

**Minutes of a Meeting of the Full Governing Board of Glen Hills Primary School held on
Wednesday 14th June 2017 at the school at 7.00pm**

Members present: Amy Smith, Chris Kingsley-Mills, Chris Merrill, Danny Nutbrown, Jo Small (Chair), Karen Rawlings, Marie Butterworth, Rose Johnson, Sally Ann Roberts, Simon Curley, Tim Sutcliffe (Executive Head), Vicky Grage

In attendance: Sue Foreman (Clerk), Talvinder Tundall (School Business Manager)

No.	Item	
1	<p>Apologies</p> <p>Apologies were accepted from Becky Wesley, Geoff Welsh, Janette de Voil, Lee Geraghty, Melissa Sanderson, Pauline Hind and Michael Tully who was abroad</p>	
2	<p>Declarations of interest</p> <p>There were no further declarations of interest</p>	
3	<p>Minutes of the last meeting (accuracy)</p> <p>The minutes of the last meeting were agreed and signed with no amendments.</p>	
4	<p>Matters arising</p> <p>The following matters arising were discussed:</p> <p>There were no candidates for the parent governor vacancies and these will go out to election again at the start of the new year.</p>	
5	<p>Questions on the Head teacher's report</p> <p>Tim presented his report and the following questions were asked:</p> <p>Q What special events are planned for the school's 80th birthday?</p> <p>We have 80 year old Winnie coming in for a special assembly; other special speakers and other events.</p> <p>Q What can we expect from the SATs results?</p> <p>SATs results will be okay but not outstanding, we predict.</p> <p>Q What external moderation have we had and with what degrees of success?</p> <p>External moderators came in to see both the Foundation Stage and Key Stage 1 teams and our judgements were confirmed.</p>	

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Questions on the Head teacher's report cont...

Q How is phonics screening going this week?

It's going well but we expect the results to have dipped a little more. Some late arrivals have affected this, especially one child with no English.

Q What is marmalade spelling?

An intervention which allows for fast paced learning of spellings.

Q Which year groups won't have PE support next year and why?

The work we have put in this year has left years 4, 5 and 6 much more confident about teaching PE. Year 1 and 2 will access continued support; and no decision has yet been made about year 3.

Q Is there any update on the Symphony Assessment Scheme?

Yes. We have found that it is slightly over ambitious and we are expecting too much of the children. We have addressed this by tweaking the scheme to be more realistic.

Q Why are we seeing red ragged areas in year 1 girls and PP children?

Our few girls have an impact on the percentages. The PP interventions have slowed due to staff absence and this is being addressed.

Q There seems to be a lot of yellow rag ratings in writing?

These areas are on track and there is no trend over each year group of delayed progress - in fact we will see accelerated progress later on.

Q What do we need to put in place to support maths?

Strategies such as pre-teach, building confidence etc will help. There has also been positive impact from the work undertaken by Caroline Roper. Confidence plays a huge part in girls' progress in maths. We are gratified that there is no widening of the gap between girls and boys.

Q How can we progress our work with PP children?

We are having an expert from the Symphony schools coming in to do an external evaluation of our work with PP children.

Q Are observations undertaken of other subjects?

Yes literacy and numeracy tend to be the focus but also doing PE, science, geography, etc. Some of these are joint observations and some are single.

5

Questions on the Head teacher's report cont...

Q Are there any children joining us who have EHC plans?

Yes there is one currently in Reception, but no-one brand new to the school.

Q How are we doing with attendance?

Attendance is up and persistent absenteeism is down. Becky has been working extremely hard in this area.

Q How are the results of the parents' survey looking?

The outcomes are very positive, which we are pleased about. Issues raised included parking and parents also wanted smaller classes and bigger classrooms. Some parents would like more electronic communications and less paper based communications.

Q Were there more or less responses than usual?

About 20% which is around the same as usual.

Q Have there been any resignations?

There have been 2 and we are not replacing them in order to make savings. We do have some part time posts to which we have appointed for after school club.

Q Is there any more news on the funding formula?

No. Tim suspects it will be put off for another year with the current political state.

Q Is there a gender stereotype with the male PE staff?

It would be good to have female role models but these are the best people for the job. Governors praised the work undertaken by the school in relation to PE which is diverse and very successful.

Q Is there any verbal feedback from today's RE visit?

Governors were impressed with the teaching and learning they saw in all year groups, including the story of Jonah and the Whale, a virtual tour of a mosque and conflict resolution.

Q What happened with the London residential?

Tim and Amy spent the Sunday after the London Bridge tragedy ringing around parents asking whether the trip should go ahead. Some parents decided against sending their child, but about 25 children attended and it was very successful. Governors thanked staff for going ahead for the trip, which will go ahead again next year. Some parents have asked for a refund.

6	<p>Symphony Learning Trust</p> <p>Tim provided an update on SLT. The minutes of the last trustees meeting was circulated. Heads and Business Managers are now meeting regularly and things feel in place.</p> <ul style="list-style-type: none"> • Financial audit went very well • Budgets for next year are in place • ‘Mocksteds’ began today with Tim, Catherine and Matt starting at Thornton. • Still may be some South Derbyshire schools joining in the Ashby area. 	
7	<p>Feedback from committees</p> <p>The following questions were asked in relation to the committee reports:</p> <p>Management Committee</p> <ul style="list-style-type: none"> • The grant for the roof has been approved and we have started to receive the funds <p><i>(Rose declared a pecuniary interest as her husband’s company deals in solar panels and LED lighting)</i></p> <ul style="list-style-type: none"> • In principle the development of solar panels and LED lighting in itself is fine but there is work to be done on the type of lease agreement • Performance Management for the head teacher will still require an external consultant costing £350. This was agreed. <p>Finance and Personnel</p> <ul style="list-style-type: none"> • Small suggestions made by audit are being taken up and acted upon. <p>Curriculum Committee</p> <ul style="list-style-type: none"> • The following policies were ratified by FGB: Library, Early years, PE, Careers, History, PSHE, SRE, Collective Worship and Geography • Swimming was discussed and will be moving to a different venue • Following the recent training, the committee wondered if some committees should change. Governors were invited to provide feedback to Jo. <p>Safeguarding Committee</p> <ul style="list-style-type: none"> • Annual safeguarding report has come back and is fine. The school’s policy on social media can be found on the website and the use of mobile phones is covered in the Code of Conduct and Images of Young People policy. • Wednesday 23rd August - there is safeguarding training at Fairfield which governors may attend if they wish. 	Governors to action

7	<p>Feedback from committees cont...</p> <p>Pay Committee</p> <ul style="list-style-type: none"> • The committee has met in relation to Tim's salary. 	
8	<p>Business Manager's report</p> <p>Talvinder presented her report and the following points were raised:</p> <ul style="list-style-type: none"> • The budget has been done and will go to the Trustees next week • We will be terminating our contract with Food Support in order to bring the provision in house. This is due to begin in January. We will have more control over quality and price. Staff will be TUPE transferred and for our staff their contracts will be slightly better. • The LA insurance is still good value and will be retained • £59 dinner money debt has been written off • After school club will have to close if uptake doesn't improve. We will persevere until October half term and then if it is not sustainable, it will close from January 1st. • Internal audit - common themes across the trust are coming up and are minor • Angie who does pottery cannot be funded although pottery will continue in some form. 	
9	<p>Reports from monitoring visits</p> <p>The reports were discussed earlier on the agenda</p>	
10	<p>Glen Hills Governors - memberships, training</p> <ul style="list-style-type: none"> • Parent governor elections and a co-opted vacancy will be held over until next term • Chris M reported on the SEN briefing meeting • Talvinder went to the Finance Governors training, which she thought was good. • Chris K-M did the online NSPCC safer recruitment training • Karen has also attended training 	
12	<p>School parking</p> <p>The meeting on school parking was attended by a relatively small number of parents. There were no new ideas, although a letter has been included in the 4+ pack and it was reiterated at the 4+ induction meeting this week. Jo read out a response from the LA which was rather non-committal.</p>	

	<p>School parking cont...</p> <p>It was suggested that local neighbours could be canvassed to write to an appropriate person/body to inundate them with mail.</p>	
13	<p>Safeguarding</p> <p>This was covered earlier in the meeting</p>	
	<p><i>The meeting closed at 8.51pm</i></p>	

- Please advise Tim if you are able to attend the Governors' assembly
- School fete this Saturday, 1.00- 4.00pm