

THE GOVERNING BODY OF MOLDGREEN COMMUNITY PRIMARY SCHOOL

Minutes of the meeting of the Governing Body of Moldgreen Community Primary School held at 6.30pm at the school on Thursday, 11th July 2019.

PRESENT

Mrs Christine Hall (Chair), Mr Trevor Armitage, Mr Andrew Hancox, Mr H M Ilyas, Mrs Kim Lonnergan (Interim Head Teacher), Mr Chris Shaw, Mrs Helen Stead, Mrs Maria Sykes, Mrs Louise Szewczyk (Deputy Head Teacher).

IN ATTENDANCE

Ms Gillian Brewer – Minute Clerk
Miss Holly Booth – Shadow Clerk
Mrs Val Flintoff – Kirklees Learning Partnership

Item	Minutes	Action
	STANDARD ITEMS	
2446. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST	Apologies for absence were received from Mr Davis without consent. There were no declarations of interest.	
2447.	DELETED – Minute 2464 refers	
2448. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER	RESOLVED: That the following matter would be raised under Any Other Business:	

Item	Minutes	Action						
BUSINESS	(i) Charging and Remission Policy							
2449. REPRESENTATION	<p>RESOLVED: That Governors note the following matters of representation:</p> <p><u>Appointment</u></p> <table border="0" data-bbox="546 408 1704 528"> <tr> <td data-bbox="546 408 987 440"><u>Name</u></td> <td data-bbox="987 408 1368 440"><u>Category</u></td> <td data-bbox="1368 408 1704 440"><u>With effect from</u></td> </tr> <tr> <td data-bbox="546 480 987 512">Mr C Shaw</td> <td data-bbox="987 480 1368 512">Parent</td> <td data-bbox="1368 480 1704 512">23 January 2019</td> </tr> </table> <p>There is a current vacancy on the Governing Body for one co-opted governor.</p>	<u>Name</u>	<u>Category</u>	<u>With effect from</u>	Mr C Shaw	Parent	23 January 2019	
<u>Name</u>	<u>Category</u>	<u>With effect from</u>						
Mr C Shaw	Parent	23 January 2019						
2450. MINUTES OF THE MEETING HELD ON 8 th APRIL 2019	RESOLVED: That the minutes of the meeting held on 8 th April 2019 be approved and signed by the Chair as a correct record.							
2451. MATTERS ARISING	There were no matters arising.							
2452. MINUTES OF THE MEETING HELD ON 2 nd MAY 2019	RESOLVED: That the minutes of the meeting held on 2 nd May 2019 be approved and signed by the Chair as a correct record.							
2453. MATTERS ARISING	There were no matters arising.							
	SCHOOL SELF EVALUATION AND STATUTORY RESPONSIBILITY							
2454. REPORTS FROM COMMITTEES	There were no reports from committees.							
2455. HEAD TEACHER'S REPORT AND	Mrs Lonnergan gave a verbal report.							

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<p>GOVERNORS' QUESTIONS (VERBAL REPORT)</p>	<p>1. <u>Staffing restructure</u></p> <p>An update was given on the staffing restructure.</p> <p>The restructure of the ETAs was complete and that of teaching staff ongoing. No action had been taken on the appointment to the proposed new post of Assistant Head. Mrs Lonnergan suggested that the new Head Teacher should move forward with this appointment if she decides that the post is required.</p> <p>An added point was that teachers had been reluctant to put themselves forward for the new post until the new Head Teacher was in place.</p> <p>The budget had been balanced but there was no room for manoeuvre.</p> <p>It was proposed that the Governing Body ratify the current structure as it stands i.e. the changes made to ETAs and to teaching staff thus far.</p> <p>RESOLVED: that the Governing Body agree the staffing changes made to date and to leave at status quo allowing the new Head Teacher to make any further changes.</p> <p>The governors thanked Mrs Lonnergan for her work on balancing the budget.</p> <p>Mrs Hall rejoined the meeting at 6.40pm. The successful candidate had accepted the verbal offer of the post of Head Teacher at the salary offered.</p> <p>2. <u>Budget</u></p> <p>The Chair of Governors signed the budget document.</p> <p>3. <u>End of year data</u></p> <p>The following documents were distributed to governors at the meeting:</p>	

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	<p>Moldgreen Community Primary School Summer Data 2019 Data Headlines</p> <p>The booklet laid out in block graph format the three year data from 2017, 2018 and 2019 for EYFS and Key stages 1 & 2. Side by side within each year's results were the outcomes for the school, all Kirklees primary schools and the National results.</p> <p>The data headlines document summarised the main outcomes and trends and formed the basis of a short presentation given to governors by Mrs Szewczyk.</p> <p><u>EYFS</u> Last year the GLD (Good Level of Development) measure of attainment was sitting just below the national. This year GLD data is in line with national figures and above Kirklees. Data shows a slight three year upward trend.</p> <p><u>Key Stage 1</u> Mrs Szewczyk explained that the results had been externally moderated and so were accurate. The downward trend in Expected + results in 2018 has been halted.</p> <p>Mrs Sykes rejoined the meeting at 6.45pm.</p> <p>Following the disappointing result for reading last year, this year's Exp+ reading results have risen by 6.2% (above Kirklees but lower than National). The GDS (greater depth) results had increased by 6% above 2017 and 9% from 2018.</p> <p>Writing results at both EXP+ and GDS show an upward trend and figures for both are above both local and national figures.</p>	

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	<p>Maths results show a three year upward trend for EXP+. GDS figures have risen since last year but they are still below local and national.</p> <p>The RWM (combined reading, writing and maths) results have increased by 8% for EXP+ but are down by 2% for GDS.</p> <p>Q: Does 2% equate to one child? If so, it puts the fluctuations in percentages into context. A: Yes, 2% equates to one child.</p> <p>Q: The EXP+ results look to be good, showing an increase across all subjects, do you agree? A: Yes, staff have held Pupil progress meetings and worked hard at helping the children.</p> <p>Mrs Lonnergan noted that more needs to be done to track progress, the figures in the 70%^s are not high enough and the aim should be for above average.</p> <p><u>Phonics</u> The phonics results were lower than expected. Year 1 results were 69% in 2017, 72% in 2018 and had dropped to 53% this year. Year 2 results were 86%, 69% and 62%.</p> <p>Q: I thought that you were concentrating on phonics? A: We thought that performance was higher, the data indicated that children were on track but they weren't. Also, the testing was very strict as it was moderated.</p> <p>Q: How many of those who didn't pass have come through school? A: Six children have come all the way through school and based on EYFS data should have passed but didn't. We are retesting them next week.</p>	

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	<p>Mrs Lonnergan reported that some staff had attended a HUB meeting focussing on early reading and phonics. She had held a meeting with staff to discuss phonics and the staff were happy with how phonics was addressed in school.</p> <p>In September, two members of staff from Westmoor would support the Moldgreen staff to work on tracking. Effective tracking should allow staff to identify issues quickly and intervene.</p> <p>It was suggested that there was a need for a phonics champion.</p> <p><u>Key Stage 2</u></p> <p>Reading results were disappointing. Results for Exp+ and GDS were lower than those in 2017 and 2018.</p> <p>Q: Is this to do with the specific cohort? Or due to the moderation? A: An issue was raised last year regarding the validity of our results. They were investigated and the results were allowed to stand. This year a representative from the Standards and Testing Agency (STA) and a Kirklees moderator checked to make sure that the results were accurate.</p> <p>Q: How do we monitor reading? A: Reading is tracked through teacher assessment (statements to score the children against) and termly tests; a balance between the two. Lower down the school book bands are used.</p> <p>The Chair expressed concern at the results and noted that there was work to be done.</p> <p>Mrs Szewczyk explained that now, accurate results for reading are available to work on and staff can benchmark from them.</p> <p>Writing results were pleasing. Figures were above local and national. GDS figures had risen significantly; 0% in 2017, 2% in 2018 to 24% this year.</p> <p>Maths results had continued to increase but were still below local and national.</p>	

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	<p>GDS had risen from 4% in 2017, 9% in 2018 to 22% this year.</p> <p>GPS (grammar, punctuation and spelling) results were in line with national but had dropped by 6% from the previous year. GDS continued to increase but was below local and national figures.</p> <p>RWM results show an upward trend for Exp+ and GDS but there is room for improvement and still work to do.</p> <p>4. <u>SEF</u> Mrs Lonnergan had updated the School Evaluation Form.</p> <p>5. <u>SIP</u> The School Improvement plan had been completed and would be handed over to the new Head Teacher.</p> <p>Mrs Lonnergan thanked the Governing Body and the staff for their support. She felt that with the new Head Teacher, the school would be in excellent hands moving forward.</p> <p>Mr Hancox thanked Mrs Lonnergan for her work at the school. The school was in a better position now.</p> <p>Mrs Lonnergan would return to Moldgreen in September. The start date of the new Head Teacher would be known by then and Mrs Lonnergan would expect a short period of transition.</p>	
2456. HEAD TEACHER'S WELLBEING/ DEDICATED HEADSHIP TIME	Mrs Lonnergan had managed to take some dedicated headship time. Mrs Hall thanked her for her dedication to supporting the school.	

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2457. HUBs	<p>The focus and priority had been on Moldgreen school and HUBs had taken a backseat.</p> <p>Two members of staff had attended HUB meetings for Literacy and Early Years.</p>	
2458. SAFEGUARDING	<p>Mrs Sykes is to attend the next Governor training in October.</p> <p>Mr Hancox is due to complete Safer Recruitment in September.</p>	
	GOVERNING BODY TRAINING AND DEVELOPMENT	
2459. EVALUATION AND IMPACT	<p>The assessment of the impact that governors have made on school improvement over the year was referred to the next S & E committee.</p> <p>Mrs Hall commented on the positive feedback on the school, pupils and staff made by the candidates for the Head Teacher post.</p>	Mrs Hall
2460. SUCCESSION PLANNING	<p>It was agreed that it would be beneficial if the Chair met with governors on a one to one basis. This should allow better judgement of how best each governor could contribute to the governing body.</p> <p>Mrs Hall would be available during the second week of the Autumn term and appointments with governors would be arranged.</p>	Mrs Hall
2461. GOVERNOR TRAINING AND GOVERNOR VISITS	<p>Mr Shaw and a team of his work colleagues had worked on the school garden and further work was planned. Photographs would be published in the Newsletter.</p> <p>Mr Hancox and Mrs Stead had attended 'Ready for Ofsted' training and would report back in the Autumn term.</p> <p>Mrs Stead had created a Governor training form, formatted so that relevant points from training courses are noted. This would be passed to Mrs Hall for assessment.</p>	Mrs Hall

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2462. ANY OTHER BUSINESS	<p>i) <u>Charging and Remission policy</u></p> <p>Governors had been sent by email, a copy of the school's Charging and Remission Policy for perusal. This set out the school's policy on charging for activities and visits.</p> <p>RESOLVED: That the above policy be approved</p>	
2463. DATES OF FUTURE MEETING AND POSSIBLE AGENDA ITEMS	<p>RESOLVED: That the next meetings of the Governing Body be held on Thursdays at 6.30pm. Each meeting to be preceded by a committee meeting to be attended by all governors commencing at 6.30pm.</p> <p>3rd October 2019 AGM preceded by Standards and Effectiveness Committee 28th November 2019 preceded by Finance Committee 6th February 2020 preceded by S and E Committee 7th May 2020 preceded by Finance Committee 16th July 2020 preceded by S and E Committee</p>	
	SCHOOLS CONFIDENTIAL	
2464. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY	<p>RESOLVED: That Minute 2447 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 7.40pm.