

THE JOHN OF GAUNT SCHOOL
Minutes of the Board of Governors' Meeting
Monday 9 October 2017

Time: 6.00 pm
Place: The Hub
Present: David Whewell (chair), Mike Gunston, Toby Corden, Jo Trigg, Liz Summerson, Jordan Mockett, Helen Thorne, Kevin Eames, Derek Barber, Sally Andrews, Sarah Bergg, Eleanor Shergold (clerk)
Advisers: Ben Rhodes, Louise Hamilton
Apologies: Debbie Youngs, Andy Williams, Andrew Hawkins

Agenda Item	Actions Agreed	Who
12/18	Date of data protection training session to be confirmed	ES/DCO
13/18	Collated information re skills audit to be circulated	ES
14/18	TC to send ES a statement to add to the objectives around reserves	TC/ES
14/18	Date to be arranged for governor Saturday. All to give input re content	DW/ALL
19/18	DW to write to MPA	DW
19/18	TC to email Resources committee to update on decision re additional post	TC

10/18 Apologies

Apologies were agreed and accepted.

11/18 Declaration of Business Interests

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

12/18 Minutes and Matters Arising

6/18 - SB has circulated a copy of the annual report for further feedback from governors
6/18 - Vacancy for support staff governor to be followed up this term
7/18 - Date of data protection training session to be confirmed with DCO
8/18 - Staffing panels training session has been arranged for before December board meeting
8/18 - Training session request for data replacing RAISE - MGU informed governors that there is an issue re access to the data as so few passwords have been issued to the school

13/18 Governor Skills Audit

Governors completed a skills audit in order to gain an overall picture of the skills, experience and development needs of the board as a whole, as well as individual governors. Information to be collated and circulated.

Action - depersonalised collated information re skills audit to be circulated

ES

14/18 Chairs Report

Key Objectives for the Governing Board 2017/2018

Objectives discussed and revised with agreed amendments.

Action - TC to send ES a statement to add to the objectives around reserves and increasing outcomes for students

TC

Governor Vacancies

There has been one applicant for the role of parent governor and an expression of interest from Peter Gear, a governor at a local primary school. DW proposed a recommendation from the Board to members that PG becomes an appointed governor. MGU seconded the proposal.

HT Performance Management

Governors agreed that DW, TC and JT will form the committee again this year, with LS being willing step in if needed.

Governors' Development Day

A half day with lunch to be arranged for a Saturday morning in March.

Action - date to be arranged. Governors to give input re content.

DW/ALL

15/18 Confidential Item Discussed

16/18 Headteacher's Report

MGU updated governors on numbers on roll, which has dipped slightly since July. A question was raised about students who have left from the lower sixth form. MGU reassured governors that much help goes into supporting students with decision making. Two year linear removes the option of picking up additional AS levels in Y13 which is a factor for some. Governors asked if the careers adviser has been involved. MGU confirmed that she has been and has also helped with applications.

Exclusions - higher than this time last year. There are some complex situations with Y7s around behaviour and vulnerability. Governors asked how this will be addressed with primary schools going forward. Challenges around this were discussed.

Tension recognised between JoG's good reputation for being inclusive and the need to not be perceived as a 'specialist' school. Staff training will be provided to help understand and recognise the needs of ASD students in particular. Governors asked if there is a need to increase capacity at this time.

Unvalidated KS4 results - information shared with governors. Figures will be adjusted according to remark results and other factors - it seems reasonably secure that JoG is no longer a 'coasting school'. Low prior attaining remains a priority for school improvement.

SEF - circulated in advance of the meeting and is a work in progress. NGR has advised more information re current students. MGU asked for governor feedback and challenge - needs to have strong evidence in place to support 'good' rating on SEF.

SIP - circulated in advance of the meeting - DB proposed, JT seconded, unanimous acceptance from governors.

Behaviour - MGU updated governors on steps taken so far and what the next steps are - apart from some complex situations the feeling is good around behaviour. Slight tweaks in behaviour policy has made the procedure more clear cut. There are still a small number of students who flout the system. Culture - MGU has been clear that the message is about inclusion and support, restorative, not punitive.

Include - governors asked how need is prioritised for places. MGU explained.

Wiltshire Education Transformation Board - MGU updated governors. Schools will need robust systems in place re external validation and to be seen as outward facing, particularly as a single academy. NGR is visiting JoG next week for 2 days.

17/18 Reports from Committees

S&C

Attendance remains a focus area with information being shared at every committee meeting. A sleep charity is visiting in November and will carry out short presentations to students as well as some work with a small number of targeted students.

Health and Well-being Survey - information will include bullying - feedback to S&C.

Tutor Groups - feedback will be given in terms 2, 4 and 6.

Committee updated on the restructure of student leadership.

Resources

Pay panel - recommendation from Resources to Board that TC, JT and AW form the pay panel. DW proposed, LS seconded the proposal.

Summer work - Dunston toilets have been completed with plans for further toilet blocks also to be refurbished. Distribution boards - work completed.

Finance update will be presented at the next committee meeting.

Reserves - will be discussed further next term in order to agree a level which allows for continuing to improve outcomes.

CLES

The main focus of the meeting was exam results - governors expressed appreciation of the hard work that has gone into producing such positive results.

Initiative in developing T4W - benefits of cross curricular development discussed.
Committee numbers has been resolved, but now lacks staff governor representation.

18/18 Policies

Scheme of Delegation - TC proposed acceptance - JT seconded the proposal.

JM left the meeting.

Pay policy

Policy review supported by EGR's briefing. Statutory requirement of 2% increase to top and bottom of M1 - M6. Resources recommendation for 2% pay increase to every point on M1-M6. LS proposed acceptance of policy and 2 % increase to M1-M6, JT seconded the proposal.

19/18 AOB

DW will write to MPA on behalf of the Board to thank him for his input as a staff governor.

Action - DW to write to MPA

DW

NGR's visit next week - all governors invited to attend meeting.

Resources Committee

MGU proposed appointment of an additional teacher, not in budget, to work with a small number of identified students. Concerns and options around post outlined by MGU, who suggested 1-year provision. Governors approved the request and advised a permanent post.

Action - TC to email Resources committee to update on decision

TC

The meeting closed at 8.20 pm. Date of next Board meeting - Monday 11th December 2017

Signed: _____ Date: _____