

# Governing Board

## Agenda & Minutes



Date 24 November 2022	Time 1900	Location Zoom
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Member Present Sarah Rolls, Paul Davies, Kathryn Knapp, Karen Callow, Steve Waite, Andy McLaughlin, Yordanka Kavalova, Fiona Ashworth, Rev Christine Dale, Rachael Dennett, Jonathan Walters	Apologies Abbie Dando
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TOPIC	NOTES
1. Welcome & Apologies	<ul style="list-style-type: none"> <li>Chair noted Andy McLaughlin would be 10 minutes late and noted apologies from Abbie Dando</li> </ul>
2. Pecuniary interests	<ul style="list-style-type: none"> <li>None noted</li> </ul>
3. Minutes from previous meeting	<ul style="list-style-type: none"> <li><b>Approved</b></li> <li>Noted action with SW regards Instrument of Governance – Steve to notify new constitution of 16, reduced from 20 and to ask Local Authority if they have any Local Authority Governors available</li> <li><b>Vote</b> to reduce constitution from 20 to 16 – <b>All agreed</b></li> <li>Looking for a new Staff Governor in place of Karen Callow</li> <li><b>Vote</b> to appoint Karen into a Co-opted role – <b>All agreed</b></li> <li>Steve will document this in the new instrument of governance. Reduces Foundation -1 and Co-opted -3</li> </ul>
4. Headteachers report	<p><b>LLPR feedback</b></p> <ul style="list-style-type: none"> <li>Both schools inspected – awaiting formal report. Noted big improvements – but that work is still needed.</li> <li>Leadership shows more capacity</li> <li>Noted there was more consistency in provision of education in Infants, versus Junior</li> </ul>



	<ul style="list-style-type: none"> <li>• Better handling of disruptions in class and improvements in behaviour, particularly through the Six Strands</li> <li>• Training of staff is showing dividends and now needs time to embed</li> <li>• Some immediate changes already being put in place</li> <li>• Using stronger members of staff as role models for others and having them watch them in practice</li> <li>• SR and YK were present for the feedback</li> <li>• Steve will provide Staff with a safeguarding memo for back of ID cards that highlights key safeguarding approach</li> </ul> <p><b>Relationship between Infants and Juniors</b></p> <ul style="list-style-type: none"> <li>• Improvements being made – but still more needed</li> <li>• Need to overcome the physical distance between the schools</li> <li>• Explore creating opportunities for both schools to work together</li> <li>• Encourage an infant teacher to apply for Staff Governor</li> </ul> <p><b>Discussed the Maths evening</b></p> <ul style="list-style-type: none"> <li>• Very positive with many emails from parents to</li> </ul> <p><b>Events for Governors</b></p> <ul style="list-style-type: none"> <li>• Christmas service 13 December</li> <li>• Carols on the playground</li> </ul>
5. Governor Monitoring Updates	<ul style="list-style-type: none"> <li>• Full details available in the individual monitoring reports</li> <li>• Summary was mixed, with some leads being very well prepared and having a clear plan for their subject. Others need more preparation, though noted that some had only recently taken on these responsibilities</li> <li>• English – Successful transition of subject leads. Focusing on ensuring phonics scheme at infants has continuation and progression at the junior school.</li> <li>• Maths – Clear progression provided by the White Rose</li> <li>• SEND – Clear strategic processes for the improvement of SEN were evidenced. detailed paperwork.</li> <li>• Early Years – Able to discuss the impact of the new assessment practices and the development of the end of key stage aspirations. Children are tracked against these clearly.</li> <li>• Science – strong progression and mapping of knowledge. . Further focus on formative and summative assessment</li> <li>• History – good planning and roll out to school. Continuing to develop summative teacher assessment.</li> </ul>

	<ul style="list-style-type: none"> <li>• Next steps: Some Middle leaders will be supported by senior leaders to articulate the impact of their work more clearly.</li> </ul>
6. Committee Update a. Safeguarding b. Compliance c. Teaching & Learning d. Resourcing e. Strategy & Comms	<ul style="list-style-type: none"> <li>• <b>Compliance</b> – SW proposed a more formal process for review and sign off of new or updated policies. Supported by the GB.</li> <li>• Committee had reviewed two policies for adoption covering Bullying and Racism</li> <li>• <b>Teaching &amp; Learning</b> – to be held after the FGB this time due to data drop. Planning next round of monitoring.</li> <li>• <b>Resourcing</b> – Report was provided in advanced and discussed in the meeting. Noted that school had received a new Sports Premium fund and now need to define intent. Approved spend on the Infant staff room.</li> <li>• <b>Vote:</b> <u>3-year budget was approved</u></li> <li>• Pay Committee – thorough review of the process and the documentation used to assess staff.</li> <li>• <b>Vote:</b> <u>Pay review approved</u></li> <li>• <b>Strategy &amp; Comms</b> – meeting to build a strategic communications plan. Abbie working up a draft.</li> </ul>
7. OFSTED Readiness	<ul style="list-style-type: none"> <li>• Junior anticipated before Christmas, but Infant could be equally likely</li> </ul>
8. Whole Governing Body Training	<ul style="list-style-type: none"> <li>• Safeguarding training to be led by Paul – dates to be agreed</li> <li>• Agreed to set up training “Holding Leaders to Account”</li> </ul>
9. AOB	<ul style="list-style-type: none"> <li>• Question about the recruitment of the clerk – no candidates still. To explore use of a remote “video only” clerk</li> </ul>
10. Next meeting date(s)	<ul style="list-style-type: none"> <li>• Teaching &amp; Learning 14 December 5pm Woolton Hill Junior School</li> <li>• FGB 26 January 6pm St Thomas’</li> </ul>