

**Minutes of the Governing Body held on
Tuesday 22nd May 2018 at 6.30pm in Out of School Club**

Present: Sarah Peel (HT)
Jane Ellis (JE) - Chair
Steve Aldous (SEA)
Nicola Hesleden (NH)
Linda Wall (LW)
Patsy Simpson (PS)
Joanne Ackroyd (JA)

Clerk: Sharon Aldous (SA)

No	Item	Action
1	<p>Welcome and any apologies for absence and determine whether any absences should be consented to.</p> <p>Apologies were received from MR (Medical reasons) – consented.</p> <p>To identify any confidential items on this agenda to be excluded from public minutes:</p> <p>Items</p> <p>To receive declarations of interest, pecuniary or other, for any agenda item.</p> <p>None.</p> <p>Urgent business items previously notified to the Chair (for discussion at the agenda point below)</p>	
2	<p>Prayer</p> <p>LW led the prayer.</p>	
3	<p>Minutes of the Governing Body Meeting of 25th April 2018 for approval and signing.</p> <p>The minutes were approved and signed by the chair.</p> <p>Action Log</p> <p>This was updated.</p> <p>E-Safety training last week which was delivered externally as this is constantly training – JE & PS attended along with all staff. SA to check link online for new training – whole staff safeguarding training as also taken place, HT presented the training from presentation provided by the LA.</p> <p>Matters arising from the minutes not covered elsewhere on the agenda.</p> <p>None.</p>	
4	<p>Governing Body</p> <p><u>Vacancy Update</u></p> <p>SA updated – JA suggested that in order to keep the balance, the best thing would be to have a new parent. Agreed that we could approach parents who MIGHT be, Agreed to carry the vacancy until September and have a parent presence at new starter meeting.</p>	

	<p><u>Governor Monitoring (see HT report)</u></p> <p>When LA came in, monitoring is our key issue from Ofsted, we need to make sure we as a GB and we as a staff are monitoring. Current reports are JE heavy and are not good if we get challenged. Governors are asked to do a report each time they are in – doesn't have to be long – just to give a general and broader picture.</p> <p>What are the areas other than sitting in the classrooms? Foundation monitoring – JA came in for Pentecost and said she would do a report Reading, writing and maths which generally means meeting with the subject lead. Class governors – could be any aspect – forum to ask how the children doing, how teacher is feeling, speak to the children, see what they say about English and maths.</p> <p>Writing (1 hour), Ash class (1 hour) 5th June Apple class – 13th June Pupil Premium/SEN – 18th June Pupil Conferencing - 5th June PS to do report on trip yesterday to Salts Mill – 21st May</p> <p>Sycamore has come up as an emerging priority with data and SEN – does another governor need to do it? Could JA do an hour of each? Yes</p>	
<p>5</p>	<p>School Improvement Plan</p> <p><u>Progress & Evaluation</u></p> <p>Subject leads have edited it and put mid year - green completed, amber ongoing and needs to be revisited. Staff is to evaluate all of it from monitoring evidence from staff/governors, look at data too. LA suggested that we put the evaluations at the bottom. Pupil conferencing in June can show as judgement. HT would like to have evaluated this term and also started writing the next school improvement plan before September. We will have data in June/July – all the soft evidence eg spellings can go on. Haven't got parent questionnaire on it – suggested we do an online questionnaire (survey monkey) and email to parents. Suggest HT/JE produce some questions and MR to look</p> <p>What has changed as a result of the questionnaire we did when Ofsted came in? The most we have ever had is 9. To comply with OFsted we should be signposting parents to Parentview annually. Put as 1st question on questionnaire. Written a and back by end of June. Agreed we would do electronic only – not paper.</p> <p>Governors agreed that we would show the 5 priority areas with the evidence below – simplify the report. To go on next staff meeting agenda. We need to agree it as a strategic board to agree on our emerging priorities.</p>	<p>HT/JE</p>
<p>6</p>	<p>Finance Approve Outturn Budget and Start Budget</p> <p>Any questions?</p> <p>Outturn - Good to see we are in a positive position for the year. Governors approved. Start Budget – Any questions? JA forecast for the pupil numbers, bursar indicated that we wouldn't have enough pupils for the staff we have – what is our plan for that? Would have to look at classes – currently have 5 classes Budget What is the forward planning for that contingency, what stage and how? HT cant answer now – wont come dow</p>	

Removed 2 EHCP already and removed a TA (who is contracted with that child and another TA has resigned). RH contract is 0.9 (she has .1 due to Kirkby Malham - has removed that too)

Natalie, Rachel & Lorraine are all on variable hours contract and can change with a terms notice.

Concern over Bursar budgeting with same staffing levels it pupil numbers are reducing. We have also got the national funding formula which the government haven't made a decision on.

Are we at risk of losing the carry forward balance?
No.

What do we do about carry forward deficit.
Have to have a plan which the LA approve.

If we went down the academy status what would happen to the carry forward?
Nothing.

Suggest we approve the budget but note the outcomes for 19/20 and 20/21 and we may need to formulate a recovery plan in 12-18 months time.

How will the TA affect the budget if we reduce to term time only?
Would have a benefit but would take time as salaries are protected.

Staffing Structure

Why is no TA attached to Willow?
Not allocated yet

Different to last HT report.
Thinks we should stay with the status quo and keep Rachel in Year 3.

Is the Triangle club self funding?
Breaking even now. Provision is good and the children enjoy it.

Catering (projected deficit)

Delegate to HT to make the decision.

Swimming deficit

Couple of years ago we had £2,00 deficit – questionnaire to parents who promised to pay but didn't.

1,2,3,4 children swim for a term now £1400 deficit. Research showed that if our care provision is year 4 we can use sports provision for extra in Y5/Y6.

Can leave the same or increase

Can offset some of the cost for those pupils who don't meet the DFe standard

Can also increase using pupil premium money.

Are we happy to send Y4 and extra from Y5/Y6 and should we increase the amount charged to parents? Assume 60% of parents contribute and use 2 instructors and we then charge £3.50 and be £556 in deficit for Autumn term which would cut the deficit by 2/3rd – everyone happy – yes. Put in newsletter saying we haven't increased the price.

7 Reports

Headteachers Report

Does HT want to add anything?

NH Declared interest in TLR. Why have we got it? Through performance management it came up as responsibility and extra responsibilities. NH raised it – HT asked bursar and HR what they are. TL3 are for one off responsibilities eg when on main pay grade. Give a fixed time and fixed amount For staff who are taking on extra responsibility NH left the room. Want to reward staff and retain them but we also need to look at the budget. Work that NH has done in terms of improving literacy was acknowledged by Ofsted. How would we reward one and not the other. RH who leads maths is already on UPS so she is not in the same situation. NH taking on more responsibilities than her pay grade.

Will JL resume maths lead when she comes back or leave with RH. Leave with RH.

HT recommends that we look at remuneration for a fixed time, would speak to HR with a view to how much as they will have a benchmark.

Are you confident that this wouldn't cause issues with other staff?

Confidential. Could do it for a year and then review it. HT needs to go away and come back with a recommendation. HT to have a chat with NH to see where her expectations might be.

Has she asked for it, has she put forward a business case.

Leading a core area but not UPS. She is working above her job description.

Did we have any child with poor attendance failed to attend the SAT's. Breakfast club was a clever way of getting the children in. JE sent thank you card to

Class structure

R/Y1 class – who would be taking them for maths and different curriculum?

Unsure

How going to split Y4 – ability or age

Ability.

Any questions about the back page, any observations?

Why is there so much red?

Cohort is greater than 10% deviation from model. Should it be like this?

No. We are aiming for the to be amber.

Why do we set reading and maths at FFT 20, what would it look like to we set them at FFT 50

Because we are aspirational. Authority want us to set aspirational target. Do we need to look at it at 50?

Looking at changing the red to amber or is the red getting better?

Why was there such a dip 55 in Oct 17 Yr 6 writing?

Re-evaluation of the standards we were expecting>. July data is taken when Y6 were in Y5.

Y5 – is there improvement in the data? Why?

Suggests the solution is not impacting in the data. Impact on the children's learning.

Y3 – Maths in Singapore Maths. If we look at the maths line it is going down.

Commentary on the bottom of the sheet suggests this is not the case. TA in Y3 as

	<p>class teacher tied up with a project. Teacher now going to go in and look at the 2 children who are dipping Teacher and ATA have watched each other.</p> <p>Where is this data from – May 18, teaching assessment or NFER. Combination from April.</p> <p>This data doesn't split ARE and Greater Depth, would we see more green if it was split? Suggest an identical table alongside.</p> <p>Governors agreed that it was a good exercise to divide governors and come up with challenging questions for the HT.</p> <ul style="list-style-type: none"> • Progress of Cohorts <p>Above</p> <ul style="list-style-type: none"> • Pupil Premium Progress Report <p>JE is PP Governor who summarised that when Ofsted come they ask about funding, how e spend it and what impact it has, do they perform same as peers. This explains in the comments box.</p> <p>On website there is the compounded figures of the children who have gone so we have a group. This report shows the children we have now which is below the average. Statistically pupil premium under achieve nationally and particularly in North Yorkshire they doe even worse.</p> <p>Is poor attendance a contribution? Yes. Class teacher has spoken to parent.</p> <p>What are the formal proceedings for the Y6 boy? Attendance management. He has had a letter. What follows on from the lettter? A fine but this is unlikely as only 6 weeks left, It is frustrating.</p> <ul style="list-style-type: none"> • Sports Report <p>On the website the updated PE provision is on the website. This has been given to MR – c/f to next meeting.</p> <ul style="list-style-type: none"> • LA Reports <p>No questions Any new bullying incidents?</p>	
8	<p>Policies to Approve and Adopt</p> <p><u>Teaching & Learning Policy</u></p> <p>All read– approved. <u>Educational Visits Policy</u></p> <p>Approved.</p>	
9	<p>Safeguarding Training, nothing to add</p>	
10	<p>Health & Safety Building works in half term. Skylights are being replaced at no cost. Large tree</p>	
11	<p>Any other urgent matters previously notified to the chair (if identified at item 1</p>	

	<p>above)</p> <p>SEA and HT went to a follow up meeting from YCAT, 5 schools invited – presented again on the benefits of joining an academy. They presented far more measurable benefits regarding collaboration. We need to decide if we want to be a part of something like this. We are meant to annually table part of academician. They have a significant amount of network meetings. The benefits of staff going out to training far outweigh the fact that they are not in class with what they bring back to school.</p> <p>SEA brought back Notes from meeting in Jan 16 – everything we wanted, this proposition brings to us. We would still keep our identity.</p> <p>Where is the main focus of the academy? Harrogate but they want to expand over this way.</p> <p>Both HT & SEA came away thinking it was the collective responsibility to make every school better. All the network meetings have to have an impact on the children. They would like to expand from 7 schools to possibly 14.</p> <p>Do they have any schools that are RI One when they started the process but are good now.</p> <p>SEA, JE & HT to get together to thrash out with a view to inviting YCAT to talk to them 3 and then do a presentation to the rest of the GB.</p> <p>JA would like to know what information we do not have in order to make an informed decision then we have our answer. Needs an item on its own rather than a GB meeting – (extraordinary meeting). Do we have the information, can we make a decision. Opportunity to talk to trustees and governors and HTs.</p> <p>Debts</p> <p>Send to county for recovery,</p>	
12	Meeting closed at 20.00. Next Meeting 12 th July 2018.	

Signed as a true record Date