

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

FULL GOVERNING BODY MEETING – TERM 3 Held at the school on Tuesday 30 January 2018 at 2.30pm

MINUTES

PRESENT: Lawayne Jefferson (Chair) Rod Symmons
Sarah Baker (Headteacher) Catherine Hallam
The meeting was Tim Whitaker Louise Blundell (Head of School)
noted to be quorate Marilyn Barnard Nick Lind (Deputy Headteacher)
Andrew Scoble Elizabeth Jahn (Clerk)

ITEM	MINUTE	ACTION
1.	Welcome & Apologies for Absence	
	The Chair welcomed everyone to the meeting. Apologies were received and accepted from Kate Teal, Ciara Campfield, Sarah Everett-Cox, Barry Trahar and Rachel Richardson.	
2.	Attendance & Business/Pecuniary Interest Register	
	Governors were reminded of their responsibility to declare interests; the Register was circulated and duly signed.	
3.	Strategic Leadership	
3.1	<p>Multi-Academy Trust Actions</p> <p>The multi-Academy Trust (MAT) draft governance structure, Trust Board and Academy Governing Body Terms of Reference (TOR), Member and Trustee job descriptions, as well as the MAT risk register had previously been distributed and discussed at length during the earlier Governors' Development Day. Governors noted that in terms of actions, it was agreed that membership of the Governing Body was a priority moving forward, particularly in relation to appointing a support staff member. Governors were encouraged to identify potential nominees and pass their details to the Chair, particularly people with a background in education. Governors were particularly pleased to note that some expressions of interest had already been received and these would be taken forward in due course.</p> <p>Action: Governors to forward to the Chair any potential nominee contact details.</p> <p>The Chair confirmed that notes of the earlier discussions would be distributed in due course, but in summary, Governors felt that it might be worthwhile, at least initially, to establish a Co-Chair model, as well as more effectively using the Chairs of Committees, as it was felt that this would support sharing the workload and developing leadership amongst the Local Governing Body (LGB).</p> <p>Governors were disappointed to note that the conversion date had again been pushed back to the 1 March 2018 due to administrative issues. However, the school was confident that the 1 March 2018 was achievable given the paperwork from the MAT was received and approved in Term 2 in anticipation of the earlier conversion date.</p>	All
3.1	<p>Ready-to-Learn Review</p> <p>The draft Governor Review of Ready to Learn Report had previously been distributed and discussed at length during the earlier Governors' Development Day. Some minor amendments had already been identified and these would be made by the Chair of the Students Committee. Governors agreed that the report evidenced a very thorough process and clear documentation; the Governing Body agreed with the recommendations made and particularly the suggestion of a meeting with representatives of the parent body.</p>	

Approval (Initials)

5.	Training & Development	
5.1	<p>Use of Data & Strategic Leadership</p> <p>Governors carried out a workshop exercise exploring how the Governing Body should respond to information received from parents to support their monitoring and evaluation. Feedback included that specific information about what was happening in the school could be useful, however, it was important that Parent Governors did not focus on just their own child's experiences. It was also important that all Governors generally recognised that they needed to be objective and were not representatives to lobby the Governing Body or the school.</p> <p>Feedback also focused on possible parental concerns raised implying that the school was favouring 'bright' children and not bothering with 'less able' students. Governors agreed that it was important in the first instance that parents raised their concerns directly with the school. Governors asked if there was information on the school's website to support parental understanding of the support in place for disadvantaged students; the Headteacher confirmed that there was lots of information on the school's website, however, often, the issue was perception and this reinforced that it was vital that parents were encouraged and guided to raise their concerns with the school.</p> <p>Other feedback focussed on understanding the rationale for changes within the school particularly where these were discretionary rather than nationally directed or funding led. Governors asked whether the LGB would be constrained more in terms of finances once the MAT was in place; the Headteacher advised that the LGB would have to balance the constraints of the budget, which was likely to get worse due to national funding cuts rather than because of being in a MAT. It would therefore, be essential for the LGB to thoroughly consider and prioritise value for money.</p>	
6.	Routine Governing Body Business	
6.1	<p>Approval of Minutes of Previous Meeting, Carried Forward Matters & Matters arising</p> <p>The Minutes were agreed and signed as a correct record.</p> <p>There were no carried forward matters or matters arising that were not already included on the Agenda.</p>	
6.2	<p>Other Matters / Updates</p> <p>i) Correspondence</p> <p>The National Governors Association (NGA) Learning Link registration leaflet had previously been distributed and Governors had been requested to set the link up.</p> <p>There was no other correspondence to consider.</p>	
6.	AOB	
	There was no other business to consider.	
7.	Date & Time of Next FGBM	
	Tuesday 24 April 2018, 6.15-8.15pm.	

Minutes agreed by the Governing Body and signed by the Chair of Governors:

SIGNED: **DATE:** 24 April 2018