014. The date has been confirmed and has now been amended

Minute 1797 – Add specific comment made to JCo by parent – “The school is great and I can’t think of any improvements that could be made”.

1799 – Increase number on roll for Sept 2014 to 74 from 73 as a child joined the school after the last Full Gobs meeting on 01.07.14. Increase Y6 leaves from 15 to 16 as this was same child joining school. Reception cohort Sept 2015 increase numbers from 6 to 8, after a conversation with pre-school leader on 07.10.14.

1799 – Add Taxal and Fernilee School to the paragraph about writing to identify clearly where good practice was seen. Unfortunately the literacy co-ordinator from Taxal did not attend the agreed meeting.

1799 – Discussion held regarding the canopy outside Class 1. Quotes still being sought as style may have implications to Solar Panels. Some canopies came down in the snow two years ago and therefore careful thought needs to be put into the gradient and load bearing of the canopy.

1799 – Discussion held again regarding the layout of Class 2 and whether it could be changed. Due to restrictions of stair well etc this project was decided to be left for the foreseeable future.

1800 – Sports Funding has now been added to the website

1800 – Governor roles for SEND and CiC decided during Governor Handbook update – page 50/51

1800 – LH to bring new performance management round up to Autumn 2 FGB. Details of 2013/14 cycle are on the HT report

1801 – LH sent summer review document to FG for meeting 7.10.14

1803 – Minutes of sub-committees to be a more robust record of all points and actions arising and carried out

1803 – All minutes from sub committees must be e-mailed to all FG including Clerk. Minutes can be agreed as a true record and signed off for filing at the end of a meeting if they have been typed and checked during the meeting.

With these amendments the minutes of FGB 1st July 2014 were agreed to be a true and accurate record

1813 Chair's Report

NL talked through her written report referencing the status of all aspects of the Governor Evaluation, amending any points which had changed.

Governor Evaluation - A skills audit was completed by all Governors.

New Governors agreed they had been inducted successfully. JFI commented that she thought the induction was very good.

The Governor's wide ranging training and skills were used effectively.

The Governor's were aware of their responsibilities which are met and acted upon in an appropriate manner.

The evaluation of the overall performance of the Governors was good.

The meetings are well attended, and all Governors participate fully in meetings and make effective contributions.

Improvements could be made in the distribution of paperwork prior to meetings.
HM to address.

All Governors were aware of the school's aims and regularly review policies and progress.

Views of Parents, carers and other stakeholders - all these groups are kept informed about the school, however there is room for improvement with regard to seeking their views. Governor forum's have been set up where parents and other interested parties can approach the Governors on any matters pertaining to the Governors and the school, however uptake for these sessions have been very poorly attended.

Achievement and standards - all Governors showed understanding of the schools outcomes and achievements compared to previous years and similar schools. The Governors are well informed about pupil achievements, variations in standard subjects and the systems used to evaluate the rate of progress in pupils towards their targets.

Personal Development and Well Being - All Governors promote the objectives and practices for ensuring the potential and equality of other Governors.

Quality of Provision - All Governors know that all learners needs are met and senior staff have good staff evaluation systems.

Leadership and Management - The Governors procedures regarding Ofsted improvements, performance management, budgets, health and safety in school are all effective in their implementation. Some improvement is needed in liaison with school co-ordinators to raise awareness of improvement actions.

NL continued her report about Membership and the schedule of work of the Governing body.

The membership details of the Governing body will be updated and all changes regarding dates of terms of office and any changes in personal information are to be amended. NL and HM to implement this.

The Sub committee members all expressed their willingness to remain in post. The following Governors took specific roles as Governors.

JFI - Achievements & Standards / Teaching & Learning / Literacy

BK - Leadership & Management / Finance / Bullying

NL - Safeguarding / SEN MN - Maths / ICT

Evidence of training needs and visits to school need to be addressed - deferred to a future meeting.

The approval of the newsletter to parents is still a work in progress and needs to be confirmed - NL to confirm.

The schedule of dates for meetings 2014/2015 was confirm as agreed except for FGBM set for Tues 18/11/14, this was changed to Tues 25/11/14 which was agreed by all Governors.

NL concluded her report with the subject of - Reconstitution Option and New Members - the Governing body must be reconstituted by Sept 2015 and the procedure should be started a.s.a.p. All schools should be looking at a small GB of 7 or 8, however the GB voted unanimously to keep the GB at 9. This would comprise 1 LA, HT, 1 Staff, 2 Parent and 4 Co-opted, this was thought to represent the best interests of the school for the future. MN indicated he wanted to be co-opted when his term of parent G ended. 1 other person has shown interest to be co-opted prior to their child joining the school and this is being followed up by NL.

1814 Head Teacher's Report

LH opened her report with the progress of the SIP stating that over the whole school improvements have been made. A new writing system has been introduced across the school and the early indication is it is very successful. The new reception starters have settled well. A progress report is to be made at the next FGBM regarding progress of Y2.

At this point the news that RS is pregnant and will be leaving at Feb h/t, but returning p/time before the end of July ST and f/time in Sept 2015, was announced. Plans are being made for maternity cover which will cause as little disruption as possible. All Governors gave their congratulations to RS.

LH continued that the SIP and schedule of evaluation correspond well with each other and that achievements are up to date.

The governors agreed the SIP for 2014/2015.

SES - the summer review round up of last years data has been co-ordinated. All aspects of SES are classed as good with some o/s features in all areas of evaluation.

SIRR report and Sats results - the school is well above the national average in all subjects and the overall outcome is good. The quality of teaching has improved. The school should focus on writing and improving the trend in reading and the pupil premiums.

There is a very positive agenda of activities in school, wider ops ukulele lessons in Class 3, tai chi, sports clubs and LH looking at a dance teacher and new sports equipment.

The take up on school dinners has been excellent meaning that there will be an assistant in the kitchen 5+ hrs per week. The kitchen is also being updated during the Xmas break which will make the space more efficient. The increase in pupils to 74 means that class sizes will have to be monitored carefully, especially when the current Y6 move on.

The website has and is being improved and updated. All GB meeting minutes are to be posted in the near future.

School looking at signing up to new teacher training programme which would bring in a PGCE on a share/swap basis with another local school. This would give a sound training base for the student and have a positive impact within school providing a much needed extra member of staff. The quality of students has been found to be greater which can only be a plus for the school.

1815 Autumn Policy Review

Staff and pupils consulted regarding extra sports equipment, coaching, orienteering and skate punts. This was approved by all Governors.

Safeguarding Audit 2014/15 - update staff lists (see minute 1813 Chairs's Report). Existing criteria has been spot checked by a compliant authority.

Governing Handbook - agreed FG

Governor's Allowances & Expenses - agreed FG

Induction Programme for New Governors - agreed FG

Instrument of Governance - until reconstitution of Governing Body (pg11 of Handbook) was agreed by FG

Mission Statement & Aims - agreed FG

1816 Invoice Approval

FGB approved payment of Whitehall invoice for residential stay 2014/15

1817 Invoice Approval

FGB approved payment of Utility / sports funding / general supplies 2014/15

1818 What have we done this meeting to improve the outcomes of Grindleford Primary School children?

Mandatory paperwork completed

Made progress on the Reconstitution of Governors

Governors evaluation and skills audit

Agreed the schedule of work

Improved the pupil voice

Next Meeting of the Full Governing Body: Tuesday 25th November 2014 7:00pm

Minutes approved by.....(chair)

Attachments:

1. *Governing Body Membership*
2. *Register of Business Interests Form*
3. *Code of Practice*
4. *Minutes of the meeting of the Full Governing Body 24th June 2014*
5. *Chair's Report*
6. *Head Teachers Report*
7. *Governing Body Meeting Schedule 2014/15*
8. *Governor Evaluation 2013 / 2014*
9. *Governing Body Handbook 2014/15*