

Mullion County Primary School
Local Governing Body meeting
Monday 6th November 2017 from 6.00pm
at Mullion School

1. <u>ATTENDING</u> : Kate Wilson, Duncan Ratcliffe, Alexi Read, Mel Mitchell In Attendance: Sarah Bayes Not attending: Brent Martin		
2. <u>APOLOGIES</u> : Apologies were received and accepted from Brent Martin		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	There were no new pecuniary interests. The Chair welcomed and introduced Mel Mitchell, the new Alumni Governor.	
4.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>	
	The Chair signed the notes from the previous meeting as a true and accurate record.	
5.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS</u>	
	<p>The Head explained to the new governor how the LGB works, in that the LGB no longer is responsible for finance and HR, and most policies. Much of the past responsibilities have been centralised in the MAT. The role is about the LGB knowing and understanding the school, to set a strategy for the school going forward consulting all stakeholders, and to set the ethos of the school. The notion of confidentiality is important.</p> <p>Going into a MAT means we will not have an OFSTED inspection for several months which gives the school time to adjust. The current challenges are money, falling roll and setting up the SMT. Schools are funded by number of pupils. Staff are expensive but are very experienced. 80% of budget should be spent on staff but more than that is spent at Mullion. Since June when the Head took up his post there has been change in the SLT which has had an impact on staffing. At present the SLT consists of just head and deputy but will eventually bring in senior staff.</p> <p>Action: Clerk to investigate training for new governors</p>	Clerk

6.	<u>HEADTEACHER'S REPORT</u>	
6.1	<p>Appraisal</p> <p>The Head went through the new staff appraisal process. This shows how each staff member's work is linked and relates to the School Development Plan. It would be useful for governors to do some pupil conferencing with set questions. The Head's recommendations for pay review go to the CEO and Hub councillors who check that there is enough evidence in the review. Governors are no longer involved in this process.</p>	
6.2	<p>School Development Plan</p> <p>The SDP is a live document and is still being worked on. The expectation is that UPS teachers will in the future take responsibility for a strand. The Chair thanked the Head for producing such a comprehensive plan.</p>	
6.3	<p>Self Evaluation Form</p> <p>This has started to be populated. There will be regular SLT meetings to review the evidence and update. The Head explained some acronyms - KPI is Key Performance Indicators; IDACI explains the make up of the school. There was discussion on staff teaching the same year group for more than one year. The Head is keen for staff to stay with the same year. He had had discussion recently with the staff on redeployment as the school is currently overstaffed. Some staff had said they would reconsider redeployment, but since then a resignation has been tendered, which could mean some movement and restructuring at Christmas. This is still under discussion. The restructuring will be long term. <u>How will you communicate this to governors?</u> The Head would keep governors informed. If the redeployment happened the vacancy would be advertised; if not, there would be restructuring.</p> <p>Number on roll is decreasing. This is for a variety of reasons, but mostly there are not children coming through in the village.</p> <p>There was discussion on whether communication with parents was a strength or a weakness.</p> <p>Key issues – new SLT, LGB, boys performance and KS2 rates of progress.</p> <p>Data – there will be further training for TAs in phonics. End of KS1 writing needs to be looked at, with more rigour in key aspects. Maths mastery needs looking at and more information on how pupils are performing throughout the year needed. Rates of progress for KS2 were not as The Head explained that progress scores are +/- in comparison with similar schools. More than 5% is considered significant. <u>Will it be possible to benchmark against other MAT schools?</u> This would be difficult as other schools are not similar.</p> <p>SEF is not complete. As it is completed throughout the year will become the SDP. Staff are committed and ready to take these on board.</p> <p>Governors were very happy with these documents and how they were linked together.</p>	
7.	<u>Other Matters for Discussion</u>	
	There was discussion on getting the local community involved, and not just	

	through governance. However, recruiting a strong community governor was discussed. The school needs to get back to the centre of the community. Need to get parents/village in to school. There were two empty rooms at school which could be utilised.	
14.	<u>DATES OF FUTURE MEETINGS</u>	
	This was to be confirmed.	

The meeting closed at 7.40pm

Chair's Signature  Date _____

Please note:

Challenges

Challenges are to be in bold and underlined, in question and answer format.

Actions

Actions are to be noted in the main column [in bold but not underlined] and the initials of the person to whom the action has been attributed are to be noted in the right hand column.