GAYTON JUNIOR SCHOOL

Minutes of Full Governors Board Meeting held on Monday 16th July 2018 from 6.30-8.42pm

Present: J Chapman S Mahal (Chair) M Bailey D Tomlinson

D Costema J Hill A Cokayne R Gill

C Warren D Costema R Burnett

In L Hill

attendance: J Hague (Observer)

L Axten (Minutes)

FG4/1 Apologies for absence and consent

Action

No apologies were received for the meeting. R Singh sent his apologies retrospectively.

FG4/2 Declaration of Pecuniary or Business Interest

S Mahal declared her employment at Flint Bishop, which is the HR provider for the school.

FG4/3 Minutes and Matters Arising- FGB 21st March 2018

SM enquired as to whether all governors had read the minutes of the meeting, of which they had. The minutes were agreed as an accurate record of the meeting. Actions were agreed as completed as follows:

RG confirmed that she had circulated a governor vacancy at Rolls Royce and will

- do this again tomorrow.
- JC confirmed she had sent a brief description of the role to RG.
- LA confirmed that she had contacted the university.
- DC confirmed she had contacted the interested governor to no avail.
- JC confirmed that there is a new Tuck Shop provider organised for the Autumn term.
- JC advised that she had thought again about counselling for staff and will not proceed.
- JC informed that she had broken down the attendance statistics by vulnerable groups, however not by gender; item to be carried forward.
- SM confirmed she had signed off the revised budget.

FG4/4 Minutes and Matters Arising from Committee Meetings

CW confirmed the Standards committee minutes circulated were an accurate record and had nothing further to add.

The governors reviewed the minutes from the Personnel and Pupils meeting and agreed them to be an accurate record of the meeting.

The governors also reviewed the minutes from the recent Premises, Health & Safety and Finance committee and agreed them as an accurate record of the meeting.

FG4/5 2018/19 Committee membership, Link Governor Roles

The governors agreed to roll the agenda item forward to the first meeting in September.

FG4/6 Head Teacher's Report

The governors read through the report, together with the requested attendance data. JC informed that LA is leaving her role as Clerk to Governors and thanked her for her hard work.

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JC

SM asked JC to investigate data for authorised absence for religious holiday. Governors commented on the numbers of unauthorised absence, to which LH advised that the number could change should letters be received by parents.

JC

Q- Governors asked if specific children affect the attendance data? JC confirmed that this is the case, governors discussed the process for parents informing of their child's absence.

JC advised that the Educational Welfare Officer is very effective and regularly follows up with families. Governors noted that attendance overall is above the national average.

RG left the meeting at 7.36pm.

JC referred to the School Development Plan circulated.

Q- Governors asked how priorities have been decided for the coming year? JC advised that was an initial plan, which is yet be validated by SLT.

JC talked through the priorities listed in the document and the rationale behind each one. Governors discussed reading at greater depth, JH asked for more clarity around the targets for reading to be added to the School Development Plan. SM asked JC to return with an update agreed by SLT in September.

JC

FG4/7 Appraisal Objectives - 2018/19

JC shared the document, which will be shared with SLT before coming back to governors. SM asked if the targets are generic, JC talked through the drivers behind the targets. JC agreed to return with the updated document in September. Agenda item to be rolled forward.

Governors discussed the role of 'SEND Challenge Champion' which had been suggested in DC's appraisal objectives; governors agreed that this would not be a good use of the SENCo's or the headteacher's time at present due to capacity.

FG4/8 **SATS Results Update**

JC asked JC to talk through the provisional data, advising that four of the reading at greater depth assessments are being sent back for re-marking. JH talked through the lower ability children and how they performed during the tests. JH informed that there was plenty of evidence of the four children working at greater depth.

JH advised that the maths mark had been raised by 4 marks, and several children had missed the mark by one.

JC talked through the Pupil premium data against national averages and gave context. JC advised of accelerated progress from within the group.

The governors reflected on the positive data and thanked the staff for all their hard work, also offering congratulations for their achievement with the results.

FG4/9 **School Dinner Price Increase**

JC advised that a letter had been received from Taylor Shaw at Derby Moor, which LH read out. LH relayed via the letter, the caterers proposal of a price increase of 10p to £2.20 per school dinner.

LH and JC confirmed that they had sent out to local schools to find out what they charge, and advised that most other schools are already charging this rate.

LH confirmed that numbers of children having school dinners are way down, and talked through the figures, advising that parents have not called the quality into question, however affordability is a concern for some parents who have received universal free school meals up until year 3. The governors agreed the price increase.

JC LH

JC and LH agreed to send out details of the price increase including Year 2 parents.

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FG4/10 Governor Visits for Monitoring and Evaluation

RB confirmed she had met with Becky regarding writing, and more children are now working at greater depth. RB confirmed that all are making expected progress except SEN writing in Y5; DC added context by explaining some of the challenges faced by children in the cohort.

RB informed that Y3s cohort have made good progress. RB talked through tweaks that the writing lead has in place to ensure children are reaching expected progress and above expected.

RB confirmed that she had checked the Single Central Record. RB advised that she has yet to check the Collective Worship timetable.

FG4/11 School Development Plan

The agenda item was agreed as addressed earlier in the meeting.

FG4/12 Meeting Dates 2018/19

Dates of meetings for the next academic year were circulated by JH. DC informed that parents of children with autism were given a specially formatted version of the timetable so they can be forewarned of events in school.

FG4/13 Correspondence

The details of this agenda item can be found in the accompanying confidential minutes.

FG4/14 **Determination of Confidentiality of Business**

Items discussed under items FG4, 10, 13 and 16 were determined to be confidential.

FG4/15 Suggested items for the Next Full Governing Board Meeting

2018/19 Committee Membership and Link Governor Roles 2018/19 School Development Plan 2018/19 Appraisal Targets

FG4/16 Any Other Business

LH informed that a skip has been ordered for the removal of broken items in the garage, SM signed to approve the disposal of the items.

FG4/17 Key Impacts

SATs results

Dinner Money price increase

FG4/18 Date of next meeting: was circulated in packs.

Items for Action

FG4/3 FG4/6	JC to provide the requested attendance by gender data. JC to investigate the number of absences taken for religious holiday.	1C 1C
FG4/6	JC to liaise with SLT regarding the School Development Plan and return to governors with the agreed document.	JC
FG4/7	JC to liaise with SLT regarding appraisal objectives and return to governors with the requested information.	JC
FG4/9	JC and LH to inform parents, including those of Y2 children of the planned price increase for school dinners.	JC LH