



UNAPPROVED

Minutes of the meeting of
Holton-le-Clay Schools Full Governing Body
held on
26th June 2017
6.00 p.m. at Holton le Clay Infant School

Present:

Mrs D Hunt, Mr J Allen, Mrs S Holmes-Barber
Mrs H Treadgold, Mrs A Morgan, Mrs L Riggs,
Mrs K Baldock, Mrs T Frisby, Mrs C Wright

Also present: Mrs S Ellerby (Clerk to the Governors)
Mr S Leeman (Deputy Headteacher)

Agenda Item No.	Minutes	Action by whom/when
1	<p>Apologies for absence Apologies for absence received from: Mr M Croft</p> <p>Governors agreed to approve this absence as authorised.</p>	Clerk to note register
2	<p>Declaration of Interests in items on this agenda None</p>	
<p><i>Mr Leeman left the meeting at 6.30 p.m.</i></p>	<p>Presentation by Mr Leeman – Teaching of numeracy and calculations Mr Leeman is currently reviewing the Maths and Calculation Policies following a recent Ofsted visit to the Infant School. Governors were asked to consider amending the wording for 2 areas:</p> <ul style="list-style-type: none"> • Embed current topic before moving on • Column calculations or number lines <p>Whilst considering, Governors were reminded that the Maths results at KS1 historically have remained consistently above the national average using the current policies. Governors agreed that teachers should have the option to teach pupils using the column calculation method and/or the number line method as appropriate to the individual child.</p>	
4	<p>Headteacher’s Report July 2017 The Head’s Report was issued with the agenda for this meeting for consideration by governors to allow them to raise comments/challenges. The points discussed in detail were: 1. Effectiveness of leadership and management Leadership and Management</p>	

	<p>Post Ofsted Action Plan</p> <ul style="list-style-type: none"> This action plan was created following the recent inspection at the Infant School. Please see attachment with these minutes <p>Infant action plan based on Inspection Dashboard</p> <ul style="list-style-type: none"> This plan was established with the publication of the Dashboard and has been rag rated. Please see attachment with these minutes <p>Governors requested that these 2 action plans be reviewed and revisited on a regular basis. These items have been added to the Governing Body Annual Timetable for 2017-2018.</p> <p>Teacher profiles Enclosed with these minutes is a summary of teaching and learning across the federation prepared by DH. See CONFIDENTIAL PART B</p> <p>Mobilise Update by Karen Baldock Kb advised governors of the recent progress with the Mobilise project which is to maximise the use of Teaching Assistants. Audits have been made to identify training needs and a timetable of training sessions has been set up. Governors are invited to attend these sessions. First one is on Friday 30th June 1.15 p.m. at the Junior School for all support staff. Governors commented that they were pleased that this initiative was taking place as Teaching Assistants are a valuable resource to our schools.</p> <p>On request from a local Headteacher, DH asked which governors would be prepared to conduct a monitoring visit with a governor from another governing body in attendance to observe our good practice? CW volunteered however dates for next visits have not been set as yet.</p>	
<p>5.</p>	<p>Chair's Report June 2017 including annual review</p> <p>This document was submitted with the agenda for this meeting.</p> <p>Items discussed in detail at this meeting were: Governors discussed how the governing body can raise it's profile amongst staff and other stakeholders. Ideas suggested were:</p> <ul style="list-style-type: none"> Governor Newsletter to staff after the first meeting of the new academic year 2017-2018 Invite all staff and governors to an informal meeting following a staff meeting 	

	<p>Approval of the Minutes of meetings held on:</p> <p>Full Governing Body 8th May 2017 Governors RESOLVED to approve the minutes of the Full Governing Body meeting held on Full Governing Body 8th May 2017</p> <p>Standards Committee 12th June 2017 Governors RESOLVED to approve the minutes of the Resource and Finance Committee meeting held on Standards Committee 12th June 2017</p> <p>Finance Committee held on 12th June 2017 Governors RESOLVED to approve the minutes of the Standards Committee meeting held on Finance Committee held on 12th June 2017</p> <p>* NB. Committee meeting minutes were approved by members of those committees, present at that meeting.</p>	<i>Chair to sign minutes</i>
6	<p>Matters arising from the above minutes in agenda item 3</p> <p>Standards Committee 12th June 2017</p> <ul style="list-style-type: none"> Governors approved the annual review of the Charging and Remissions Policy on the recommendation of the Standards Committee policy - see agenda item 4 meeting dated 12th June 2017 	
5	<p>Strategic Plan Review 2016-2017</p> <p>See review document, attached to these minutes.</p>	
6	<p>Skills Audit</p> <p>In advance of the first meeting of the new academic year, Governors have been requested to complete an up-to-date skills audit. A summary of these skills will be used to inform training requirements and the election of committee members for 2017-2018. Governors were requested to submit their completed document to the clerk as soon as possible.</p>	
7	<p>Submission of agenda items for next meeting</p> <p>Future item: *Consideration of conversion to academy status/ joining a MAT</p>	
8	<p>Date of next meeting</p> <p>The first meeting of the new academic year will be held on Monday 25th September 2017 6.00 p.m. at the Infant School.</p>	

Meeting closed at 8.30 p.m.

Signed: Chairman

Date

Please note that if you wish any items to be discussed within a meeting, these should be advised at the last agenda item of the meeting, or to the Clerk at least 2 weeks before the date of the next meeting.

This request will then become an agenda item at the next relevant meeting.

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Our Mission Statement

'We Aim to Understand and Respect the World and Each Other'

Our 3 core functions

- a. Ensuring clarity of vision, ethos and strategic direction;
- b. Holding the Executive Headteacher to account for the educational performance of the school and its pupils; and
- c. Overseeing the financial performance of the school and making sure its money is well spent.