

Minutes of a Meeting of the Full Governing Board of Glen Hills Primary School Academy on Wednesday 15th March 2017 at the school at 7.00pm

Any Other Business: AOB will be taken at the discretion of the Chair and only considered if notified to the Clerk before the meeting

Members present: Amy Smith, Becky Wesley, Chris Kingsley-Mills, Danny Nutbrown, Janette de Voil, Jo Small (Chair), Lee Geraghty, Marie Butterworth, Melissa Sanderson, Pauline Hind, Rose Johnson, Sally Ann Roberts (arrived at 7.03pm), Simon Curley, Tim Sutcliffe (Executive Head), Vicky Grage

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

1	<p>Apologies</p> <p>Apologies were accepted from Chris Merrill and Michael Tully who had another commitment; Karen Rawlings (who was celebrating her son's 8th birthday); and Geoff Welsh.</p>	
2	<p>Declarations</p> <p>There were no further declarations of interest</p>	
3	<p>Minutes of the last meeting</p> <p>The minutes of the last meeting were agreed and signed as an accurate record of the meeting.</p>	
4	<p>Matters arising</p> <p>Item 10 - LAC data: will be reported on annually in the autumn term</p>	
5	<p>Questions on the head teacher's report</p> <p>Q How do we compare with the rest of the Symphony group?</p> <p>It can be seen that our achievement is higher than across Symphony as a whole.</p> <p>Q The SEN group in year two is below their peers in both maths and reading. Why is this?</p> <p>This is a very small group, just 4 children. It is not statistically significant although we are proactively working with these children.</p> <p>Q What can we see from the data about the FS Pupil Premium children's achievement maths?</p> <p>It was very early in their school careers. We should be concerned if we don't see improvement in the summer.</p> <p>Q What can we see from the PP data?</p> <p>The PP gap is not widening which is good; but there is still more to be done.</p> <p>Q What about the progress girls are making in maths?</p> <p>We can see that girls are closing the gap in maths.</p>	

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

Q What about KS1 phonics?

We don't expect such a high pass rate this year but that is not a great cause for concern.

Q When conducting teacher observations, how do you decide which teachers to see together?

It's on a rota so that everyone gets a turn. There may occasionally be a reason to pick a teacher at a particular time.

Q How is Earwig working?

It is working very well for non-core subject assessment.

Q What kind of teaching mean that a lesson requires improvement?

It is when learning objectives aren't matched with and progress is not as fast as it should be. It includes pace and will include when a group's needs aren't being met.

Q Can you explain the issues regarding the national formula funding?

Tim gave the background to this and suggested that governors returned a fairer funding consultation response. The proposed funding would see a 2% decrease, as detailed within the report. The forecast is that we will not always be able to recruit to posts which are vacated. We are managing this very carefully and await further developments. Tim is being proactive with efforts to influence the process and outcomes.

Q Is this why the letter was sent to parents?

The letter was designed to pre warn parents that we will not be able to tolerate dinner money debt, or low levels of voluntary trips, etc

Q How will we support staff if the funding changes and budget savings we have to make adversely affects their well being and stress levels?

We have provided staff with perhaps a bleaker outlook than we are hoping for in order to manage their expectations. We will support one another by working together and being open and honest with one another. We hope that creative solutions will emerge (such as using HLTAs instead of supply cover) or using classroom TAs slightly differently. We wouldn't use HLTAs to cover long term sick.

Q Do HLTAs have to be specifically qualified in English and Maths?

Yes English and Maths are paramount

Tim noted an incorrect figure for 2015/2016 behaviour log. Bullying and cyber bullying should both be marked as one each.

	<p>Questions on the head teacher’s report cont...</p> <p>Q Will there be another sports apprentice now that the existing apprentice has left?</p> <p>No as we can’t afford it. But we have a strong legacy left where staff are feeling more confident and able in delivering PE. Updated description of Sports Premium funding will soon be on the website.</p>	
6	<p>Questions on the Business Manager’s report</p> <p>Q How much dinner money debt is being chased?</p> <p>Three families owe approx £50, £40 and £30 each. These tend to be repeat offenders and parents need to know that this won’t be tolerated.</p> <p>Admissions Policy was proposed, seconded and agreed.</p> <p>SLT’s safeguarding policy has been updated.</p> <p>Q When did we last see the safeguarding policy? Does it include staff use of mobile phones, especially in relation to changing rooms?</p> <p>It was last seen in September when the new SLT-wide policy was agreed.</p>	
7	<p>Symphony Learning Trust</p> <p>Various minutes were circulated as part of the papers. Old Mill will convert on July 1st. Solicitors have been appointed.</p> <p>Kathryn McGovern is still working with Granby.</p> <p>SLT were approached to take on a school in South Derbyshire which is in Special Measures. There are a number of schools in that area looking to join and they would join with our partners in NW Leicestershire.</p>	
8	<p>Questions from Committees</p> <p>Curriculum Committee: The Library Policy was agreed. It was proposed that there should be a space on monitoring forms to add any comments or observations on safety, safeguarding and wellbeing. It was also agreed that governor monitoring visit forms will be reviewed by curriculum committee prior to coming to FGB.</p> <p>Finance Committee: Nothing to add</p> <p>Management Committee: The committee looked at the subsidence issue with our neighbours; and we are waiting to hear about roofing grant (end of March). It has been agreed that Becky can reduce her hours from 5 days a week to 4 days a week as there are no logistical issues.</p>	
9	<p>Questions from governor monitoring visits</p> <p>There were none</p>	

10	<p>Governor guidance on requests for unpaid leave</p> <p>Jo has been inundated with requests from staff members expecting unpaid leave. Thoughts included:</p> <ul style="list-style-type: none"> • Limit the number of times this can be done • What are the business reasons for saying yes or no • Be clear that it only applies to exceptional circumstances • Are staffing issues a good enough reason to say no to requests • There is no consistency across the SLT schools • How do we manage staff who book holidays before getting permission • Would it be SLT-wide? Probably not as Heads have differing viewpoints <p><i>(Marie left the meeting at 8.36pm)</i></p> <ul style="list-style-type: none"> • Are levels of sickness absence a factor in granting permission? • Management Committee will consider this - please send Tim any views • Consider at next FGB 	Sue to agenda
11	<p>School Parking</p> <p>It was agreed that one approach to resolve this might be to set a piece of homework for the whole school and hope that children discuss the issues with their parents.</p> <p>A parents meeting was discussed and it was agreed that this is unlikely to be effective at stopping people from doing it but might help to raise awareness of the issues.</p> <p>Any comments should be sent to Jo</p>	
12	<p>Safeguarding</p> <p>The SLT audit has now been done and this included two new members of staff. Staff felt very safe in school and that Becky and Tim both have an open door policy.</p>	
13	<p>Governor memberships</p> <p>Chris Wigley and Dave Blaney have both resigned from the FGB (26th January and 14th March respectively). There was a question about how this affected the proportions of LA associated persons. However, this rule applies to the SLT trustees and not to the LGB.</p>	
14	<p>Equality policy, Equality objectives and accessibility plan</p> <p>The equality policy, equality objectives and the accessibility plan were discussed and all agreed.</p>	
	<p><i>The meeting closed at 8.55pm</i></p>	