

Please forward any matters relating to the Minutes below to: **THE CLERK TO THE GOVERNORS - ELIZABETH JAHN**

FULL GOVERNING BODY MEETING – TERM 5 **Held at the school on Tuesday 15 May 2007 at 7.00pm**

MINUTES

PRESENT:

ANNEMIEKE WAITE (Chair)	KATHARINE ALSOP
TIM TROUT (Vice Chair)	ANTHONY WOOD
SARAH BAKER (Headteacher)	JUDY PATTERSON
PHILIP SHOEBRIDGE	JULIE HASLAM
KATE HAWKEY	NANCY COPPLESTONE (Associate Member)
ROD SYMONS	ELIZABETH JAHN (Clerk)
ASTRID KOPMELS	CHRIS CONOLEY (Attendee)
JOHN WALDRON	

The meeting was noted to be quorate

<u>ITEM</u>	<u>MINUTE</u>	<u>ACTION</u>
1	<p>Welcome and Apologies for Absence</p> <p>The Chair welcomed everyone to the meeting. Apologies were received and accepted from Alex Wilkinson, Steve Evans and John Budd. Katharine Alsop had sent apologies that she may be late. Sylvia Townsend and Alan Roberts were absent from the meeting.</p> <p>The Chair advised the Governing Body that Claire Millward had tendered her resignation from the Governing Body effective immediately.</p> <p>It was agreed that election of a new Staff Governor would be postponed until September when the new intake of staff were in post.</p>	EJ
2	<p>Key Stage 3 Curriculum</p> <p>Presentation by Dan Nicholls – The RGS KS3 Curriculum – A Possible Approach was circulated.</p> <p>Dan Nicholls informed the Governing Body that a session of coaching for the KS3 Curriculum model would form part of the school’s residential in July and would be central to key work next year so that departments could adopt the model in a meaningful way. The Senior Leadership Team (SLT) will be looking at ways of assessing and reporting on the implementation of the KS3 Curriculum.</p> <p>[Katharine Alsop entered the meeting].</p>	
3	<p>Post 16 Centre</p> <p>Presentation by Dan Nicholls. From September the Learning Community of Redland Green School (RGS) would be part of the North Bristol Post 16 Centre. Open afternoons for students has taken place.</p> <p>To date there has been approximately 490 applications, with 203 requesting RGS. Currently 111 have confirmed acceptance of a place at RGS, 15 are a probable yes and the remainder are being chased for confirmation of acceptance.</p> <p>A wide range of courses are being offered, 39½ in 30/31 subjects. The movement between the 2 sites should be evenly balanced. Recruitment has been extremely successful resulting in specialists in all areas, the recruitment process should be completed soon.</p> <p>Subject to access restrictions, it is anticipated that there will be an open evening at the new site for the September intake of Post 16 students on 18 July, 6-7pm. The planned enrolment and induction of Post 16 students is expected to take place in August.</p>	

	<p>After a brief question/answer session, the Chair thanked Dan Nicholls for his two very informative and interesting presentations.</p> <p>[Dan Nicholls left the meeting].</p>	
4	<p>Headteacher's Written Report</p> <p>The Headteacher's Report had been previously circulated. Sarah Baker briefly went through the report. The Governing Body was informed that the school is required to have a piece of public art in place at the new site before September. Normally the planning takes about 6 months. Students will be choosing the artist to be commissioned for the art project.</p> <p>The Parent Support Forum had been successful with many parents attending. A letter has been received from a parent who expressed appreciation for the event and looked forward to more.</p> <p>The LA budget arrangements for the new site are an issue and there will now not be as much flexibility within ICT as was originally hoped.</p> <p>The 'Mission Statement' was felt to be a bit corporate so has been changed to 'Aims and Vision'. A brainstorming exercise will be an Agenda item for each Committee regarding what the aims and vision of RGS mean to Governors.</p> <p>An example pupil report was circulated, this will be the third report that parents have received. Predictive data has been used in English but will not be robust enough for next year.</p> <p>A list of staff currently employed was circulated. The recruitment process has been very demanding on the SLTs time especially in the challenging circumstances the SLT are facing. The decision to appoint did take into account feedback from students.</p> <p>The notes of a recent Student Research Council's meeting with the Headteacher was circulated. The Governing Body was very impressed with the contents and excellent feedback the students were providing.</p> <p>Admission appeals are due to commence next week. The Chair and Headteacher have prepared a statement and will be attending the first day of the appeals to present the school's case.</p>	
5	<p>Committee Minutes:</p> <p>Draft Minutes of the Students & Curriculum, Staffing, Finance & Premises, and Post 16 Committee Meetings had previously been circulated. The Marketing & Communications Draft Minutes will be circulated in due course.</p> <p>Consultation with parents on the session times for the school has been completed.</p> <p>The Governing Body agreed the session times.</p> <p>The Chair has written to the Severn Beach Line as they are currently undertaking their own consultation of their timetable, to raise the issue of their timetable being adapted to fit in with the school's opening/closing times as both students and staff use the line to travel to/from the school.</p> <p>A general discussion took place regarding the MFL Curriculum model and it was agreed that progress will require careful monitoring.</p> <p>The Post 16 Committee's Terms of Reference has been reviewed and will be submitted to the Post 16 Committee for consideration before Governing Body approval.</p> <p>There were no further comments or questions.</p>	<p>EJ</p> <p>EJ</p>
6	<p>Approve Budget & Best Value Statement</p> <p>John Waldron (Finance & Premises Committee) confirmed that the Committee agreed that the figures were difficult to predict but that they were satisfied the predictions were reasonable and appeared robust in difficult circumstances. The Committee therefore, had agreed to recommend to the Governing Body that the budget be approved. The Best Value Statement has not been finalised yet and will follow in due course.</p>	

	The Governing Body agreed the budget and it would now be submitted to the Local Authority for consideration.	
7	<p>Carried Forward Matters from Previous Minutes</p> <ul style="list-style-type: none"> Admissions <p>John Budd has confirmed that robust checks are in place regarding admissions and that should an admission be based on false information, the place could be withdrawn and the parent/carer prosecuted.</p> <ul style="list-style-type: none"> Additional INSET Days <p>The Director of Education has agreed the additional INSET days required for the move to the new site.</p> <ul style="list-style-type: none"> Management of the Special School Provision at RGS <p>No confirmation has to date been received.</p>	
8	<p>Correspondence</p> <p>One letter has been received by the Chair, which has been passed to the Marketing & Communications Committee. There was no other correspondence to consider.</p>	
9	<p>Governors' Visits</p> <p>Several Governors attended the interviews. Link Governors have now been established and are requested to arrange to visit the school in this capacity in the near future. Governors are reminded to refer to the Policy for Governor Visits prior to visiting the school.</p> <p>There was a general discussion on increasing the size of the Governing Body. This will be an Agenda item at a later date.</p>	All EJ
10	<p>Bristol Governors Forum Representative's Report</p> <p>Nancy Coplestone attended the recent Bristol Governors Forum. One of the main presentations had been on Young Carers of which it is estimated there are at least 600 in Bristol with only 100 having been identified. The LA will be providing more resources to identify and support young carers.</p>	
11	<p>Clerk's Report</p> <ul style="list-style-type: none"> Approval of SIP's Attendance at Term 6 FGBM <p>It was agreed to invite the SIP to the next FGBM.</p> <ul style="list-style-type: none"> Committee Membership <p>It was agreed that Julie Haslam will join the Students & Curriculum Committee.</p>	EJ
12	<p>AOB</p> <p>There are several school events taking place this term, Sarah Balloch will confirm dates.</p> <p>There was no other business to consider.</p>	SBh
13	<p>Approval of Minutes of last Full Governing Body Meeting held on Tuesday 13 March 2007</p> <p>The Minutes were agreed and signed as a correct record.</p>	
14	<p>Date and Time of Next Full Governing Body Meeting</p> <p>Tuesday 10 July 2007 at 7.00pm</p>	