

# Governing Board

## Minutes – Part 1



Date 28 <sup>th</sup> Nov 2024	Time 18:00	Location St Thomas'
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### Let *Your* Light Shine

Matthew 5

**We believe in a child focused approach which aims to challenge, support and engage all pupils and their families from our community**

**We offer exciting learning opportunities to unleash the creative minds of our school community**

**We aspire to create the minds of the future through innovation, passion and enthusiasm**

Member Present Fiona Ashworth Lynsey Cooper (from 6.10pm) Gemma Duff Paul Davies Jo Jones Alice Maclean Danny Millington Chris McGowan (Chair) Lisa Rodrigues Jonathan Strefford Nicola Weeks  In Attendance: Kathryn Knapp Sarah Liriano (clerk)	Apologies No Apologies  Quorate: yes
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TOPIC	NOTES
1. Welcome & Apologies	No apologies (all present), Rev Lisa welcomed to the FGB.
2. Pecuniary interests	None

<p>3. Governing Body <i>Might need to check/tweak roles</i></p>	<p>CM has joined the HTPM panel and has therefore resigned from Pay Committee leaving a vacancy on the pay committee. Anyone interested in joining Pay Committee to let CM know.</p>
<p>4. Minutes from previous meeting</p>	<p>Minutes from the meeting on 19/09/24 were approved.</p>
<p>5. Chairman's comments</p>	<ul style="list-style-type: none"> <li>• See confidential minutes.(LC arrived 6.10pm)</li> </ul>
<p>6. Headteachers report (verbal)</p> <ul style="list-style-type: none"> <li>• Feedback from LLPR (written report)</li> <li>• PAN Update</li> </ul>	<p>The report from the recent LLPR visit had been circulated prior to the meeting. Governors noted the positive feedback regarding Governors challenge of the EHT. An action plan is being developed to address the issues raised.</p> <p>The LLP visit at St Thomas' is on Wed 5<sup>th</sup> Mar 25.</p> <p><b>Q. Governors noted the comment on mistakes being repeated in English and not corrected quickly enough, is there anything parents can help support with here? Any tips that could be shared with parents?</b></p> <p>A 'helpful tips' sheet could be sent home with the next topic sheets to help guide parents</p> <p>Progress on the FIP</p> <p>English lead has undertaken training on greater depth writing and closing the gap between GD reading levels and GD writing levels and has trained staff on how to develop GD writing.</p> <p>Teaching trios are being re-run as teaching duo's with a writing focus, action points from first duo's considered not just what does greater depth look like but also next steps for SEN children. Fantastic KS1 work on curious quests model based on very effective drawing club last year and high expectation to use good vocabulary. Governors to observe during monitoring visits.</p>

	<p>Maths manager is planning Feb inset day and has attended training on developing Maths for SEN children, exploring effective Maths interventions and resources to assess SEN progression with much smaller steps.</p> <p>Both Maths and English leads have carried out school monitoring.</p> <p>Diversity – SLS have audited the school library and provided a greater range of diverse books. EARA group has been established at WHJS and attended first meeting, focus this year is on gender diversity so the group are planning an assembly and exploring a careers day with visitors in non-gender stereo typical roles. Curriculum maps have also been re-done to reflect a more diverse curriculum.</p> <p>Assessment of Foundation subjects is being explored, need to be mindful of staff workload. We have signed up to an LA project 'Effective Assessment in the wider curriculum' – first term has looked at curriculum sequencing and the 4 key skills for learning for that topic. This will be further developed next term with a paper folder for each child following the child through the school.</p> <p>PD, FA and AM had met to discuss RE and how can school values (wisdom, courage and respect) be integrated into RE curriculum.</p> <p>Wisdom – Wise man built his house upon the rock  Respect – Good Samaritan  Courage – Mary and the birth of Jesus</p> <p>Plan to publish a book including the children's artwork so that the children become very familiar with these stories.</p> <p><b>Q. Is RE being taught as per the previous timetable?</b>  Yes, now being taught by all classes at 11.15am on a Friday morning. Staff have reported that they are</p>
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	<p>enjoying teaching RE. Regarding 'developing children's spirituality' more engagement needed with reflection areas so more interactive reflective areas will be developed in school.</p> <p>Pay committee have approved the pay policy, performance management has been removed from teachers contracts and teachers will now move up the pay scales unless on formal capability even if targets not met.</p>																								
<p>7. Committee Update</p> <p>a. Resourcing and Compliance</p> <ul style="list-style-type: none"> <li>• Approve TOR</li> <li>• Policies to review: Attendance</li> <li>• Approve revised budgets &amp; 3 year plans</li> </ul> <p>b. Teaching &amp; Learning</p> <ul style="list-style-type: none"> <li>• Approve TOR</li> </ul> <p>c. Safe-guarding</p> <ul style="list-style-type: none"> <li>• Confirm read KCSiE</li> </ul>	<p>a. Resourcing and Compliance</p> <p>Budget report had been distributed prior to the meeting. The financial position at both schools had improved from the budgets that had been approved in May but both still running deficits which are being met by current surplus.</p> <p><u>St Thomas' CE Infant School</u></p> <table border="1" data-bbox="639 1182 1394 1630"> <thead> <tr> <th></th> <th>Original budget 24/25</th> <th>Revised budget 24/25</th> <th>Variance Favourable/ (Adverse)</th> </tr> </thead> <tbody> <tr> <td>Current Year Surplus/(Deficit)</td> <td>(41,947)</td> <td>(16,828)</td> <td>25,119</td> </tr> <tr> <td>Surplus/(Deficit) Brought Forward</td> <td>43,116</td> <td>43,116</td> <td>0</td> </tr> <tr> <td>Cumulative Surplus/(Deficit) C/Fwd</td> <td>1,169</td> <td>26,288</td> <td>25,119</td> </tr> </tbody> </table> <p><u>Woolton Hill Junior School</u></p> <table border="1" data-bbox="639 1709 1394 1912"> <thead> <tr> <th></th> <th>Original budget 24/25</th> <th>Revised budget 24/25</th> <th>Variance Favourable/ (Adverse)</th> </tr> </thead> <tbody> <tr> <td>Current Year Surplus/(Deficit)</td> <td>(32,193)</td> <td>(4,340)</td> <td>27,853</td> </tr> </tbody> </table>		Original budget 24/25	Revised budget 24/25	Variance Favourable/ (Adverse)	Current Year Surplus/(Deficit)	(41,947)	(16,828)	25,119	Surplus/(Deficit) Brought Forward	43,116	43,116	0	Cumulative Surplus/(Deficit) C/Fwd	1,169	26,288	25,119		Original budget 24/25	Revised budget 24/25	Variance Favourable/ (Adverse)	Current Year Surplus/(Deficit)	(32,193)	(4,340)	27,853
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	Surplus/(Deficit) Brought Forward	74,217	74,217	0
	Cumulative Surplus/(Deficit) C/Fwd	42,024	69,877	27,853
	<p><b>Q. Is there anything else that can be done to improve the situation?</b> If we have staff vacancies will aim to recruit ECTs.</p> <p><b>Q. Is it possible to see the impact of the budget beyond 3 years?</b> No – the LA budget tool only allows 3 years.</p> <p><b>Q. How much does the high SEN need impact the budget?</b> EHC funding does not cover TA salaries, we have been successful in receiving additional funding for 2 EHCs beyond the initial allocation. Furthermore for children living in West Berkshire the funding received is less than for those living in Hampshire for the same level of need, currently 2 children receiving EHCs are West Berks residents.</p> <p><b>The Governors approved the revised budgets for St Thomas’ CE Infant School and Woolton Hill Junior School</b> <b>The governing body is aware of the future year deficit as shown on the plans for St Thomas Infants Schools and Woolton Hill Junior School, and will take action to address it.</b> Governors thanked LC for her helpful report.</p> <p>Governors approved the amended TOR for the Resourcing Committee.</p> <p>Attendance policy approved</p>			

	<p>RE policy approved</p> <p>b. Teaching and Learning Updated TOR approved. Monitoring report to be circulated once completed.</p> <p>c. Safe-guarding NW had met with EHT and processes are being followed. Meeting planned for 23/01/25 to check SCR and staff and pupil conferences re safe-guarding.</p> <p>HTPM went well and objectives set for next year, all targets from last year met and improvement in staff survey results noted.</p> <p>Governors thanked EHT for his hard work.</p>
8. Education Catering	<p>Education Catering will close summer 26. Expecting further information on 9<sup>th</sup> December regarding an LA brokered private contractor that schools could pay into via an SLA. One issue may be that the meal price would need to reflect site costs – currently larger schools are subsidising smaller schools and with kitchens running at both our school sites this may be a challenge.</p> <p><b>Q. Is there a possibility of a cluster response?</b> No, some schools in our cluster already use private companies.</p> <p>School business manager is exploring options and Governors will be updated at the next meeting.</p>
9. Whole Governing board training 24-25	<p><b>13/3/25</b> 6-8pm Moving your School from Good to Outstanding Judgements</p> <p>All encouraged to attend</p>
10. AOB Staff survey results	<p>This was a repeat using the same questions as 2 years ago. Both sections (Section A: Empowerment &amp;</p>

	<p>Engagement and Section B: Leadership &amp; Management) showed a more positive picture. If it is repeated again it may be helpful to know if staff are teaching staff. Also could help to include option for individual comments.</p> <p>Governors noted the improvement showing an impact of staff insets on well-being and team working.</p> <p>Any Governors willing to be interviewed by Young Journalists for a feature in the school newsletter to let CM know.</p>
<p>11. Next meeting(s)  30<sup>th</sup> January 2025 6-8pm at WHJS  27<sup>th</sup> March 2025 6-8pm at St Thomas'  15<sup>th</sup> May 2025 6-8pm at St Thomas' (propose 22<sup>nd</sup> May?)  10<sup>th</sup> July 2025 6-8pm at WHJS</p>	<p>Agreed to move May FGB to 22<sup>nd</sup> May.</p> <p>Meeting closed at 8pm.</p>