

**FOWEY PRIMARY SCHOOL
MINUTES OF THE LOCAL GOVERNING BOARD MEETING**

6 FEBRUARY 2017 – 3.30PM

Present: Maria Barnes, Lucy Elliott, Sinead Hanks, Chris Price,
Kay Taylor, Chris Wathern (Headteacher),
Chris Williams (Chair)
Pat Richards (Clerk)

Agenda No 1	Apologies/Thanks	Action:
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- 1.1 Apologies were received from Jaine Colwill.
- 1.2 There were no changes in the Declaration of Pecuniary Interests and Conflict of Interests.

**IT WAS AGREED THAT AGENDA ITEM 4 WOULD BE
DISCUSSED AT THIS POINT**

Agenda No 4	Jason Hurr Data Presentation (External Data Consultant for PLT)	Action:
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- 4.1 CW handed out the current school data document relating to this session to be discussed. JH is to talk on the changes to data introduced last year, the new data tracking system this year and the current data inputted for December and what it will be telling staff.
- 4.2 JH started the session with an Overview of the tracking system – how the codes relate to teacher assessment and national standards. This National Assessment was bought in last year, but had huge variations.
- 4.3 He talked on RAISEonline, how outcomes are now linked to prior attainment (EYSP to KS1; KS1 to KS2). He went on to talk about how progress is now measured from KS1 to KS2 (national progress scores).
- 4.4 He informed Governors on the method of tracking and forecasting attainment, using grades 9 to 0. CP asked about teachers calculating pupils attainment, this was recorded at the end of each term, with a triangulation of data obtained from pupil's books, tests and observations.
- 4.5 A discussion took place on the question on where children should be heading. It was thought approximately two points progress each term.
- 4.6 The question of teachers being clear about developing consistency and accuracy was examined; this was felt to be an on-going focus. A clarification of 'flight path' working towards amber as working one year below Age Related Expectations.

- 4.7 Our last data input was in December 2016. All pupils were currently above KS2 averages last year.
- 4.8 JH then went to talk through how RAISEonline links outcomes to prior attainment KS1 and KS2. He communicated that for KS2, children are grouped as low, middle or high prior attainment, based on their KS1 APS. Low is KS1 APS below 12, middle is KS1 APS from 12 to below 18, high is KS1 APS greater than or equal to 18. RAISEonline compared the school's results with national results for children with the same prior attainment.
- 4.9 JH reported that the school was doing really well, with many children historically high achieving.

LE JOINED THE MEETING AT THIS POINT – 4.20

- 4.10 It was discussed and agreed that statistically looking at overall results, there was a need to look at aspirational targets, with numbers not doing justice in how children are progressing.

SH LEFT THE MEETING AT THIS POINT – 4.45

- 4.11 JH finished by saying that the school should be looking at children meeting progress. With teachers pulling together what they know about the pupils and to put them into the system.
- 4.12 CHW thanked JH for talking Governors through a very informative session.

THE AGENDA CONTINUED FROM THIS POINT

Agenda No 2	Minutes of the Last Meeting	Action:
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- 2.1 The minutes of the last meeting held on 17 October 2016 was proposed as a true copy and signed by the Chair.

Agenda No 3	Matters Arising	Action:
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- 3.1 9.4 - CP fed back that no decision had been made on this.
7.15 - CW fed back that there had been no development in this area.

Agenda No 5	Questions to Head on Head's Report	Action:
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- 5.1 CW had e-mailed a copy of his report for Governors information.

THIS PART OF THE MINUTES IS CONFIDENTIAL SEE ATTACHED APPENDIX

- 5.2 The school is considering looking at staffing arrangements to offer some form of parental support adviser or a member of staff to head up pastoral care. CW said this will have a financial implication.

- 5.4** CW reported that pupil numbers have continued to remain stable and have grown since September. Indications show from pre-school and families that CW had shown around is that numbers will be high in reception this September, if not full. KT asked whether the school could expand to two year groups. CW reported that this would not be feasible.

Agenda No 6	Pupil Premium Report	Action: CP/CHW
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- 6.1** CW had e-mailed all Governors a copy of this report. It was agreed that a Link Governor should be elected for the Pupil Premium subject. CP agreed to take this on, with CHW agreed to oversee data.

Agenda No 7	Governor Visits Feedback	Action:
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- 7.1** CHW thanked all Governors for their visits to the school and that all Governors had completed the planned visits so far this year. LE would like to thank Julie Jones for all the hard work she had put in before LE visited the class. KT would like to thank MB for all her help on her visit to the school.

**IT WAS AGREED THAT AGENDA ITEM 10 WOULD BE
DISCUSSED AT THIS POINT**

Agenda No 10	Finance Report	Action: CW/CHW
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- 10.1** CW had e-mailed a version of the December budget, with an update to follow. A discussion took place.
- 10.2** CW reported that the school has a 9% reserve. Recommended best practice as an Academy should be 10% reserves. An application to the Board has to be made for this money to be used.
- 10.3** CW discussed compiling a capital bid for money to repair the roof. CHW is happy to support this bid before it goes to a PLT sub-committee for their decision.
- 10.4** CW raised concerns regarding the repairs and maintenance budget of the building now it is getting older. He is looking to PLT to support a costed long-term maintenance plan.

Agenda No 8	Challenge Day Feedback and Actions	Action:
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- 8.1** CW reported that it had been a very positive day.
- 8.2** The feedback was very positive with strengths and development points discussed.

**IT WAS AGREED THAT AGENDA ITEM 11 WOULD BE
DISCUSSED AT THIS POINT**

Agenda No 11	Funding	Action: CW/CHW
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- 11.1** KT asked about this matter. CW fed back that CAPH had sent out a letter to all Primary Heads regarding funding crisis. CW said that as the CAPH representative for the St. Austell and Fowey area, he had written a letter to be forwarded to the PLT Directors, for their information.
- 11.2** CW went on to say that that he will also be seeking feedback from the next FAPS/STALC group to take back to CAPH.

KT LEFT THE MEETING AT THIS POINT – 5.30

- 11.3** CHW will bring this matter to the next Chairs meeting.

CP LEFT THE MEETING AT THIS POINT – 4.45

Agenda No 9	Stakeholders	Action: CHW
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- 9.1 PLT Improvement Support and Governor Working Party to Review Impact**
CHW reported that he has agreed with JC to look at the benefits of a Governor Working Party.
- Parental Questionnaire**
CW fed back that this is to go out after ½ term.
- Fowey Grammar School Trustee Request**
Correspondence had been received from the Fowey Grammar School Trust requesting a representative from the school. CHW is to take on this task.

Agenda No 12	Governor Vacancy	Action:
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- 12.1** PR fed back that she had e-mailed three unsuccessful candidates in the last round of votes for a Parent Governor to see if they were still interested in the post. She had received one from a candidate who was still interested, one who now is very busy, and had not received a reply from the other candidate. CW had received one application in reply to his letter to all parents within the school.
- 12.2** An e-mail had been received from Jem Alder (Trust Secretary). He recommends doing a robust recruitment process and get multiple candidates that Governors would happily appoint. Going on to say there is nothing to stop the LGB appointing more as Community Governors. CHW suggested and it was agreed that we would appoint an Associate Governor who could be our “Governor in waiting” in case of resignations.

Agenda No 13	Questions in Advance through the Chair/Head	Action:
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- 13.1** There were no questions.

Agenda No 14	Date of Next Meeting	Action:
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14.1 The date for the next meetings has been set at: **Monday 27 March at 3.30**

There being no further business the meeting closed at 5.40pm