



Newtown Primary School Governing Body

Full Governing Body Meeting Thursday 26th May 2016 at 17:30 Venue: Newtown Primary School

Present	Jenny Lloyd (JML) Hayley Back (HB) Steven Fearn (SF)	Penny Burnside (PB) Sandra Dalglish (SD) Mike Cox (MC)	Jill Mather (JM) Victoria Darios (VD)	Saxon Spence (SS) Ruth Jones (RJ)
In Attendance:	Jessica Bengel (JB) (Clerk)			
Apologies:	Laëtitia Brochon- Harmsworth (LBH)	Richard Westlake (RW)		

Absent:

Quorum: 7. 10 in attendance, meeting quorate

	<u>Action/ Resolution</u>
1. Apologies for Absence/ Absences Sanctioned LBH - Work Commitments RW - Holiday Absences sanctioned Agreed by all present	Absences sanctioned Agreed by all present
2. Declaration of Interests invited and declared SF - School Website	Noted
3. Approval of meeting minutes from FGM 14th April 2016 FGM Minutes from the 14 th April 2016 agreed by all present and signed by the Chair.	Minutes of the AGM 14.04.2016 approved and signed
4. Matters Arising from the minutes of the FGM	
4.1 School Website Clerk reported that all statutory requirements are now on the school website. Further content will be added over the next half term.	Noted
4.2 Advert for New Governors We currently have applicants for all vacancies. Agreed: New skills audit of governors will be carried out before the September AGM to allow governors to identify skills needed by the GB. The meeting discussed recruiting associate governors to support on specific projects and areas	Agreed: New skills audit of governors will be carried out before the September AGM to allow governors to identify skills needed by the GB
5. Governor Vacancies: Discussion of possible co-option of P Danvers Philippa Danvers Pen Portrait circulated prior to the meeting. Proposal: to co-opt Mrs Philippa Danvers to the Newtown Governing Body Agreed by all present JML reported that Jane May Morris has expressed an interest in rejoining the GB. Action: Jane Morris Pen Portrait to be circulated prior to next FGM meeting	Proposal: to co-opt Mrs Philippa Danvers to the Newtown Governing Body Agreed by all present Action: Jane Morris Pen Portrait to be circulated prior to next FGM meeting

6. **Questions arising from Headteacher's Verbal Report**

Report distributed at the meeting. RJ gave supplemental information.

SS asked what were the issues with progress for girls in Oak Class. RJ reported that there was a great deal of pupil mobility and that the girls in this cohort have changed greatly during their progress through the school.

SF queried Writing progress levels. VD fed-back on her class, which have made huge amounts of progress this year, but it is still not good enough for the standards set by the new curriculum, which has raised the bar considerably.

JML noted that RJ has been maintaining case studies of children who only stay at school for a year or less to evidence progress made and the impact on cohort results.

VD reported on Key Stage 2 (KS2) SATs. Her pupils had fed back that the Maths paper was more of a challenge than in previous years and that there had been lots of reading in the exam papers. VD stated that she was very proud of her pupils and all they had achieved.

The committee discussed how governors could monitor progress of pupils when the interim assessment framework has not been released yet and will be changed again next year, which will result in very little data to compare against.

It was agreed that the governors just need to be aware of the progress being made by pupils and how they are achieving this.

RJ reported that two new teachers have been recruited and that the school needs to recruit another temporary teacher. The interviews will be held on 20th June and governors were invited to join the interview panel.

Changes in Class Structure for September 2016

Group letter from parents distributed at the meeting along with Questions and Answers sheet to inform on questions raised by parents. The letter has been received in response to the letter sent out from JML and RJ last week explaining the parallel classes (Year 3-4 & 5-6). Approximately 15% of parents are very upset about this planned change to the class structure.

JML highlighted that the choice of class structure is an operational decision but governors are being asked to become involved. SF noted that not all parents are against the new class structure but they may have not been consulted prior to the letter being sent to the Chair of Governing Body.

SS queried the move to parallel classes as she had not been aware this was happening. The change had been discussed in the Resources committee in January 2016. as part of planning the staffing structure for the budget setting, and was approved as part of budget sign off in April 2016. RJ explained that the decision had been made to support teaching and learning through the new curriculum which is which is broken down into Years 3-4 and 5-6. The new mastery approach means that the same curriculum areas & concepts are revisited to deepen understanding. Parallel mixed age, mixed ability classes give flexibility which larger schools have and enables teachers to work closely on planning, a great benefit to children's learning.

PB stated that she felt the explanation in the newsletter to parents had been

helpful and thanked RJ.

SF queried whether holding a meeting with the parents would resolve any of the issues, as the budget and staffing structure for September 2016 has now been set. SS felt that the governors should convene a meeting so that parents can have their say.

PB felt this was a communication issue, planning had been done a long way in advance and we as a GB need to keep parents informed. PB stated that she agreed with mixed age classes as it keeps teaching fresh and relevant.

Proposal: to hold a parent information meeting with the governing body on Thursday 9th June 6-7pm

Proposed: Ms Jenny Lloyd

Seconded: Mrs Saxon Spence

Agreed by all present

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Agreed by all present

Action: Question and answers sheet to be sent out with school newsletter tomorrow

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7. **Parental Questionnaire Planning** *ACB*

Action: This will be an agenda item for the Autumn term

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8. **Review School Website (contents)** *ACB*

Discussed earlier in the meeting. All statutory information is now on the website.

PB fed-back on an Ofsted Inspection report on another school and noted that our school website is much better than this.

9. **Questions Arising from the minutes of the Resources Committee**

Minutes distributed prior to the meeting.

Noted

Accessibility Plan

PB recommended getting DCC to assist with accessibility plan as they are the experts.

Clinical Supervision

We are awaiting the return to work of the school counsellor to see if we can purchase the service from her.

10. **Governance and Leadership:**

- **Governing Board Self Evaluation in light of Review of Governance June 2015**

- **Identification of impact of governing board**

The committee broke into small groups to discuss:

- What are our priorities as a governing board
- What should our priorities be next year (2016/17)

The meeting then reconvened to feed back on discussion. Identified areas for focus included:

Priorities for 2016-17

- Setting clear roles and responsibilities for all lead governors - linked to Terms of Reference and Annual Cycle of Business
- Sharing the workload between all governors - it was noted the huge workload the Safeguarding Lead Governor carries in comparison to

other lead areas

- All governors contributing to the meetings
- Challenge questions to be laminated and on the table for reference at meetings
- Developing leadership of GB - specific end dates for terms of office and succession planning
- Governor Induction and Governor Training feedback to be embedded into governor meetings so that we can learn and improve practise
- Governor induction to the GB must be a priority to support new governors and bring them up to speed.

Impact of the Governing Body in 2015-16

- RJ - Monitoring has been a success, with governors putting their name to visits and tasks.
- VD - Staff have been challenged more by governors questioning and this has had a positive impact
- Recruitment of staff
- EAL funding from the Heel's Trust
- Moving to the lower classroom

11. **Update on External Partnerships from working party and other relevant meetings**

JML circulated extracts from a letter from Sue Clark (DCC) on partnerships for schools. MC fed-back on the Options for Partnership training he had attended, facilitated by Debbie Clapshaw from Governor Services.

SF asked whether conversations with St Luke's were continuing, RJ reported back that discussions have not happened for a while.

Feedback from the Ted Wragg Trust Presentation

Governors felt it was positive that:

- Focused on using trained teachers and quality teaching
- Learning Ethos of the MAT
- Retaining of Local Governing Boards

VD expressed concern that the MAT does not currently have a primary curriculum in place. It had been stated that a primary school is in the process of joining the MAT.

Governors suggested that the working party also needed to view some academies so see how these models worked.

SS queried the need to carry out these investigative visits as we did not know what partnership we wished to enter yet. It was agreed that governors wanted to carry on this work as they wished to know what partnership options were available and how they would impact on the school.

SS stated she was very interested in the school partnership working with St Sidwells.

Action: PB to enquire what the Diocesan position would be on working with St Sidwells.

Action: RJ to continue to have informal partnership discussions via Beacon Learning Community and other forums

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Action: Agenda item for next FGM

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12. **Feedback and impact of governor monitoring visits and training.**
Reports circulated prior to the meeting. No questions arising.

13. **Part Two**

No Part Two matter noted

14. **Policies to Approve**
None noted

Noted

15. **Time and date of next meeting.**
FGM - Thursday 7th July 2016 5:30pm
Agreed by all present

07.07.2016 agreed by all present

Meeting ended at 19:40