

**PATCHAM JUNIOR SCHOOL
GOVERNING BODY MEETING
MINUTES**

Meeting Type:	Full Governing Body
Date/Time:	22 nd March 2017 6pm
Location:	Patcham Junior School - classroom
For:	Full Governing Body, Website
Quorum:	8
Present:	Governors (voting) Nicky Caldwell (NC) Derrick Davis (DD) Tamsin Hinton-Smith (THS) Iseult Hull-Flower (IHF) Chair of Governors Ruth Nilsson (RN) Marion Rajan (MRJ) Andrew Saunders (ASD) Ashley Seymour Williams (ASW) Headteacher Danny Simpson (DS) Rebecca Stevens (RS) Shadric Toop (ST) Other (non-voting) Janet Johnson (JJ) Clerk to the Governors
Apologies:	Debbie Willsher (DW) – accepted Mark Rodericks (MRD) - accepted

	DISCUSSION and DECISION	ACTION
1	INTRODUCTION IHG opened the meeting and apologies were considered. No new declarations of interest were made when invited. DS and ST reminded their spouses worked at the school. It was considered all governors could take full part in the meeting.	
2	CHAIR's REPORT <ul style="list-style-type: none"> • Trevor Howson and Sarah Fitzjohn-Scott had stepped down from their positions as governors. • The headteacher recruitment process was proceeding according to plan. • The meeting to ratify any successful appointment was set for 5.30 on the 4th April <p>❖ In discussion it was agreed DS would now be the Chair of Resources committee.</p> <p>JJ gave advice re training.</p>	
3	MINUTES FROM LAST MEETINGS 29.11.16 23.2.17 The minutes from 29 th November 2016 and 23 rd February 2017 were agreed to be accurate records and signed accordingly.	
4	MATTERS ARISING <ul style="list-style-type: none"> • The pupil premium training had not gone ahead. Another date was 	

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	<p>awaited</p> <ul style="list-style-type: none"> • A governor had visited several times and evidenced improvements in arts provision see item 6.3 • The school evaluation links had been completed • The governor survey had not been completed. • Other outstanding items had been deferred <p>Discussion turned to item 7</p>	
5	<p>TRAINING</p> <p>Governors had attended several courses and reported back:</p> <ul style="list-style-type: none"> • Part one of governor induction – no recommendations for change • Artsmark – a governor reported the school was at the end of the process and doing very well – see item 6.3 • Raiseonline – a new system was expected in the next few weeks which was likely to be very different and governors would need to keep up-to-date. • Safeguarding – no recommendations for change • Good governance – IHF and JJ would continue to liaise. 	
6	<p>SCHOOL IMPROVEMENT PLAN <i>Is it on track?</i></p> <p>6.1 REPORTS FROM COMMITTEES</p> <ul style="list-style-type: none"> • Curriculum Minutes were accepted. Next meeting was 25th April. • Resources and Pay and Performance The minutes were accepted. <ul style="list-style-type: none"> ❖ The Schools financial value standard document had already been considered by governors and was now confirmed. The document was signed by IHF. ❖ The Grievance policy was confirmed to continue for a further 3 years in the absence of suggestions for change from the local authority. Monitoring was to remain unchanged. <p>6.2 GOVERNORS</p> <ul style="list-style-type: none"> • Governors' day had been cancelled as governors prioritised headteacher recruitment. Visits would be completed next term. • A governor had investigated data for schools in Brighton based on key stage 2 results and these confirmed the information previously received and plan for improvement. ASD was thanked for the considerable work involved. <p>6.3 HEADTEACHER</p> <p>6.3.1 Arts</p> <p>The school has been working through the development plan and completed the case study. At least gold standard was expected. Drawing was needed not only for art but for employment. Quite a lot of work had been done to have a systematic approach to drawing with the aim of overcoming self-consciousness. Governors aimed to have an ethos of drawing and by year 6 having a skillset and being confident as a drawer. ASW informed staff had been on board, progress would be tracked and it is expected to have an impact in different ways.</p> <p>A governor added that there are not many primary schools going through</p>	

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	<p>the process, it is much more rigorous than the previous system and it covered all arts. The school partnership advisor had attended recently and saw it as a strength of the school that it wasn't just maths and English.</p> <p>6.3.2 The curriculum committee was in course of checking progress; however, ASW reported the school improvement plan was on track.</p>	
7	<p>HEADTEACHER's REPORT</p> <p>The report had already been considered by governors and this included the proposed staffing structure. ASW added:</p> <p>7.1 Funding. Governors were well aware of the real time cuts in net funding and that this school was well placed due to good numbers on roll and good budgeting in the past but going forward the position would not be sustainable. RS arrives 18.30. If it carried on as at present the school would be £50-60k in deficit by 2020. Some schools in the partnership were not so well placed. Governors had already received a draft letter, similar to that sent to parents by partnership schools. In discussion it was agreed this should be sent as it was not party political, other schools in the partnership needed to be supported and all parents would be faced with the difficulties in the next few years.</p> <p>7.2 Staffing structure. DS and ST offered again to withdraw. This was not considered necessary. Governors were in agreement the new headteacher should be able to make choices. Those on fixed term contracts would need to be either given a job or requested to leave. Another fixed term contract would not be an option.</p> <p>7.2.1 Learning mentor. As previously discussed this new role had been proposed to work with children in different ways to have an impact on the social emotional and mental health aspects. How does it differ from a senior ISA? They would have a case load and not be class based. Will they have their own room? Partly, the owl room. Will it improve management time? Yes as the senior leadership team would not needed so often. Would that be to start in September? Yes we will advertise it as 2 x 2.5 full time equivalent. It would be open to existing and new staff. Is this the type of role other schools will be cutting if they are under pressure? We can do this for one year to ascertain whether there will be a need and so we can evaluate the impact. What about those children that want stability? Each would have a defined role.</p> <p>7.2.2 Leadership structure. Staff movements would allow a TLR to reduce by one by amalgamating the English and year 5 lead. This was considered to be able to be delayed until the new head had been appointed but documents would be prepared for after the Easter break.</p> <p>The budget 2017/18 would comprise 86% staff costs: the recommended</p>	

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	<p>amount. There being no dissent the budget would continue to be drafted with Resources having oversight.</p> <p>7.2.3 Other What was the Freedom of Information request? Equal action for fathers but there was no address for response. The bullying incident data – are they within the norm? When we do surveys children say there is more bullying than is reported as we only report bullying that meets the criteria.</p> <p>The report was accepted.</p>	
8	<p>STAKEHOLDER VIEWS There was nothing to report</p>	IHF
9	<p>ITEMS FOR NEXT MEETING 27th June 2017 In discussion it was agreed a 6pm meeting time suited most governors. The meeting closed 19.11</p>	

..... signed dated