

**THE JOHN OF GAUNT SCHOOL**  
**Minutes of the Board of Governors' Meeting**  
**Monday 3<sup>rd</sup> April 2017**

**Time:** 6.15 pm  
**Place:** The Hub  
**Present:** David Whewell (chair), Mike Gunston, Sarah Bergg, Debbie Youngs, Toby Corden, Andy Williams, Louise Hamilton, Elaine Baldwin, Jordan Mockett, Derek Barber, Matt Palmer, Helen Thorne, Rachel Martin, Liz Summerson, Kevin Eames, Jo Trigg, Andrew Hawkins, Eleanor Shergold (clerk)  
**Apologies:** Ben Rhodes

Agenda Item	Actions Agreed	Who
49/17	MGU to check with SHI that exit interviews are happening	MGU
49/17	MGU will circulate information to governors re numbers on roll	MGU

**41/17 Apologies**

Apologies were agreed and accepted. JMO was welcomed to the meeting as new staff governor.

**42/17 Declaration of Business Interests**

Governors were reminded to declare business interests and update them as necessary.

**43/17 Minutes and Matters Arising**

16/17 - Staff voice meeting for support staff has taken place  
 24/17 - Resources committee have implemented an improvement plan for premises  
 37/17 - MGU has written to the Regional Schools Commissioner. An Education Adviser will visit the school for a morning in May to follow up on the conversation

**44/17 Chairs Report**

Governor Training Report circulated in advance of the meeting.  
 Confidential item discussed.

**45/17 RAISEonline**

Feedback from governor training - governors agreed to omit the agenda item due to pressures of time in the meeting and changes taking place in RAISEonline, which will no longer be in use after July. The way forward will become clearer in the next couple of months.

**46/17 Friends of the John of Gaunt School**

HT gave an update. At the last meeting joint chairs were appointed, also a secretary and a treasurer. The committee plan to attend parents' evenings to sell refreshments. Currently there is a 'design a logo' competition for students and Friends hope to have a non-school uniform day to raise funds. The committee has had an offer of help with bid writing.

MGU reported successes of PTAs elsewhere - HT said that the committee would welcome ideas. ESP is staff adviser to the committee, minutes will be added to the website.

**47/17 LINK Governor Role**

Link governor policy discussed by CLES and S&C - questions in the policy have been reworded to reflect the fact that governors are not making judgements when taking part in link governor visits. Visit summary document approved with agreed minor amendment.

**48/17 Reports from Committees**

**Audit**

Meeting re-scheduled to 5<sup>th</sup> April due to not being quorate for scheduled meeting. Two additional governors have now joined the committee.

**CLES**

SEN policy updated. CLES programme for agendas agreed for terms 5&6 and 2017/18.

A member of CLES will join the next Raising Achievement Team (RAT) meeting.

School Improvement Plan (SIP) updates -

ALA updated governors on progress in science - a lot of good work is going on and progress is being made.

Governors were updated on the latest tracking points for Y10 and Y11.

Governors stressed the importance of maintaining Accelerated Reader or a similar alternative in order to promote literacy and raising achievement.

### Resources

Cashless catering - order has been placed and will be installed towards the end of the summer term. Governors asked questions to clarify provision.

Premises improvement plan approved. MGU updated governors on CIF bids submitted earlier this year - the bid to refurbish the toilets was unsuccessful, however the bid to replace the distribution boards was successful.

Update given on management accounts from the Resources meeting.

Governors asked why curtains are being replaced with blinds - explanation given re condition of curtains and where blinds are needed.

### S&C

SIP updates - Two items were included from the School improvement Plan -

- Alternative provision - no conclusion reached due to current situation with the Service Level Agreement
- Attendance - committee updated on what has been done to improve attendance to date. ZPE is attending S&C in term 6. Invitation extended to Resources governors. More information is now coming to Board in MGU's report

Critique of school website - Oakford will be hosting the website from the summer, giving S&C the opportunity to have more involvement in any future plans for redesigning. SB will send feedback re discussion on to MGU.

Parent survey - this will be sent out again soon.

### 49/17 Headteacher's Report

MGU reported a decrease in exclusions. JOG is trying to work collaboratively with other local schools.

Governors challenged the provision of trips in balance with the amazing commitment to Ten Tors. MGU disagreed, pointing out that information was for Feb/March only. Governors asked MGU to include numbers involved in the D of E Award in future reports. Governor reminder given to ensure that information is published on the website.

Update given on recent appointments and current advertisements. Governors asked if exit interviews are still taking place.

### Action - MGU to check with SHI that exit interviews are happening

MGU

SIA report circulated in advance of the meeting. SIA stated that 'JOG is not a coasting school: it is a striving school'. Governors stated that the report is very positive, reflecting well on MGU and the team.

Latest Y11 Tracking - report circulated in advance of the meeting. English and maths are doing well - in 2016 38% of PP students achieved grade C or above, this year teachers are predicting that 55% of PP students will achieve grade 4 or above, equating to a grade C. Governors asked what is happening with PP girls. MGU said that this is currently being explored. Intervention very much focused on PP girls in maths. Progress in science has doubled, with more work to be done. PP tracking is stronger in Core science and geography than for the rest of the cohort.

Attendance overview shared with governors - this is explored in more detail in S&C. Attendance remains a significant concern but has improved over recent weeks. Overall attendance is below the national average, and persistent absence above the national average. Previous improvements in attendance had been impacted by a sickness bug in December and January, which similarly impacted other local schools.

MGU outlined proactive steps being taken to promote attendance. Governors stated that refurbishing the toilets may also help improve the situation.

Student numbers - update given on students numbers for year 7 in September.

HT left the meeting.

Governors asked why numbers on roll had dipped - MGU is looking into this and will circulate information.

Tutor time - observations of SIA discussed.

MPA left the meeting.

#### **50/17 Policies**

**Link Governor**

**SEN**

**Behaviour**

**Drugs**

**Mental Health and Wellbeing**

DY proposed acceptance of all policies, SB seconded the proposal.

#### **51/17 AOB**

Support staff meeting - report re comments will follow at a later date.

6<sup>th</sup> form collaboration meeting - link governor reported that DLs are confident that all is going well.

**Meeting closed at 8.15 pm. Date of next Board meeting - Monday 22<sup>nd</sup> May 2017**

**Signed: \_\_\_\_\_ Date: \_\_\_\_\_**