

Fearless Education

PUCKLECHURCH CEVC PRIMARY SCHOOL
MINUTES OF GOVERNORS' MEETING 4 FEBRUARY 2010

PRESENT: Jon Bence David Forrester James Gardner
 Rachel Goodchild Debbie Jeffrey Rob Pizii
 David Pool Tim Small Caroline Sheppard
 Phil Wheatley Andy Woods Sheila Smart (Clerk)

VISITOR: Annie Smart (Deputy Head)

1. **WELCOME/APOLOGIES**

The new Chair (Andy Woods) welcomed everyone to the meeting. Apologies were received and accepted from Sharon Corney, Angela Hallett, Rebecca Toms and Stuart Young.

Declaration of Interests – None declared.

Reminder of Confidentiality – The Chair highlighted the importance of confidentiality at all times.

2. **MINUTES FROM PREVIOUS MEETING (circulated previously)**

The minutes from the previous meeting (26 November 2009) were approved and signed as an accurate record by the Chair.

Training was taken as the next item on the agenda.

3. **TRAINING**

Rachel Goodchild, Andy Woods and Caroline Sheppard had all attended the Improving Schools Programme on 2 February. Jon Bence had attended the Finance for School Governors course on 4 November and 21 January. The Clerk had attended the Chairs and Clerks Network meeting on 28 January.

4. **HEADTEACHER'S REPORT – Q&A (circulated previously)**

Please refer to Confidential minutes.

Church Inspection - A further meeting would be arranged by Gemma Cummings from the Diocese to discuss the next steps.

5. **CURRICULUM AND MONITORING (circulated previously)**

Rachel Goodchild reported on the work carried out the Curriculum Monitoring committee on their evaluation of Curriculum Remodelling. The following points arose from the discussion on the report:

- Next year it was agreed to extend the interviews to include Support Staff.
- There was a clear need to focus on pupil's vocabulary.

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- A requirement to look at how teaching is being delivered against what is being received and to respond to the outcomes and what next steps to take.
- The survey was a snapshot and a good initiative to start, and the value of it would be seen next year.
- It was agreed to look at how a broader spectrum of opinion could be obtained.
- The survey had been done well, both transparently and objectively
- Possibility of involving the School Council.
- Discussed in Circle Time to ensure the pupils understand what is being asked.
- Staff would be looking at the results from the survey.

6. **FINANCE AND STAFFING COMMITTEE (minutes previously circulated)**

Budget – Phil Wheatley reported that the projected budget figures would be discussed at the next committee meeting.

ICT – The infrastructure renewal and wireless capabilities had been completed for KS1 with the work on KS2 due to start at Easter. Further discussion on funding issues in relation to this work would be dealt with outside the meeting.

A replacement for Phil Wheatley was required in the next 18 months as he would become ineligible due to having a child at the school.

Action: Finance and Staffing Committee

7. **PREMISES COMMITTEE (minutes previously circulated)**

James Gardner gave a report on the new build to the school which would be achieved in 4 phases. The work is scheduled to take eighteen months from July 2010 and would involve all aspects of the school.

Please refer to Confidential minutes

8. **A SUMMARY OF THE RAP REVIEW PRESENT TO THE LA 16/12/09 (previously circulated)**

The Head reported that the review had been positively received by staff. A sea change had been observed in Literacy although the impact was not yet evident in the data, although it was anticipated that the impact in making expected progress would be seen this year. The way in which assessment had been changed had resulted in a dip in results for all schools. Numeracy was at an acceptable rate but there were still issues with writing which were being addressed.

The LA had been impressed with the detail of the review and that the right way was being approached. Understanding the data was helpful in interpreting the picture. Internal moderation was taking place and it was now easier when making judgements.

9. **CORE CURRICULUM TEAMS**

Annie Smart gave a report back on the use of targets (attached).

Integrity  **Respect**  **Trust**  **Creativity**  **Compassion**

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David Pool reported on the progress made with 'Every Child a Writer) ECAW. The ten 1 to 1 sessions per identified pupil, were coming to an end and had made a difference to all the pupils involved. They were now more confident writers and it linked well with the work being done in the classroom. A quality assurance review of this work has been undertaken by the Head and a further group in year 5 will be starting 1 to1 sessions in Writing in Term 4.

10. PLANNING FOR GOVERNOR DAY (draft programme circulated previously)

Ideas on how the day should run were fully discussed in order to get the most out of the day.

It was agreed on the following:

0900 – 1130 Teaching and Learning (emphasis on getting into the classrooms)

Lunch

12:30 - 1330 Partial Rebuild of the School

1330 – 1500 FGB Meeting

1500 – 1600 Vision and Values combined session with governors and staff.

It was agreed that it would be beneficial to get Governor Support in to do a session at the start of one of the FGB meetings on 'Roles and Responsibilities' plus 'Safeguarding' to ensure we are up to speed. The Head to contact Governor Support to arrange.

Action: Headteacher

11. TRAINING ctd

All governors reminded to e-mail Phil with training requirements.

12. PSA

Andy Woods attended the last PSA meeting and reported that all the tickets for the Curry and Quiz night had been sold out. Forthcoming events included a Disco on 13 March on the theme of 'movie mayhem'.

13. AOB

Next Curriculum and Monitoring Committee Meeting would be held on **3 March at 16:15** and not 4 March.

The date of the next meeting would be the Governor Day on 18 March 2010.

The meeting closed at 21:07.

