

<b>Governor</b>	<b>Present / Apols / Absent</b>		<b>Governor</b>	<b>Present / Apols / Absent</b>
Kevin Wilson (KW) <b>CH</b>	Present		Julie Stevens (JS)	Present
Alan Jones (AJo)	Present		Jon Coupland (JC)	Present
Philip Sanders (PS)	Apologies (work)		Sean Sweeney (SSw)	Present
Peter Rodgers (PR)	Present		Tim Alexander (TA) <b>VC</b>	Present
Jan Montague (JM)	Present		Ralph Crook (RC) <b>VC</b>	Present
Nigel Larcombe-Williams (NLW)	Apologies (work)		Caroline Jordan (CA)	Present (until 20:14)
Alex Jackson (AJA)	Present (from 19:54)		Stuart Ridley (SR)	(from 18:22)
Sarah Jones (SJ)	Present		Sally Hubbard (SH)	Present
Andrew Willetts (AW)	Apologies (family)			

**Also Present**

<b>Name</b>	<b>Designation</b>		<b>Name</b>	<b>Designation</b>
Jay Hooper (JH)	Clerk		Alison Horn (AH)	Strategic Business Leader
Barbara Manning (BM)	Vice Principal		Sue Miller (SM)	Associate Member
Adrian Wade (AWA)	Associate Member		Tim Randell (TR)	Associate Member

	<b>Meeting Open: 18:13</b>			
<b>Ref</b>	<b>Action / Decision</b>	<b>Owner</b>	<b>Date</b>	<b>Complete by</b>
1606.01	Agenda item: Welcome and apologies			
	Introductions were made for the benefit of new governors and associate members Apologies: PS; NL-W; AW			
1606.2	Agenda item: Declarations of interest			

	Reminder issued; none declared			
1606.3	Agenda item: Minutes of previous meeting			
	Minutes of FGB meeting 1602 22 September 2016 agreed and signed Prop: AJO; Sec: SSw carried unan.			
1606.4	Agenda item: Matters arising and not on the agenda			
	1602.12 - reminder issued that reporting all activities carried out on or on behalf of the school is very important for governor record keeping Reminders issued for all to complete Hayes online Safeguarding training, and the online Prevent training (forward certificate of completion to JH)			
1606.5	Agenda item: Budget containment			
	18:19 Meeting moved to Part II. AW, SM, TR left meeting. 19:08 Meeting moved back to Part I. Associate members rejoined meeting.			
1606.6	Agenda item: Principal's report			
	<p>Governors received and read report and executive summary in advance of the meeting. No questions tabled in advance.</p> <p>SJ gave outline of main issues. Governors noted: Behaviour is now on the job specification of all members of staff, and all are expected to challenge / deal with issues of behaviour as they arise; SLT support in place.</p> <p>New Head of MFL starting in January</p> <p>Themes starting to arise from teaching &amp; Learning reviews, which are working well. Governor reviews are now starting</p> <p>Governors questioned the emphasis placed on Literacy and Numeracy, where more focus and resource is given to the former.</p> <p>SJ responded, explaining the reasons for current greater emphasis on literacy. Governors assured that numeracy is also now being tackled but requires different interventions and resources.</p> <p>Governors challenged SJ &amp; BM:</p> <ul style="list-style-type: none"> <li>● In Jan 16 governors had a meeting wholly focused on SEND. As we approach a year on from that meeting, there is a need to know the plan and progress</li> <li>● Curriculum Meeting 30.11.16 received detailed data, which was discussed in depth. Governors need to understand fully how</li> </ul>			

	<p>teachers are using the data within the classroom to improve quality teaching &amp; learning.</p> <ul style="list-style-type: none"> <li>• Data for Yr 11 raises some difficult questions, especially in respect of the amount of effort and resource being placed with a small number of minor cohort students in order to raise achievement, when a far greater number of students in a larger cohort clearly also need a similar focus</li> </ul> <p>SJ / BM responded to the issues raised, in particular:</p> <ul style="list-style-type: none"> <li>• There is a comprehensive plan in place to improve SEND, which will spill across the curriculum</li> <li>• Changes have been made to reporting structures and placement of support resources</li> <li>• The focus for all students in all cohorts, is Quality First Teaching, and that's where the effort is being placed.</li> <li>• Yr 11 data clearly shows that actions are reducing the difference, and the next data drop should start to evidence that change spreading up through the lower years</li> <li>• The next data drop will be reported at Curriculum Committee 08.03.17</li> </ul>			
1606.7	Agenda item: MAT update			
	<p>There have been no formal meetings of 'Greater Devon' MAT as all interested governing bodies have needed time to meet and discuss. Now in a position to commence formal discussions, with 6 Secondary and 12 Primary schools expressing interest in moving forwards.</p> <p>Discussions at this stage no commitment to joining. Initial discussion ask for two representatives from each school - the Principal or designate, and Chair of governors or designate. Proposal that SJ and SSW attend on our behalf, SSW brings expertise and experience. Agreed.</p> <p>First meeting in January will focus on finance; AH will accompany SJ for that meeting.</p> <p>Regional Schools Commissioner is changing the landscape yet again, hopefully unlikely to upset where intentions are already under discussion.</p> <p>Governors revisited decision to focus on joining a Co-operative MAT - what is now on the table will not create a Co-op arrangement in structure, but will retain and take forward a strong Co-operative ethos. This is a shift, but not out of line with the decision taken by this board.</p>			

	<b>Action:</b> SSW will lead on post-meeting discussions / task & finish groups as appropriate. All reminded that any doubts or issues should be raised for discussion at all / any stage of the process	SSW	07.12.16	Jan 17 ongoing
1606.8	Agenda item: Committee reports			
	Committee meeting notes already circulated. Reports were given: PR 1604 Curriculum 30 November 16 SEND, Data, Improvement Plan monitor TA 1603 Resources 16 November 16 Swimming Pool, H&S Committee (AWA governor rep) RC 1605 Chairs 07 December 16 Ofsted readiness			
1606.9	Agenda item: Policy ratification			
	Governors reviewed list of policies already approved for adoption from Resources and Curriculum Committees. All recommendations approved Prop: PR; Sec: RC carried unan.			
1606.10	Agenda item: Ofsted readiness			
	KW reminded all governors we need to understand who might be available to attend an inspection at 24 hour notice; <b>Action:</b> All to advise JH if this would be possible / impossible Gov files will be available to use for overnight preparation	ALL	07.12.16	End Dec
1606.11	Agenda item: Coasting schools			
	Document circulated for information			
1606.12	Agenda item: Activity update			
	<b>Action:</b> All email JH with list activities in/on behalf of the school since the last meeting attended Reminder issued of the importance of this action	ALL	07.12.16	14.12.16

**Meeting Closed: 20:16**