

## Toddington St George C of E School

### Minutes of the Meeting of the Board of Directors Body Meeting

Wednesday 24<sup>th</sup> May 2017

Item		Action																		
1	<p>Present:</p> <table><tbody><tr><td>Jane Spencer (HT)</td><td>Liz Collins (DHT)</td></tr><tr><td>Tony Williams Chair</td><td>Jo Tillin (SBM)</td></tr><tr><td>Luke Mitchell Vice-Chair</td><td>Dee Curtis</td></tr><tr><td>Kirsti Meachem</td><td>Rachel Choosey</td></tr><tr><td>Jackie Stringer</td><td>Louise Taylor</td></tr><tr><td>Naomi Phelan</td><td>Clare Oakley</td></tr><tr><td>Debbie Neiteler</td><td>Chelsea Fuller</td></tr><tr><td>Chrissie Mitchell</td><td>Amie Neal</td></tr><tr><td>Simon Hayes</td><td></td></tr></tbody></table>	Jane Spencer (HT)	Liz Collins (DHT)	Tony Williams Chair	Jo Tillin (SBM)	Luke Mitchell Vice-Chair	Dee Curtis	Kirsti Meachem	Rachel Choosey	Jackie Stringer	Louise Taylor	Naomi Phelan	Clare Oakley	Debbie Neiteler	Chelsea Fuller	Chrissie Mitchell	Amie Neal	Simon Hayes		
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	<p>Apologies: Norman Costin, Victoria Sharp (clerk)</p> <p><b>Register of Pecuniary Interests</b></p> <p>NO interests noted.</p> <p>Opening Prayer was given by JSp TW welcomed the new governors to the meeting. All governors introduced themselves.</p>																			
2.	<p><b>It's Learning – presentation by Tony Davis</b> Unfortunately Tony Davis was unable to attend the meeting at short notice so it was agreed to invite Tony to present at next FGB meeting.</p>	JSp																		
3.	<p><b>Minutes and Matters arising from the FGB on 15<sup>th</sup> March 2017</b></p> <p><u>8. SUBCOMMITTEES-CURRICULUM-SAFEGUARDING</u> CPOMS update – HAST have authorised 1 year of safeguarding for schools in the pyramid including training.</p> <p><u>8. SUBCOMMITTEES-CURRICULUM-SEN</u> There is a child with complex needs discussed at the last meeting and the EHCP has been obtained. The child will be moving to a difference provision in September. Mrs Mallett has worked hard to ensure all the documents required were delivered and a transition will be planned. LM asked if there was anything that could be learnt for future children. JSp explained that in this case the child was undiagnosed at an early age then misdiagnosed so it had been difficult to earn trust from the parents. As a school we have moved a SEN nursery nurse into Early Years to help pick up issues earlier. The head of Early Years also visits Toddington Childcare prior to their entry into nursery. Central Bedfordshire have reviewed SEN (including SIP) and will be rolling out changes in September.</p> <p>The new attendance policy needs to go on the website.</p> <p><b>The Minutes were accepted and approved as a true account of the meeting on 15/03/17.</b></p>	JSp																		
4.	<p><u>Multi Academy Trust</u></p> <p>TW explained HAST and the collaboration between the schools to the new governors.</p>																			

TW described the proposed HAST MAT

- Creating 1 legal entity
- 5% each school to fund centralised operations
- Same policies through schools e.g. moderation, examinations etc
- Aim to improve outcomes for all children in the pyramid

HAST have employed consultants to project manage the process and have held consultation meetings and workshops.

A memorandum of understanding was drafted and reviewed. The feedback was collated and a new document was drafted.

Governing bodies need to think about structures and sign the memorandum if they agree to it.

Signing the memorandum allows the governing body to be part of the group but doesn't commit them to anything.

EC had attended a meeting with other lower schools and there appears to be a few schools who have decided against the HAST MAT option but the majority will sign up to the memorandum so that they are part of the discussion. There was discussion about different structures including one possible option of a group of lower schools.

DN asked why would we think about being part of a MAT as historically we have done well so is there a need to change? Answers included an overview of recent political decisions, groups may have more influence, agreements could be formalised etc.

There is a HAST governor conference on 4<sup>th</sup> July where lower schools may be encouraged to join the proposed MAT.

JSp proposed that the MAT working party got together and discussed a structure to take to the conference – this was opened up to all governors.

A meeting is to be arranged

TW/NP/JSp

## 5 **Chair and Sub-committee reports**

### **Head teachers report**

JSp updated the governors as per the attached Heads Report.

Data and final grades will be presented to the next FGB meeting following the next School Improvement Meeting.

JSp will send the latest format of the results from Central Bedfordshire to CO

JSp

Notes from the Heads Report

- The local authority is now accepting reports from private Educational Psychologists
- HAST asked if we will agree whether or not Fixed Penalty Notices will be issued. Our policy currently states that they will be issued if necessary. It was agreed unanimously for this to remain as our policy.
- Jackie Vickers will report to the final FGB of the year re the e-reading project

### **Behaviour**

EC described the process and how many children had been sent to see her for behaviour issues.

There was a very small proportion who had been more than once.

Of these 3 children who had lots of incidents there were other concerns including one child with educational needs, and one who had safeguarding issues and had been referred for extra help previously.

There are 4 “amber” children from the year to date. One child has left the school and the class teachers are working closely with the other 3 children.

There have been no exclusions and no racist incidents.

### **Finance**

The Budget Forecast Return Outlook return for the EFSA will be sent on time. It will show a break even position prior to depreciation and pension costs including the CIF projects.

Both CIF bids were successful. One is for new fencing and gates around the school and the other is for new windows and internal and external doors.

### **School Staffing**

Congratulations to EC on her appointment as Head at Westfield Nursery in Dunstable. Nicola Johnston has been successful in gaining a role at a school in Luton. Judith Coen is moving to a new job as a Family and Children work at a church in Ampthill.

Tracy Scott is returning to work in July as 0.6 FTE.

A review of the deputy head tasks has taken place and allocated out.

JSp proposed a change to the organisation of school and the appointment of two assistant heads from within the school.

This had been agreed by the F&P committee and they recommended it to the FGB. This was agreed by FGB.

### **6. SIAMS**

The SIAMS inspection is now overdue but we are ready.

RE is now part of the assessment and this is all up to date.

A secondary work scrutiny has been completed. There is some amazing work and it was a positive review.

They are using "Understanding Christianity" which is a 2 year programme.

High levels of understanding were demonstrated in the work.

Moving forward EC recommendations are

- Consistency across the subject
- An RE book as children move through the school
- KS2 response time increased
- Reincarnation and Salvation are units that could be included
- New subjects mapped out for year groups as well as whole school
- EY development of RE within the curriculum – more response time
- Action plan for next year – this will be part of EC's handover
- We can request a health check from the diocese as part of the SLA probably in Autumn 2 half term with a view to the inspection after that which would be useful for a new starter.

### **7. Parish and Community Links**

#### **Parish Links**

JSp updated the FGB. We are currently interregnum but Rev Nigel and Linda Washington will take responsibility for St George's church.

Hopefully they will join the governors and restore the link with the school.

Thanks to Mr Curtis for his help during the interregnum.

#### **Community Links**

DC reported to FGB.

Big Tidy Up had a huge level of support and resulted in a very clean village. Some gardening was also achieved.

Spring Festival with the weekend of St George as the focus of the festival.

TSG contributed with a Yr 3 and Yr 4 talent show.

The school choir has not attended many Ploughmans lunches this year.

There is a painting competition as part of the village fete this year.

#### **AOB**

Due to family circumstances Dee Walker has had to step down from the committee. Thanks and appreciation were given to Dee for help.

JSP led the FGB in a closing Prayer.

**The Meeting closed at 9:30pm**

**The Date Of Next Meeting – Wednesday 5<sup>th</sup> July 2017 at 7.30pm**