

Minutes of a meeting of the Arkengarthdale Church of England Primary School Full Governing Body held at the school on the 22nd November 2016 at 6pm.

Present: C Cody(Chair), D Williams, N Barron, Mrs S Ellis, J Sparke, D Barningham, Miss H Ring(Headteacher),Miss Hannah Burrell.

In attendance:

Mrs S Gardner (Deputy Headteacher)
Ms P Gale (Clerk to the Governing Body)

Minute No.		Action
PART A - PROCEDURAL		
<p>GB 96/16</p>	<p><u>Welcome and to receive apologies for absence:</u> The Chair welcomed everyone to the meeting and introduced the newly elected staff governor, Miss Hannah Burrell. He explained that Wendy Fuller the recently co-opted Governor had offered her resignation as the role appeared to be more demanding than anticipated. However, she had kindly offered to help the school with publicity, particularly relating to the ongoing work on sustainability. Resolved: This offer of voluntary support was warmly received by Governors and the Chair and Sue Ellis agreed to make contact with Wendy Fuller and discuss the way ahead.</p> <p>Apologies had been received and consented to from Sarah Kettlewell.</p>	<p>Chair</p>
<p>GB 97/16</p>	<p><u>To remind governors of the need to declare business and personal interests:</u></p> <p>None declared.</p>	
<p>GB 98/16</p>	<p><u>To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes:</u></p> <p>None declared.</p>	
<p>GB 99/16</p>	<p><u>Notification of Urgent Other Business:</u></p> <p>None declared.</p>	
<p>GB 100/16</p>	<p><u>To approve as a correct record the minutes of the last meeting held on the 6th October 2016 :</u></p> <p>The previously circulated minutes of the 6th October 2016 meeting were considered and approved as a correct record, proposed by CC and seconded by NB. Resolved: That the minutes of the meeting held on the 6th October 2016 be signed and dated by the Chair as a correct record.</p>	<p>All/ Chair</p>

<p>GB 101/16</p>	<p><u>To consider matters arising from the minutes not covered by the agenda:</u></p> <p>It was noted that GB 77/16 referring to committee membership that Sue Ellis not Wendy Fuller was the named governor on the Complaints Committee, the minutes would be amended accordingly.</p> <p>The summary of actions was considered, all actions had been completed, although the Parent Governor vacancy was still an ongoing action. And it was agreed to widen the cohort by inviting grandparents or carers to consider the vacancy. The summary was updated (Attach.1.)</p> <p>Resolved: That an announcement about the Parent/Carer/Grandparent vacancy would be made at the Christmas Concert and nominations would be requested in the New Year.</p>	<p>HT/Chair</p>
<p>GB 102/16</p>	<p><u>To confirm the dates of the meetings of the 2016/17 Full Governing Body and Committees:</u></p> <p>It was noted that a request had been made to change the May meeting date from the 11th May to the 2nd May 2017, most Governors felt able to attend on the revised date. <u>The date of the next meeting was agreed as the 9th February 2017 at 6pm.</u></p> <p>Resolved: That the revised meeting schedule would be amended and recirculated.</p>	<p>Clerk</p>

PART B- SCHOOL IMPROVEMENT

<p>GB 103/16</p>	<p><u>To receive the Headteacher’s Report:</u></p> <p>The Headteacher had previously circulated her report and asked if there were any questions or points for clarification; it was noted that in the Admissions section of the report that the total number of pupils should be 13 not 19; and the percentage of pupils with SEND should read 30.77%.</p> <p><i>Q: What does ‘currently good’ mean in the SEF relating to the Quality of teaching, learning and assessment and EYFS?</i></p> <p><i>A: It reflects the fact that it is ‘Good’ now but had not been ‘Good’ in previous years. These judgements will be validated by the School Improvement Adviser in February.</i></p> <p>Resolved: a)That the HT be thanked for a very informative report.</p> <p>Governors were then circulated with a (where was this generated from? Ofsted?) dashboard highlighting graphically the outcomes, attainment and progress for children across the school. The HT and DHT explained that it had been recently introduced and that they felt they needed more training in how to interpret and analyse the data in the report in order to make it useful for Governors.</p> <p>Governors were then circulated with ‘Perspective’ reports, commissioned by NYCC from an organisation called Angel Solutions and the graphical trend information for both KS1 and KS2 was much clearer and easier to understand and interrogate, comparing the school against NYCC and ,more</p>	<p>All</p>
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<p>importantly, from an Ofsted perspective, national results.</p> <p>It was noted that in most cases pupils were meeting 'EXS' or 'GDS' across all areas, for example in Science all KS1 pupils exceeded the national and NYCC standard.</p> <p><i>Q: What about the few children who do not meet the expected standard?</i></p> <p><i>A: We have strategies in place to improve that situation and early indications show that improvement is being made.</i></p> <p><i>Q: Who does the assessments?</i></p> <p><i>A: It is carried out by teachers, and the assessments take place more flexibly than KS2 which is a national test, SATs. However we are very closely externally moderated, so feel confident that the judgements are accurate.</i></p> <p>The Phonics Screening report showed an improving picture, a 60% points rise of teaching phonics since 2014 for Year 1 pupils.</p> <p><i>Q: What is it now?</i></p> <p><i>A: 100% in 2016, comparing very favourably with 78.4% for NYCC and 80.6% nationally.</i></p> <p><i>Q: What about Year 2 results?</i></p> <p><i>A: It shows a 16.7% points rise since 2015.</i></p> <p>Governors were then invited to consider the KS2 report based on a single test and subject to new assessment, reporting and measures-a difficult year to identify trends when approaches have changed so significantly, a national not just local issue.</p> <p><i>Q: What is the expected standard?</i></p> <p><i>A: 100 is the average scaled score so anything above that the pupils have met the standard, for example in 2016, 103% was achieved in Reading and 80% achieved the standard compared with the national standard of 65.7%.</i></p> <p><i>Q: Do pupils get to know their individual scores?</i></p> <p><i>A: We let parents know, and then it is up to them whether they tell their children or not.</i></p> <p><i>Q: What about writing, the standard looks very low?</i></p> <p><i>A: There is no test paper evidence for this and it is based on externally moderated and verified evidence over the course of the year, reflecting the changed emphasis on spelling which impacted negatively on the 'writing' standard, an issue that was reported nationally across all schools. It is very distressing when some of the children were such effective 'creative writers', but let down by the refocus on spelling.</i></p> <p><i>Q: So what can be done about this?</i></p> <p><i>A: This was raised as an issue at the recent SIC, we have reviewed what needs to be improved and lack of narrative, editing and spelling are the priorities. The focus of the Governor Learning Walk on the 2nd December is on spelling which will also help inform the support strategy.</i></p> <p><i>Q: If this is a national issue, will the results for 2016 be disregarded?</i></p> <p><i>A: It is possible that Ofsted may decide to disregard and consider teacher judgements, but cannot say at this point.</i></p>	
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	<p>could participate in the activity, and a schedule of planned ‘walks’ will be shared with Governors in the future.</p> <p>Resolved: That NB be thanked for his update and all Governors noted the invitation to join a ‘Learning Walk’.</p>	All
GB 107/16	<p><u>To approve the Forest School Policy:</u></p> <p>Governors had been previously circulated with the revised Forest School Policy, updated by Amy Metcalfe (A.M.)</p> <p><i>Q: From a Health and Safety perspective do all participants complete a disclaimer prior to the activity?</i> <i>A: Yes, they complete on the day, and the policy is also on the website.</i></p> <p>Resolved: That A.M.be thanked for the updated policy and successful events for the benefit of pupils from both schools.</p>	All
GB 108/16	<p><u>To receive an update from the Joint Collaboration Committee:</u></p> <p>Draft minutes had been circulated to all Governors from the meeting held on the 16th November 2016.David Williams had been voted in as Chair and Tom Lascelles from RMS as Vice Chair for 2016/17.Both schools were benefiting from the agreement and DW wished to record thanks for the overwhelming support from RMS and the offer of any reciprocal support that ACE could provide for RMS had been made.</p> <p>The HT reported that all staff from RMS had visited ACE on the 8th November and received a presentation on the ‘New Maths’ project from Hannah Burrell (HB).It had been inspiring and very well received ,some staff from RMS were keen to adopt the approach and others had said they wished to continue visiting the school in the future for exchange of practice.</p> <p>Resolved: That the Collaboration continues to work well for both schools and thanks be recorded for the ongoing support from Richmond Methodist School.</p>	All
GB 109/16	<p><u>Governance Update:</u></p> <p>John Sparke (JS) introduced the previously circulated Governor Development Plan explaining that it was an evolving document that would be presented and updated at every FGB meeting. The actions had been derived from national guidance and the results of the recent Governor Skills Audit and he and SE had updated for Governors to consider and approve.</p> <p>Through discussion, a number of changes were highlighted: 4.3.-Change from ‘community’ to ‘economy’-new wording-‘Develop knowledge of the local and regional economy’. 5.4.-Add ‘Understand the need for safeguarding’ 5.4.1. Add ‘Understand online safeguarding’. 5.4.2. Add ‘100% of Governors to complete and log on training log’. 5.4.3. Add ‘Complete by the end of March 2017.’</p> <p>Resolved : That JS and SE be thanked for their work on the Governor</p>	

	Development Plan and that all Governors should update as required for review at every FGB meeting.	
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PART C – FINANCIAL PERFORMANCE		
<p>GB 110/16</p>	<p><u>Update on the budget:</u></p> <p>Draft Finance Committee meeting minutes held on the 16th November 2016 had been previously circulated to Governors and it was noted that DW had been voted in as Chair with JS as Vice Chair.</p> <p>The minutes showed that there was little change since the August monitoring report and although a £13k deficit was showing over the year, it did show a £4k improvement on the previous report. The Chair reported that Governors would be updated regularly, and the next formal review would take place on the 2nd May 2017 to recommend for approval the budget for 2017/18.</p> <p>Resolved: a) That the updated Budget report be approved and all Governors would be sent the Budget Summary report for information.</p> <p>Governors had been circulated with the School Financial Value Standard (SFVS) template and it was agreed that all Governors should complete and that DW would compile a FGB response, reminding Governors that this was a statutory requirement.</p> <p>Resolved: b) That all Governors should complete the SFVS template and return to Kath Hollingworth by the end of term so DW could complete a corporate response for consideration and approval at the February 9th 2017 FGB meeting.</p> <p>Governors had been circulated with the NYCC recommended Pay Policy, it required some customisation but in principle was adopted subject to customisation from KH and the SBM (RMS).</p> <p>Resolved: c) That the NYCC Pay Policy be adopted subject to some customisation.</p> <p>The Charging Policy had been previously circulated but recognition was given to the need for inclusion about payments for the before and after school service.</p> <p>Resolved: d) That the Policy be approved subject to the inclusion of charges for before and after school care charges.</p> <p>Resolved: e) That DW be thanked for a positive update on the Financial Performance of the school.</p>	<p>All/Clerk</p> <p>All/KH/ DW</p> <p>All/KH/ SBM</p> <p>All/KH</p> <p>All</p>
<p>GB 111/16</p>	<p><u>To receive a staffing update:</u></p> <p>The Headteacher reported that there was a very strong team approach to the new teaching arrangements and pupils were benefiting from this</p>	

	<p>strength. There was nothing further to report that had not been covered by her HT report.</p> <p>Resolved: That staff be thanked for their enthusiasm and commitment to all children at the school.</p>	All
GB 112/16	<p><u>Update on health and safety:</u></p> <p>SE the Lead Governor on Health and Safety reported that the previous areas for improvement, emergency lighting and weekly fire testing had been resolved and other actions were being considered. The HT reported that she would be shortly undertaking Legionella training.</p> <p>Resolved: That SE the Lead Governor for Health and Safety be thanked for her support on this important area of school business.</p>	All
GB 113/16	<p><u>To receive a premises update:</u></p> <p>The HT reported that the lighting had been updated and trees had been removed from the back of the school building. Plans are in place to remove the pond at the front of the building to respond to health and safety concerns without loss to plant and animal life.</p> <p>Resolved: That the pond should be removed without loss to plant and animal life.</p>	HT
GB 114/16	<p><u>To receive an update from the Sustainability Working Group:</u></p> <p>Governors thanked SK for her persistent work in promoting the school through leaflet dropping and meeting with contacts. The HT also reported that her PA had circulated all of the 22 army units on the Garrison with information about the school.</p> <p>The Chair thanked and encouraged all Governors to continue the momentum in promoting the strengths of the school.</p> <p>Resolved: That all Governors be thanked for their ongoing commitment to promoting the value and strengths of the school.</p>	Chair
PART D- OTHER BUSINESS		
	<p>There being no further business the Chair thanked Governors for their contributions and the meeting closed at 7.35 pm.</p>	
	<p>Date and time of the next meeting of the Full Governing Body:</p> <p>Thursday 9th February 2017 at 6pm.</p> <p>Please send any apologies and reasons for absence to the clerk – Pat Gale.</p> <p>pat.gale@northyorks.gov.uk</p>	