

**THE GOVERNING BODY OF MOLDGREEN COMMUNITY PRIMARY SCHOOL**

Minutes of the meeting of the Governing Body of Moldgreen Community Primary School held at 7pm at the School on Thursday, 31st January 2019.

**PRESENT**

Mrs Christine Hall (Chair), Mr Trevor Armitage, Mr Dean Davis, Mr Andrew Hancox, Mrs Kim Lonnergan, Mrs Helen Stead, Mrs Maria Sykes, Mrs Louise Szewczyk,

**IN ATTENDANCE**

Ms Gillian Brewer – Minute Clerk

<b>Item</b>	<b>Minutes</b>	<b>Action</b>
	<b>STANDARD ITEMS</b>	
2393. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST	Mr H M Ilyas and Mrs Tania Smith were absent without consent.	
2394. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS	There were no items to be raised under Any Other Business.	

Item	Minutes	Action						
2395. REPRESENTATION	<p><b>RESOLVED:</b> That Governors note the following matters of representation:</p> <p><u>Appointment</u></p> <table border="0"> <thead> <tr> <th data-bbox="546 344 965 384"><u>Name</u></th> <th data-bbox="965 344 1413 384"><u>Category</u></th> <th data-bbox="1413 344 1704 384"><u>Date from</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="546 416 965 456">Mr C Shaw</td> <td data-bbox="965 416 1413 456">Parent</td> <td data-bbox="1413 416 1704 456">Pending DBS</td> </tr> </tbody> </table>	<u>Name</u>	<u>Category</u>	<u>Date from</u>	Mr C Shaw	Parent	Pending DBS	
<u>Name</u>	<u>Category</u>	<u>Date from</u>						
Mr C Shaw	Parent	Pending DBS						
2396. MINUTES OF THE MEETING HELD ON 29 <sup>th</sup> NOVEMBER 2018	<p><b>RESOLVED:</b> That the minutes of the meeting held on 29<sup>th</sup> November 2018 be approved and signed by the Chair as a correct record.</p>							
2397. MATTERS ARISING	<p><u>Ofsted preparation (Minute 2366 refers)</u> As Mrs Sykes is a new governor, it was decided that a governor with more experience should be one of the key governors for the inspection. Helen Stead now replaces Maria.</p> <p><u>School website (Minute 2377 refers)</u> There was some discussion whether in fact the website is up to date and correct. Kim stated that at this point the website needs to be compliant for Ofsted and it is.</p>							
2398. MINUTES OF THE MEETING HELD ON 11 <sup>th</sup> DECEMBER 2018	<p><b>RESOLVED:</b> That the minutes of the meeting held on 11<sup>th</sup> December 2018 be approved and signed by the Chair as a correct record.</p>							
2399. MATTERS ARISING	<p><u>Any other business (Minute 2390 refers)</u> The letter to thank Mrs Jones for her service should be written to coincide with her leaving date in April.</p>							

Item	Minutes	Action
	<u>SCHOOL SELF EVALUATION AND STATUTORY RESPONSIBILITY</u>	
2400. REPORTS FROM COMMITTEES	<p>All governors had been asked to attend the Standards and Effectiveness Meetings and Finance sub-committee which take place prior to the full governors meetings. This removes the need to repeat what was discussed at the earlier meeting.</p> <p>Kim suggested that this should also happen at future meetings as it saves time and all governors have first-hand knowledge of what has been discussed. This was agreed.</p>	
2401. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS	<p>The Head Teacher gave a verbal report.</p> <p>Governors present at the meeting were given the latest version of the School Improvement Plan (SIP). At the last Ofsted inspection the school had been given six priorities to action and the SIP had been rewritten based on these.</p> <p><u>Priority 1: To strengthen leadership capacity across school</u> The Autumn actions have been implemented. The Westmoor team come to Moldgreen on Fridays and work alongside staff. Kim met with Phase leaders to share the SIP priorities and they have added to it as appropriate. They have increased confidence to lead and are proactive. They all have action plans</p> <p><u>Priority 2: To ensure assessment systems are effective in informing challenging targets for achievement across the school</u> Louise is working on these. Previously the targets had been set too low, now they are in line or greater than FFT50. Assessments have been completed and pupil progress meetings have taken place. The aim is consistency and pupil progress meetings will take place every half term following assessment week.</p> <p><u>Priority 3: To increase the number of children achieving GDS at the end of each keystage</u> Children targeted for GDS have been clearly identified to staff. Drop ins have been arranged.</p>	

Item	Minutes	Action
	<p><u>Priority 4: To develop practice in KS1 to improve standards in phonics and KS1 assessments for all children</u>            KS1 is now on an upward trend and the picture is positive. Reading, writing and maths results in Autumn 2 indicate the children are on track to match or exceed 2016 results.</p> <p><u>Priority 5: To develop the teaching of maths across the school</u>            The focus has been on consistency and a re-evaluation of White Rose maths. A scheme of work is in place, interventions have been arranged for children who will need support to reach targets and drop ins have been carried out.</p> <p><u>Priority 6: To improve outcomes for Pupil Premium children</u>            Again, the picture is positive however 0% at GDS in reading, writing and maths is not acceptable and the school is working on this. PP children are targeted in pupil progress meetings and expectations are high.</p> <p>The expected Ofsted inspection was discussed and Kim reminded the governors that they are also part of leadership. An effective leadership team is the long term solution and not just dependent on the Head Teacher. Sustainability and succession planning were also discussed and the need to make staffing decisions based on business needs; value for money and what is best for the children.</p> <p><b>Q: As a school, have we decided on a vision or ethos?</b>  <b>A:</b> We now have a statement and it will be circulated.</p>	
2402. HEAD TEACHER'S WELLBEING/ DEDICATED HEADSHIP TIME	<p>Kim had no plans to take time off. She felt that her presence at school is important as it gives the staff consistency.            The Chair advised her to take care of herself.</p>	
2403. HUBs	<p>There was nothing to report. The SHINE HUB isn't a priority at the current time.</p>	

Item	Minutes	Action
	Carl wants to maintain his links and that is acceptable.	
2404. SAFEGUARDING	<p>Andrew had been made safeguarding lead as he was the only one with the training and experience but he can't visit during the school day. Maria has deputised and will pursue training with a view to taking over the lead.</p> <p>Louise has completed the DSL refresher course.</p>	
2405. SCHOOL WEBSITE	<p>Governors were advised to inform Julie of anything that should be added to the website.</p> <p><b>Q: Are governors linked to classes?</b>  <b>A:</b> No, but it could be a possibility, perhaps to year groups.</p>	
2406. SCHOOL COUNCIL	Nothing to report.	
2407. COMMUNITY LINKS	Nothing to report.	
2408. SCHOOLS FUNDING FORMULA	The Funding formula could not be discussed at this stage.	
	GOVERNING BODY TRAINING AND DEVELOPMENT	
2410. GOVERNOR TRAINING AND GOVERNOR VISITS	<p>Mrs Sykes had visited school and looked at data and attendance. Today she had visited re. safeguarding. Maria reported that overall attendance was above 95% however there has been a rise in unauthorised absences.</p> <p>Kim stated that she has updated the attendance policy to make it consistent.</p>	

Item	Minutes	Action
	<p>Mr Davis had been given a copy of the SEN policy and he expressed an interest in attending a joint meeting with the SENCOs from Westmoor and Moldgreen.</p> <p>Mr Armitage would like to visit school from the health and safety perspective. He was advised to contact the office so that an arrangement could be made to inspect the school with the caretaker.</p>	
2411. ANY OTHER BUSINESS	There were no further items to discuss.	
2412. DATES OF FUTURE MEETING AND POSSIBLE AGENDA ITEMS	<p><b>RESOLVED:</b> That the next meetings of the Governing Body be held on Thursdays at 6pm on:-</p> <p>2 May 2019 preceded by Resources Committee at 6.00 pm 11 July 2019 Full governing body only.</p>	
2413. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY	<p><b>RESOLVED:</b> That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School in accordance with the Freedom of Information Act.</p>	

The Chair closed the meeting at 8.20pm.