

Meeting 1317 Minutes							
Date and Time	09 July 2014 18:03	Location		Conference Room			
Governors Present	Initials			Governors Present	Initials		
Kevin Wilson	KW	Co-opted Gov		Helen Salmon	HS	Principal	
Peter Rodgers	PR	Parent Gov		Alan Jones	AJ	Foundation Gov (Chair)	
Jonathan Coupland	JCoup	Co-opted Gov		Julie Stevens	JZS	Foundation Gov	
				Alan Wroath	AW	Co-opted Gov	

Apologies	Initials	Reason for Absence/ (Category of Governor)
Phil Ruse	PHR	(work commitment) Staff Gov
Nigel Larcombe-Williams	NLW	(work commitment) Co-opted Gov
Sally Hubbard	SH	(family commitment) Co-opted Gov
Philip Sanders	PS	(prior commitment) LA Gov
Sharon Samuel	SS	(family commitment) Parent Gov
Jan Montague	JM	(work commitment) Parent Gov

Absent without Apology	Initials	

In Attendance	Initials	Capacity	
Jay Hooper	JH	Clerk to Governors	
Aimee Mitchell	AZM	Vice Principal	

Minutes to
All Govs; Notice board; Website

	Agenda Item	Led by
1	Apologies	Clerk
2	Declarations of Interest and confidentiality	Chair
3	Minutes of previous meeting	Chair
4	Matters arising and not on the agenda	Chair
5	Development Plan	HS
6	Headteachers report	AZM
7	Committee reports	PR / KW
8	Policy ratification	Chair
9	Academy status	AJ
10	Governor changes	Chair
11	Housekeeping	Chair
12	I am – you are?	All

Agenda Ref	Action or Decision	Owner	Date Raised	Date Due
1318.1	PS (prior commitment); SH (family commitment); PRus (work commitment); SS (family commitment); JM (work commitment); NL-W (work commitment). These were sanctioned, and the meeting quorate			
1318.2	None declared, reminder issued			
1318.3	Minutes agreed as true record of meeting 1314 21 May 2014 and signed.			
1318.4	Changes to Ofsted regulations <b>Action:</b> AJ to circulate, agenda for discussion at next meeting	AJ	09.07.14	End term
1318.5	HS explained the development plant in draft format. Exemplar faculty plans included, to assist remaining faculties in completing to common format. IT strategy has been included, and some small changes made to change teams in response to staff feedback. Governors queries why Value Added remains an issue; AZM responded with historic and current context; some current yr 10 issues being addressed. Small numbers impacted on overall picture, plus work underway to help shift perspective of middle leaders in order to influence improvement strategies.			
1314.6	Headteachers report has been circulated and read in advance of the meeting; questions invited. Discussions included: <ul style="list-style-type: none"> <li>• Sharing more about what is happening with the Trust</li> <li>• Funding consultations in September, noting important to have governor attendance (and vote) Action: circulate date &amp; venue</li> <li>• Pixel – effective network providing strategies and resources for school improvement Action: SLT to present to Curriculum; AW to take closer look</li> <li>• Yr 7 intake, and initiatives such as Open Evening. Have achieved a slight % increase from feeder cohort, plus additional students coming from outside the catchment.</li> <li>• Attendance levels in 6<sup>th</sup> form</li> <li>• Impact of supply teachers Action: SLT to report to Curriculum</li> </ul> <b>Action:</b> Refresh annual meeting cycle against school business cycle <b>Action:</b> Ensure that Curriculum Committee monitoring activity links into school business cycle (including monitoring of school Development Plan)	JH/AZM PR/AZM	09.07.14	End term
1318.7	Curriculum Committee 19.06.14: Interesting discussion, with excellent presentations from SLT. In particular, <ul style="list-style-type: none"> <li>• SEND changes and school response</li> <li>• Parent participation, and embedding communication culture across all subject areas. Including questioning investment (time &amp; money) in communication</li> <li>• CPD</li> <li>• Improvement in data being presented, enabling a much improved view of where we are.</li> </ul>			

Agenda Ref	Action or Decision	Owner	Date Raised	Date Due
1318.7 (cont)	<p><b>Resources Committee</b> 30.06.14: Discussions included:</p> <ul style="list-style-type: none"> <li>• Approval of Summer works schedule</li> <li>• IT strategy, with approval of £85K (budgeted and virement) to support phase 1 investment in new IT infrastructure</li> <li>• Lettings policy, with fee increases</li> <li>• Detailed discussion and approval of performance related pay policy</li> </ul> <p><b>Chairs Committee</b> 09.07.14            Agreed to include a Governor page within the school development plan, plus a summary page to demonstrate how governors will monitor key priorities via the curriculum Committee.            All meeting agendas will include a final standing agenda item, to reflect on impact of the meeting on Teaching &amp; Learning.            Discussed suggestion from Chairs Committee to include some form of feedback or discussion following circulation of Gold Sheet; <b>Decision:</b> JH to highlight individual Governor by name when circulating Gold Sheet, and named governor will provide the next Committee meeting with Gold Sheet highlights/key issues.</p>			
1318.8	<p>Reviewed and revised policies approved, according to recommendation by relevant Committee:</p> <p>Lettings Policy            Charges &amp; Remissions Policy            Teachers Appraisal Policy            Pay Policy            Governor Expenditure Policy            Governors Code of Conduct Policy            Prop: JC; Sec: KW carried unan.</p>			
1318.9	<p>AJ provided feedback following task &amp; finish group engaged in fact-finding about pros and cons of academy status for schools. AJ circulated notes following a visit with the Principal at Lipson, chosen as a Co-operative Trust school turned Academy, which provided some helpful insights.            Governors discussed in detail, and agreed to continue T&amp;F group to look at options and gather the data that would provide a platform for future decision-making.            Meanwhile, agreed the importance of strengthening the Trust. Maintaining a clear rationale for change (in whatever direction) linked to a strong marketing strategy will be key in ensuring the school is in a position to act should the political climate demand, or favourable circumstance present.</p>			

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1318.10	<p>Three governors have tendered their resignation from the governing body. SJ with immediate effect, and PRuse and SH from the end of July. All have served the governing body well through difficult times and reached the end of their original term of office.</p> <p>Their departure leaves the governing body with 6 vacancies, including one staff vacancy. An all-staff email inviting expressions of interest has yielded three members of staff interested in participating. Following discussions with these, HS proposed acceptance of Alex Jackson as Staff Governor, with Cicely Allsbury and Marianne Hastings as Co-opted governors, effective from 1<sup>st</sup> September.</p> <p>Governors approved this proposal. <b>Action:</b> JH to confirm with each, and ask for a short statement from each, describing what they hope to bring to the GB.</p> <p>Governors discussed the recommendation from Chairs Committee, for a formal process to meet with prospective governors, with criteria for selection and clear approval process. This was agreed.</p> <p>Noted that the annual skills audit remains incomplete; all who have not done so are reminded to complete and return to JH by end of term.</p> <p>Discussed potential for seeking interest from other sectors, including higher education, community, business, early years/feeder schools. Suggestions included a small article in the Tavistock Times, and direct contact with places such as, Early Years &amp; Children's Centres, Trust partners, etc.</p> <p><b>Action:</b> Any suggestions or nominations of individuals to JH/AJ by 1<sup>st</sup> September</p>	<p><b>JH</b></p> <p><b>ALL</b></p> <p><b>ALL</b></p>	<p>09.07.14</p> <p>21.05.14</p> <p>09.07.14</p>	<p>24.07.14</p> <p>24.07.14</p> <p>01.09.14</p>
1318.11	<p>One nomination received for each post of Chair of Governors and Vice Chair of Governors, for the coming year. Written statements have been circulated to all governors, with those not able to be present invited to tender an email vote. One such vote has been received, ensuring that decisions are quorate.</p> <p>Proposal – AJ continue as Chair of Governors Prop: AW Sec: JZS Carried unan.</p> <p>Proposal – KW continue as Vice Chair of Governors Prop: JC Sec: PR Carried unan.</p> <p>Meeting dates for 2014/15 circulated, with addition of one further FGB meeting on 24<sup>th</sup> September; Chairs Committee to meet in the hour preceding .</p>			
1318.12	Governors shared one fact about themselves, as part of ongoing team development			
	The meeting closed at 20:08 Next meeting: Wed 24 September 6pm			