

**NEW OSCOTT PRIMARY SCHOOL**

**MINUTES OF GOVERNING BOARD MEETING HELD ON THURSDAY 3rd MAY 2018**

*The meeting commenced at 4.05 pm*

<b>1.0</b>	<b>PRESENT - GOVERNORS</b>		<b>ACTION</b>
	1.01	XX, Parent – Premises Governor and CHAIR XX, Head Teacher XX – Deputy Head Teacher XX – Associate Governor XX – Parent, SEN Governor XX – Associate Governor	
<b>2.0</b>	<b>ABSENT WITH APOLOGIES</b>		
	2.01	XX – School Business Manager XX – Associate Governor XX – Co-Opted Finance Governor XX – Associate Member, Data Governor XX – Staff Governor XX – Co-opted Governor – Early Years Consultant XX, Vice Chair XX – Local Authority Governor XX PARENT, SAFEGUARDING GOVERNOR	
<b>3.0</b>	<b>ABSENT WITHOUT APOLOGIES</b>		
	3.01	None.	
<b>4.0</b>	<b>PECUNIARY INTERESTS</b>		
	4.01	XX/XX	
<b>5.0</b>	<b>MINUTES OF THE LAST MEETING</b>		
	5.01	Minutes of the last 2 meetings lost due to IT malfunction.	
<b>6.0</b>	<b>POLICIES – REDUNDANCY AND TEACHERS PAY AND CONDITIONS</b>		
	6.01	There is a need for redundancies in school, XX is informing the GB about redundancies are require and the need for restructure.	
	6.02	There have been panels set up for redundancies and restructure but there also needs to be an appeals panel for the right of appeal. These need to be different to the redundancies and structure panel and can be GB members who are parents of children within school, 3 people are needed.	XX
	6.03	We also need a dismissal panel as soon as possible as 2 staff who are off on long term sick are being dismissed. XX to speak to governor support to see if associate governors can be on dismissal panel.	XX
	6.04	The redundancy policy was agreed with a proxy vote from XX with an email to XX for evidence.	
	6.05	The model pay policy was discussed And XX needs to add a career progression grid after section 6.6.	
	6.06	This policy has taken the school teaching standards and breaks them down to show progression over a teacher’s career. M1 – M6 and Bands 1-3, Band 4 are teachers wishing to go up to upper pay scale and to do this they need to show significant support of others. Any	

		teacher wanting to go to upper pay scale would need to put this in writing and have 2 positive performance reviews and show a portfolio of evidence.	
	6.07	In requiring this it shows the school has shown enough challenge to the staff and ensures those deserving get the progression deserved.	
	6.08	If this policy is agreed XX will do a training day on this in September.	
	6.09	XX asked if the staff have been consulted on this as some unions don't support these policies.	
	6.10	XX said that the policy should also be used to make it clear to those on the upper pay scale how they are required to perform.	
	6.11	This policy was agreed.	
<b>7.0</b>	<b>GDPR</b>		
	7.01	PP is going to be the lead on this with a team that includes XX and XX.	
	7.02	There are various actions to be completed by the team before their next meeting.	
	7.03	All members of the North Birmingham Schools have agreed to the same structure.	
	7.04	All governing board members are to have a school email address, these will be sent out in 2 separate emails, one with the address on and the other with the password.	
	7.05	There will be a cost for installation of a secure access system to store the confidential files.	
	7.06	There are many items to look at in regards of this but we are showing that we are working towards completion but it may me be slow progress due the scale of the task.	
	7.07	This will also improve practices within the school about data protection.	
<b>8.0</b>	<b>CLERKS POSITION</b>		
	8.01	XX is going to ask somebody she knows who may be interested in the position.	XX
	8.02	XX to consider sourcing other companies to get a quote for the work as well as the one we currently have for in the region £4,500.00.	XX
<b>9.0</b>	<b>HEADS UPDATE/ MAT UPDATE</b>		
	9.01	With the BSS still signed off and now on half pay, XX has agreed to do 6 months of 7am – 2pm.	
	9.02	12 staff, including SLT, attended training on management and control strategies. We currently have 2 teaching students on teaching practice in years 3 and 5. We are currently advertising externally for a KS1 and KS2 teachers, interviews on 18 <sup>TH</sup> and 21 <sup>ST</sup> May.	
	9.03	11 rising 3s were admitted in April, all settling in well. Currently only have 2 places available in school, one in each year 1 and 5. Reception places have been allocated, 90 offers made, 87 currently accepted. Year 5 SRE lessons next week, year 6 parent meeting next week and lessons the following week.	
	9.04	Continuing to work as part of the transforming reading project, XX and XX attending regular training sessions and leading these as staff meetings and twilights in school. On 30 <sup>th</sup> April we had our quality mark assessment, the initial feedback was very positive, thank you to XX and XX (parent) for giving	

		their time with this.	
	9.05	Huge congratulations to XX and the sports team on being awarded the special recognition award at the Birmingham school games awards evening. Police are going to be a presence at NOPS over the coming weeks to try to improve parking. The NOSPA summer fun day will be held on Friday 6 <sup>th</sup> July.	
	9.06	XX attending NSPCC training next month on e-safety following a number of issues in school involving mobile phones/internet/social media. PC B to lead parents meeting about this on May 10 <sup>th</sup> and lessons for years 4, 5 and 6 in the following week.	
	9.07	Ongoing teacher led intervention sessions in year 6 on Tuesday pm (reading) and Wednesday (maths) and Thursday after school (greater depth maths) Ongoing PP targeted writing intervention in year 5 on Tuesday pm. Targeted writing (greater depth) intervention in year 2 on Monday afternoons and year 1 reading/phonics on Tuesday afternoons. KS1 and KS2 papers arrived and secured.	
	9.08	XX lead MAT staff consultations – repeated twice so far. Staff to submit questions by 4 <sup>th</sup> May, the same process is held in other schools. XX to email out the ppt for governors to read.	XX
	9.09	Nursery/Larks and Owls canopy erected over Easter, also the year 6 lockers were installed and doors with glass panels on some rooms where we still had solid doors. Year 3 pupils have led a big push on reducing plastic/paper and increasing recycling. Awaiting the date for works for the gas pipes/gas supply.	
<b>10.0</b>	<b>AOB</b>		
		No other business. <i>Meeting ended at 5.12 p.m.</i>	

- Date of next meeting **7.00 pm on 14<sup>th</sup> June 2018**
- Finance Committee's meeting at **6.00 pm on 14<sup>th</sup> June 2018** prior to the GB meeting.