

THE JOHN OF GAUNT SCHOOL
Minutes of the Board of Governors' Meeting
Monday 10th September 2018

Time: 6 pm
Place: The Hub
Present: David Whewell (chair), Paul Skipp, Jo Trigg, Liz Summerson, Andrew Hawkins, Debbie Youngs, Andy Williams, Helen Thorne, Sarb Gill, Kevin Eames, Pamela Raymond-Heath, Sarah Bergg, Glyn Coy, Eleanor Shergold (clerk)
Advisers: Ben Rhodes, Louise Hamilton
Apologies: Pete Gear

Agenda Item	Actions Agreed	Who
58/18	Governor induction to be updated to reflect responsibilities under GDPR	ES/DW
6/19	Members' meeting to take place after October Board meeting	ES/DW
6/19	Articles - to clarify if legal advice is covered by the school's retainer Further discussion to take place at October Board meeting Co-operative trust information and new DfE articles to be circulated	NRE ES/DW DW
6/19	Audit committee to be discussed further with NRE	SB/GC/PSK
8/19	Link governor roles to be allocated	DW

1/19 Apologies and Welcome

DW welcomed everyone to the meeting. Apologies were agreed and accepted.

2/19 Election of Chair

David Whewell was unanimously re-elected as Chair.

3/19 Election of Vice Chairs

Andrew Hawkins and Sarah Bergg were unanimously re-elected as Co-Vice chairs.

Chairs and Vice Chairs of committees will be decided by each individual committee.

4/19 Admin and Declaration of Business Interests

Governors reviewed their declaration of business interests and were reminded to inform the clerk of any changes to their eligibility to be a school governor. Pen portraits for the website were refreshed and contact details updated.

SB arrived at the meeting.

5/19 Minutes and Matters Arising

40/18 - PP policy will go to CLES in term 2

50/18 - Governor Induction - responsibilities under GDPR to be updated

58/18 - Updated SLT structure circulated - a question was raised about the line management of science being undertaken by a science teacher. PSK outlined the considerable experience of this member of SLT. A question was asked about parental engagement - PSK will be overseeing this area of school life. BRH said that governors will have more of a profile re attendance

The minutes of 9th July were agreed and signed as an accurate record of the meeting.

6/19 Chair's Report

TC - may have to resign due to a change in work schedule. Governors agreed to the chair's proposal of a 6 month sabbatical in the hope that it may be possible to retain his skills and abilities.

PSK - under JOG's current Articles of Association PSK is an ex-officio governor. When the Articles are revised the term 'ex-officio' will be removed in accordance with EFSA guidance.

Appointed Governor - governors were unanimous in their recommendation to members that KE continues as an appointed governor when his current term of office expires.

Action - members meeting to take place after October Board meeting

DW/ES

Governor Code of Conduct - reviewed and approved.

Articles of Association - the current articles were approved when JOG became an academy. The DfE have since produced new guidance. The Articles are going to need to be revised as they no longer comply with DfE good practice. There should be a degree of separation between members and trustees. This will need to be addressed and legal advice sought. DW would also like governors to find out more about co-operative trusts - which give a legal basis for parents, staff and pupils to participate in the governance of the school. This would fit well with governor values.

Action - to clarify if legal advice is covered by the school's retainer. Further discussion to take place at October Board meeting. Co-operative trust information and new DfE articles to be circulated NRE/DW

Audit Committee - the possibility of merging Resources and Audit was explored at the chairs meeting. Governors asked why Audit was originally formed and where the question had come from. Concern expressed about Resources being one of the busiest committees. NRE has highlighted an overlap between the two. There is a need for further clarity re agenda allocation or to streamline the content of Resources agendas so that the committees can merge.

Action - SB and GC to discuss the way forward further with NRE SB/GC/PSK

Chairs meeting - notes from meeting circulated for governor information.

7/19 Head Teacher's Report

A level and GCSE Attainment

Y11

Headline information circulated at the meeting. Basics compared to other local schools. Subject attainment compared to national data. 20 GCSE qualifications were awarded on the new 9-1 scale for the first time this year

- Attainment 8 decreased slightly at JOG when compared to 2017 - although this does not reflect KS2 prior attainment of the cohort, which was slightly lower in 2018 than in 2017
- 4+ in English/maths 54% - a slight decline on last year
- 5+ English/maths 33% - 1% increase on last year
- English performed well
- Science value added increased
- Progress 8 currently based on provisional results - this will be revised when official figures are available
- The importance of attendance is highlighted in this year's Y11 results
- Curriculum - average number of slots filled outlined for governors

Governors asked if attendance information and the link with performance will be shared with parents.

Governors asked questions to clarify information re slots filled.

Governors asked about the staff view of results. Improving trend re DS students noted.

A level

- A pleasing picture, the school has maintained its position
- Value added is likely to be at least in line with national

Curriculum - PSK reported that funding may become a challenge for some courses due to low numbers. 6th form continues to be an important part of the school. P16 partnership with Clarendon will need to be understood in the context of their having recently joined Acorn Trust.

Governors asked about the percentage of students continuing with 6th form.

Y7 Intake - 229 (actual number on role as of 17/09/2018) 222

Exclusions - 6 to date. Reasons outlined for governors. There have been 36 instances addressed this week with students having the wrong uniform, clear expectations have been reinforced. Governors were supportive of this and emphasised the importance of consistency throughout the year.

Knowledge Organisers - every student in every year (KS3 and KS4) will have a pack of all of the information that they need to know per subject. This will be presented in parents information evenings, promoted through Parentmail and is available on the website. Forward thinking schools are using KOs.

Post exam results meetings - governors were reminded to contact SNI with their availability.

8/19 Link Governors

All governors should be involved, with the exception of staff governors. The key priorities being to improve knowledge and demonstrate support of the school. Link governor areas have been refreshed with a focus

on school priorities. Governors were asked for expressions of interest. PSK is keen for staff to get to know governors better as a key contact without it becoming overbearing, a focus on relationship above anything else. Staff will be asked to contact governors to arrange 2-3 visits across the academic year.

Action - link governor roles to be allocated

DW

9/19 AOB

PSK informed governors of the need to synchronise Clarendon/JOG P16 timetables. One of the schools will need to repeat a week on their timetable for this to happen. Continuing development of the relationship in light of recent changes at Clarendon discussed.

The meeting closed at 8 pm. Date of next Board meeting - Monday 22nd October 2018.

Signed: _____ Date: _____