

BRINE LEAS SCHOOL
An Academy

Governors' Meeting

Held on Wednesday 14th October 2015 at 6.45 pm

MINUTES – PART 1

Present: Ms K Batten, Mrs A Beecher, Mr A Cliffe, Mr T Court, Mr T Coxhill, Mrs J Furber (Chair), Dr K Jones, Mr T Marsden, Mr A Moran, Mr H Robb and Mrs S Turner

In Attendance: Mrs K Bradshaw, Mr S Donald (Item 1) and Mrs E Fletcher (Clerk)

1. **RESULTS 2015**

Governors welcomed Mr Donald, Assistant Headteacher, to the meeting to give a presentation on the 2015 results.

- Governors were informed that there has been an increase in re-marks this year compared to previous years and we are still waiting for around 25 results.
- Attainment 8 and Progress 8 results were highlighted and governors informed that the progress 8 figure is almost significantly positive at 0.6, despite how it appears in the ARR report.
- Governors queried the A*-C result which is lower than the previous years. It was highlighted that this year is not a direct comparison to the previous years due to the changes in which qualifications are included. It was explained that that BLS has consistently been approximately 11% higher than the national average and this year's result is therefore pleasing.
- Mr Donald confirmed to governors that results show no issues with gender. Governors queried whether there is a link with gender and teaching ability. It was highlighted that there is no information with regard to this, however, BLS results indicate that this is not a factor and that the role model in a subject depends upon the teacher themselves rather than their gender.
- Governors were informed that the achievement gap does need to be addressed and work is being done on this. Governors queried if the school's results reflects the national figures. It was highlighted that the gap has widened this year and therefore needs to be an area for significant intervention.
- Governors were informed that the Literature/Language results were very positive this year, however, this is the last year that this combined course will be available.

- Biology was highlighted as an area with a negative residual after re-marks and governors were informed that there is work to be done in this area. The link governor for Science highlighted that there has been significant staffing turnover in this area and queried whether this has contributed to the results. It was highlighted that this may have had an effect, however, the department themselves feel their results are lower than expected. It was also highlighted that the Head of Area did work extremely hard to pull the situation back.
- Modern Languages results are also lower than some other areas, however, it was highlighted that this is an area which is not assessed at KS2 but are still assessed against KS2 results nevertheless.
- Governors were informed that numbers for Humanities subjects have increased since they have been included in the EBac although History had lower numbers than the previous year. Mr Donald shared that this area's residuals are slightly negative but are strong compared to national averages. It was highlighted that RE results are from students taking this as an additional subject.
- BITE results were highlighted and governors informed that there had been a lot of staff cover due to a long term absence. Governors' attention was drawn to the Computer Science results and it was highlighted that this course was taken up by students who may not have been able to fully access the curriculum. Governors were informed that the advice and guidance it provides to students has been tailored to ensure that only appropriate students follow this course in future.
- Governors were informed that although there are varying numbers in Technology subjects, the results are very good. Numbers are dwindling and there has been issues getting the right students onto the Product Design course, although this is being addressed. Attention was drawn to Photography which has been a problem in the past but has achieved a positive residual this year.
- Creative Arts results were highlighted and governors were informed that nearly all residuals are positive. Compared to national averages this area is doing very well.
- Outstanding performers in Year 13 were highlighted to governors.
- Early entries were highlighted and governors informed that these numbers will reduce over time with the exam reforms.
- AS results were highlighted and Mr Donald informed governors that work is still being done to ensure that students are recruited onto the right courses and are studying in the manner expected.

2. **APOLOGIES**

Apologies were received from Mr N Davies, Mrs P Lockett and Cllr A Martin. Governors were asked to consider these carefully and decide whether to accept them.

	<p>Attention was drawn to the absence of Mr N Davies who has not attended 4 out of the 5 meetings since his appointment, the last of which was without apologies. Governors were reminded of Article 71 of the Articles of Association which relates to absences from meetings and were asked to consider whether they would accept apologies on this occasion. It was proposed that his apologies should not be accepted on this occasion and he should therefore be removed from his position as governor. This proposal was seconded and all governors were in agreement.</p> <p>Apologies from Cllr Martin and Mrs Lockett were also carefully considered. After taking into account the much lower levels of previous absence, plus their additional involvement through link governor roles. All governors were in agreement that these apologies should be accepted.</p> <p>Outcome: Apologies from Mr N Davies were not accepted and it was therefore agreed to terminate his term of office in accordance with Article 71 of the Articles of Association.</p> <p>Outcome: Governors accepted apologies from Cllr A Martin and Mrs P Lockett.</p>
3.	<p><u>DECLARATIONS OF INTEREST</u></p> <p>One declaration of interest was made from Mr T Marsden in relation to item 9 of the agenda on the grounds that he is also a governor at a local primary school. It was agreed that Mr Marsden would remain present in the meeting for this agenda item but would not contribute to any decision making.</p>
4.	<p><u>APPOINTMENT OF CHAIR</u></p> <p>Two nominations were received prior to the meeting, both in respect of Mrs J Furber. Other nominations were invited at the meeting but none were made. Mrs Furber agreed to the nomination which was seconded and all governors were in agreement with the appointment for a one year period.</p> <p>Outcome: Mrs J Furber was appointed as Chair for a one year period</p>
5.	<p><u>MINUTES OF THE PREVIOUS MEETING</u></p> <p>A copy of the minutes from the Part 1 meeting on Wednesday 8th July 2015 was provided to governors in advance of the meeting and it was proposed that these are accepted as a true and accurate record.</p> <p>Outcome: The minutes from the Part 1 meeting on 8th July 2015 were accepted as a true and accurate record.</p>

6.	<p><u>MATTERS ARISING</u></p> <p>There were no matters arising that were not already included in the main agenda.</p>
7.	<p><u>SITE AND FINANCE COMMITTEE REPORT</u></p> <p>The committee confirmed that they had read all supporting documentation which was provided to the full governing body prior to the meeting. The following items were discussed in more detail and/or require governor approval:-</p> <ul style="list-style-type: none"> • Governors were informed that the Terms of Reference for the committee were approved. <p><u>Site & Finance</u></p> <ul style="list-style-type: none"> • The committee informed governors that the school is looking at a land deal at the back of the school field. Progress on this will be reported in due course. • Governors were notified that a decision has been made not to make another capital bid at this time as it is not viable due to the upfront cost to the school. • The committee confirmed that they had discussed school reserves which are currently with Lloyds Bank. The committee agreed that some funds would be kept with another financial institute. • The Medical Needs Policy was approved by the committee. All governors accepted this decision. Outcome: Governors approved the updated Medical Needs Policy • The updated Confidential Reporting Policy was approved by the committee. All governors accepted this decision. Outcome: Governors approved the updated Confidential Reporting Policy • The new Reserves and Investments Policy was approved by the committee. All governors accepted this decision. Outcome: Governors approved the new Reserves and Investments Policy • Governors were informed that Mrs Bradshaw will be publishing an update on the carry forward position. • PP was discussed. • The asset disposal report was accepted by the committee. <p><u>Training & Performance Management</u></p> <ul style="list-style-type: none"> • The committee confirmed that it had discussed the updated Continuous Professional Development Policy and approved this subject to a reference to governor training under the Prevent Agenda. All governors accepted this decision. Outcome: Governors approved the updated CPD Policy • The updated Performance Management Policy was approved by the committee. All governors accepted this decision. Outcome: Governors approved the updated Performance Management Policy

	<p><u>Staffing</u></p> <ul style="list-style-type: none"> • New staff were highlighted and governors informed that there is no pattern to the resignations or cause for concern. • The committee informed governors that the teaching staff pay award will be discussed by the pay committee at their next meeting. • The committee informed governors that the updated Pay Policy had been discussed in detail and put this forward for full governor approval. Outcome: Governors approved the updated Pay Policy. • The committee confirmed they had approved the updated Pensions Discretions Policy. All governors were in agreement with this. Outcome: Governors approved the updated Pensions Discretions Policy • The committee confirmed they had approved the updated Redundancy Policy. All governors were in agreement with this. Outcome: Governors approved the updated Redundancy Policy
7.	<p><u>STUDENTS COMMITTEE REPORT</u></p> <p>The committee confirmed that they had read all supporting documentation which was provided to the full governing body prior to the meeting. The following items were discussed in more detail and/or require governor approval:-</p> <ul style="list-style-type: none"> • Governors were informed that the Terms of Reference for the committee were approved. • Link governor reports were discussed and accepted by the committee. <p><u>ARR</u></p> <ul style="list-style-type: none"> • Examination reviews were discussed at length as were the changes to ARR and the achievement gap. <p><u>Student Services</u></p> <ul style="list-style-type: none"> • The committee shared that it accepted the attendance and exclusions report, however, asked for a breakdown of absences in the authorised and unauthorised categories. Outcome: Governors to receive a breakdown of authorised and unauthorised absences. • The committee confirmed that it had looked at the updated Safeguarding Policy and, subject to the removal of the name of the safeguarding link governor, put this forward for full governor approval. Outcome: Governors approved the updated Safeguarding Policy subject to the above amendment. • The committee confirmed that it discussed the safeguarding section of the report in detail. • The committee considered the updated Positive Schooling Policy and subject to a few minor amendments, approved this policy. All governors were in agreement with this. Outcome: Governors approved the updated Positive Schooling Policy

	<p><u>Post-16</u></p> <ul style="list-style-type: none"> The committee confirmed that they had considered the updated BL6 Admissions Policy and put this forward for full governor approval. Outcome: Governors approved the updated BL6 Admissions Policy
8.	<p><u>HEADTEACHER’S REPORT</u></p> <p>Governors were provided with a copy of the report and all supporting documentation prior to the meeting. The following items were discussed in more detail and/or require governor approval:-</p> <ul style="list-style-type: none"> The benchmarking information was discussed and funding was looked at in detail at the meeting although governors could not access the benchmarking website contained in the report. Governors queried the self-generated income and whether this could be improved. Governors questioned whether a person could be employed specifically in a fundraising capacity. Mr Cliffe shared that this is possible however, getting the right person may be difficult; some schools the Business Manager fulfils this role but they would have a larger finance team behind them in order to support this. Governors agreed that additional fundraising should be pursued but highlighted that a ‘wish list’ or reason for fundraise should be generated and asked Mr Cliffe to look into preparing this. Governors queried whether there was inequality of funding across the area as well as nationally. Mr Cliffe shared that there is but this is linked to a school being located in a deprived area and therefore funding is justifiably different. Outcome: Mr Cliffe to look into fundraising options and report back to governors Outcome: Governors to be provided with log in details to access the benchmarking data referred to in the Headteacher’s Report Outcome: Mr Cliffe to prepare a list of fundraising reasons Governors were in agreement that the achievement gap requires significant attention. Mr Cliffe shared that despite a number of different intervention methods and significant funding, the gap is consistently wide. A detailed discussion took place covering the following points:- <ul style="list-style-type: none"> Governors queried how wide the gap was compared to the national average and questioned whether parents need to be targeted. Governors also questioned the interventions; has there been a large amount of smaller cost initiatives or fewer high cost interventions. Mr Cliffe confirmed that the interventions were the same as the previous cohort when a positive impact was achieved. Mr Cliffe pointed out that one of the costly interventions, work placements, have helped prevent permanent exclusions which is extremely positive. Challenger troop has been discussed in the past and whilst this has had an impact behaviour-wise it did not have an impact on progress. Mr Cliffe shared that the school’s Pupil Premium ‘champion’ was seen as good practice across Cheshire East. It was also highlighted that there has been success with one student in particular outside of school in voluntary capacities so this is a significant achievement. Governors felt that the school should be recording this and celebrate this success despite it not being accounted for in the school’s results.

- Governors were informed that at the last report, there is a gap expected for the current Year 11 but that it will then improve. Mr Cliffe shared that the school needs to look at estimated grades or the working at levels very carefully to check on the reliability of this data, and consideration also needs to be given to intervention in Year 7 and 8. A governor queried whether the funding can be refused for these students, if the gap doesn't close, however, it was confirmed that this is not an option.
- Governors felt that, from an Ofsted point of view, the school has taken this year's results and has plans to try and solve the problem. Therefore it is important to storyboard the cases and report what the school has done and what it plans to do to address the gap
- Governors queried if this area is discussed within the Chimney House Alliance and suggested that the school could have a conversation with the school that has the smallest gap to see what they do.
- Mr Cliffe informed governors that there is a new PP line manager who has lots of fresh ideas.
- Agreed to have this as a standard agenda item.

Outcome: The achievement gap to be a standard item on the FGB agenda in future

- The updated Data Protection Policy was discussed in detail and after consideration it was agreed that a number of changes were required before approval could be given.

Outcome: The Data Protection Policy to be reworked and presented again at the December meeting.

9. **MAT UPDATE**

Mr Cliffe confirmed that he has spoken to the EFA who are currently looking through the application for MAT status. The EFA have been informed them that four primary schools have shown an interest but Mr Cliffe has notified the EFA that he wishes to continue on a standalone basis. It was highlighted that the reason behind this is some of the interested schools are currently academies and there would be no wish for them to dissolve their academies if the application is unsuccessful. It was confirmed that a January conversion date is still possible at this stage.

Mrs Furber expressed her view that she hopes all current members will have a role in the MAT structure and highlighted that the LGB is just as important in the structure as the Trustees/Members. This will be work in progress and will take time, but it is important that each group is strong.

A governor highlighted that the Trustees and Members groups are predominantly male and queried the scope for addressing this. It was confirmed that there are two Trustees vacancies which will be filled after schools have joined the MAT.

Governors queried whether the plan was to still have the Headteacher/Chair of Governor advisory board. Mrs Furber confirmed that this is the planned structure and highlighted that some MATs are already operating with this in their model.

10.	<p><u>GOVERNOR TRAINING</u></p> <p>A training log will be sent to governors for them to complete their training so that an up to date record is stored.</p> <p>Since the last meeting the Mrs Furber has undertaken two of the Educare training modules and has also attended some Prevent Agenda related training.</p> <p>Governors were informed that the school is still registered with Educare but governors will require a log in should they wish to undertake any training. If they require a login, governors should contact Mrs Fletcher (Clerk).</p>															
11.	<p><u>LINK GOVERNOR ROLES</u></p> <p>Updates to Link Governor roles agreed as follows:-</p> <table style="width: 100%; border: none;"> <tr> <td style="padding: 2px 10px 2px 0;">Safeguarding</td> <td style="padding: 2px 10px 2px 0;">–</td> <td style="padding: 2px 0 2px 0;">Dr K Jones</td> </tr> <tr> <td style="padding: 2px 10px 2px 0;">Careers</td> <td style="padding: 2px 10px 2px 0;">–</td> <td style="padding: 2px 0 2px 0;">Mr H Robb</td> </tr> <tr> <td style="padding: 2px 10px 2px 0;">English</td> <td style="padding: 2px 10px 2px 0;">–</td> <td style="padding: 2px 0 2px 0;">Mr T Marsden</td> </tr> <tr> <td style="padding: 2px 10px 2px 0;">Humanities</td> <td style="padding: 2px 10px 2px 0;">–</td> <td style="padding: 2px 0 2px 0;">This will be reviewed. If any governor is interested in taking on this Link role, please contact the Clerk</td> </tr> <tr> <td style="padding: 2px 10px 2px 0;">Pay Committee/ Pay Appeal Committee</td> <td style="padding: 2px 10px 2px 0;">–</td> <td style="padding: 2px 0 2px 0;">Mr T Court will swap with Cllr A Martin</td> </tr> </table>	Safeguarding	–	Dr K Jones	Careers	–	Mr H Robb	English	–	Mr T Marsden	Humanities	–	This will be reviewed. If any governor is interested in taking on this Link role, please contact the Clerk	Pay Committee/ Pay Appeal Committee	–	Mr T Court will swap with Cllr A Martin
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11.	<p><u>MEMBERSHIP</u></p> <p>Governors were informed that since the last meeting, Mrs D Rowlands has resigned from the Governing Body. Thanks were expressed to her for her work over the past 10 years.</p> <p>Mrs Furber shared that there is no plan to fill vacant governor positions until the outcome of the MAT status application is known.</p> <p>The skills audits have been reviewed. Governors were informed that the weakest area shown on the audit was in relation to premises and facilities management, and Mrs Furber will start to have a look at addressing any training needs.</p>															
12.	<p><u>DATE OF FUTURE MEETINGS</u></p> <ul style="list-style-type: none"> • Wednesday 9th December 2015 (Committees at 5.30 pm followed by FGB at 6.45 pm) • Wednesday 24th February 2016 (Committees at 5.30 pm followed by FGB at 6.45 pm) • Wednesday 18th May 2016 (Committees at 5.30 pm followed by FGB at 6.45 pm) • w/c 13th June 2016 (Finance Committee Only) ~ date to be agreed • Wednesday 13th July 2016 (Committees at 5.30 pm followed by FGB at 6.45 pm) 															

End of Meeting (Part 1)