

KINGSKERSWELL PRIMARY SCHOOL
MINUTES OF FULL GOVERNING BOARD MEETING ON 27th FEBRUARY 2018

Name		Attended	Apologies received	Apologies sanctioned
Sue Bailey	SB	Yes		
Jenny Benney	JB	Yes		
Liz Clements	LC	Yes		
Cath Collett	CC	Yes		
Zoey Empson	ZE	No	Yes	Yes
Claire Grove	CG	Yes		
John Leonard	JL	No	No	
Rachel Miller	RM	Yes		
Paul Palmer	PP	Yes		
Jo Perrott	JP	No	Yes	Yes
Alec Stokes	AS	Yes		
Amy Vine	AV	Yes		
Segil Zulhayir	SZ	Yes		
In Attendance				
Louise Ward	LW	Yes		

	AGENDA ITEMS	decision/ action	action by	when
1	Welcome and Apologies			
	SZ welcomed all to the meeting. Apologies were sanctioned by RM & AV			
2	Minutes of Last Meeting			
	The minutes from the last two meetings were agreed and signed with a typing amendment to the January minutes. LW to amend	A	LW	Done
3	Matters Arising			
	AV & CG interviewed and appointed a Play Leader for Wraparound. CG explained the benchmarking data still hasn't dropped but as soon as it does the benchmarking exercise will be done and will go on the relevant agenda then. CG informed all that the Pay & Performance policy was still being worked on by her & SZ and will be available for all once finished.		SZ & CG	asap
4	Declarations of Interest for agenda items			

**KINGSKERSWELL PRIMARY SCHOOL
MINUTES OF FULL GOVERNING BOARD MEETING ON 27th FEBRUARY 2018**

	There were none made.			
5	Headteacher Report			
	<p>RM – There has been a positive joint school Governors meeting at Newton Abbot College. This is the first big joint meeting and it went well.</p> <p>RM heard from Richard Power today to say that more work now needs to be done by the whole MAT to meet the requirements of the Diocese. The schools own submission to the Diocese was strong but another piece of work now needs to be completed.</p> <p>Bradley Barton have now withdrawn from the MAT for school reasons.</p> <p>GDPR – There will be an item on the next agenda to go through the requirements of GDPR. All Governors now have school email addresses as they are no longer allowed to use personal ones. A OneDrive folder will be set up to replace drop box. LW to email out to all once its set up and documents are uploaded. AV is doing a twilight session about GDPR that Governors are invited to attend on 16th May between 5 and 6pm.</p>			
6	Key School Improvement Priorities			
	KS not in attendance so moved to the next meeting.			
7	Governor’s Action Plan – monitor and evaluate progress			
	<p>SZ has simplified the old Action Plan so it is easier to monitor and use. JB asked as part of the community responsibilities if the Church should be added. All agreed and SG will add. Website needs to be updated for Governors. SZ to liaise with LW to get this done.</p> <p>Governors now have a slot in the newsletter for governor updates. SG asked all to put some ideas down for things that could go into it and to get involved.</p> <p>Succession planning needs to be looked at. This may be best after the MAT has been finalised. CG asked if a Governors review would be helpful as the last one was in 2015. All decided to wait until after the MAT for that as well.</p>	<p>A</p> <p>A</p>	<p>LW & SZ AI</p>	<p>ASAP</p>
8	School Mini Bus Project			

KINGSKERSWELL PRIMARY SCHOOL

MINUTES OF FULL GOVERNING BOARD MEETING ON 27th FEBRUARY 2018

	All decided to wait for ZE return so it has been moved to the next agenda.			
9	Governor Training			
	LC completed safeguarding Training CC & PP completed New Governor Training ZE needs to be booked on to New Governor Training CC has expressed interest in some course in safeguarding and primary curriculum courses. We will look into them after the work for the MAT has been concluded as this takes lots of CC time presently. LW, SZ and RM to do Heads, Clerks and Chair training ZE & CG to look into Vice Chair training	A	LW/ all	asap
10	MAT Update			
	CC – Financial awareness meeting has taken place and MAT meetings have been ongoing. There is a meeting due with Richard Power about the SOGG. Meetings have all been positive and we are going with the ‘All IN’ model. PC, the Head at NA college discussed the idea of changing NA colleges SAT into a MAT and us all joining that as there would be less bureaucracy involved that way. To be discussed further. The next meeting is on the 15 th March. Michelmores have been to the meetings to go through legalities. Thanks to CC for taking this role on.	A	CG	To be completed once the data drops.
11	Budget & Wrap Around Care			
	AV - Budget has just been released. Lots of work to do on it. AV working on a new report so it will look different than previously. Wraparound care still going well. See item 3 for staffing changes.			
12	Policy Review			
	Maths – LC went through the policy as part of her Governor Lead responsibilities. Policy very comprehensive and well thought through. Abacus Scheme has a small typo that LC will liaise with CP about. All agreed. Safeguarding Policy – All signed off and agreed	D		
13	Governor Visit reports			
	LC and CC came to the Art day and the DT day. LW to send out the Governor report template to all on their new email addresses. Not all visits fit the report template and will only be used for subject visits and not for visits to school events or meetings for MAT discussions. JB went into visit LT’s class for a lesson looking at other faiths. JB really enjoyed the lesson. The key words she took from it were tolerance and respect. CG has been in for a finance review visit with AV. RM reported an incident at school which involved some aggressive behavior			

**KINGSKERSWELL PRIMARY SCHOOL
MINUTES OF FULL GOVERNING BOARD MEETING ON 27th FEBRUARY 2018**

	from some parents. Steps have been taken to stop any further incidents with Governor approval.			
14	Chairs Other Business			
	A discussion was had around the retirement of JL. Local residents have been very upset about the prospect of JL retiring. As JL is retiring and the two foundation Governors terms are coming to an end a discussion needs to be had with the Diocese about what we do next. LW to contact them. CG – A new skills audit has been released. CG to look at it and bring new sets of questions for Governors to complete. All to email clerk when they have access to their new email addresses Meeting closed at 6.30PM	A A A	LW CG ALL	ASAP Next meeting ASAP

THESE MINUTES ARE AGREED BY THOSE PRESENT AS BEING A TRUE RECORD.

SIGNED: DATE:

Next Meeting: TUESDAY 27th MARCH AT 5.30 pm