

MILTON ABBOT SCHOOL

Minutes of the Full Governing Board Meeting, Tuesday, 27th April 2021 -
Via Zoom, 5pm

The meeting began at 5pm																		
	<u>AGENDA ITEM</u>	<u>RECORDED NOTES</u>			<u>ACTION</u>	<u>COMMENT</u>												
Procedural																		
1	Welcome & Apologies for Absence	BC welcomed all to the meeting. Present: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr style="background-color: #4F81BD; color: white;"> <th style="width: 33%;">LA Governor</th> <th style="width: 33%;">Co-opted Governor</th> <th style="width: 33%;">Staff</th> </tr> <tr> <td>Brian Cook - Chair</td> <td>Jane Byrne Brian Martin – Vice Chair</td> <td>Chris Luxford -Head Teacher Emma Pawlik</td> </tr> <tr style="background-color: #4F81BD; color: white;"> <th>Parent Governor</th> <td></td> <th>Clerk</th> </tr> <tr> <td>Miles Smith Marcia Vanstone</td> <td></td> <td>Karen Yorke-Dunne</td> </tr> </table> EH and RM were not present and had not sent apologies – Governors discussed the need to be flexible during these times, they agreed to make contact with them and discuss their role as Governors.			LA Governor	Co-opted Governor	Staff	Brian Cook - Chair	Jane Byrne Brian Martin – Vice Chair	Chris Luxford -Head Teacher Emma Pawlik	Parent Governor		Clerk	Miles Smith Marcia Vanstone		Karen Yorke-Dunne	Clerk to call governors to encourage their participation.	
LA Governor	Co-opted Governor	Staff																
Brian Cook - Chair	Jane Byrne Brian Martin – Vice Chair	Chris Luxford -Head Teacher Emma Pawlik																
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Miles Smith Marcia Vanstone		Karen Yorke-Dunne																
2	Pecuniary Interest Declaration	Jane Byrne is now a full governor at Whitchurch School																
3	Approval of Minutes of Last FGBM Held on 26 th January 2021 Matters Arising including progress made on the actions raised and update on any items not covered elsewhere on the	Governors approved the minutes of the meeting on the 26 th January 2021 as a true reflection. CL to continue looking for support for SENDco role. Resources committee to ensure funding is allocated – If governors agree to a 4 class structure with non-teaching Head Teacher then time will be more readily available for the SENDco role. JB to pass report for provision of remote education review to clerk to circulate - complete. Clerk to send out SDP plan again - complete																

	agenda	SEF to take place Spring 2 – due to various inspections/visits the SEF has not been updated. JB stated that the HT report alongside the development plan is an ongoing form of SEF Clerk to send out training availability – complete. CL to add a paragraph in the newsletter regarding exploring options for the strategic future of the school – still to do.		
Monitoring and Accountability				
4	Headteacher's Report	HT report circulated. Are there any areas you wish to highlight to us? We have 13 children with SEND, they are making small steps with their targets. Both Babcock and Ofsted (CL has read through the report for errors and has returned it – it will soon be available for governors) have reviewed SEND provision in the school. A governor noted that they commented on the impressive attendance figures. Can we compare the progress of children who were on track in 2019 (pre-COVID) with children in other schools? We don't really have any close partners to work with although we have been moderating with FFT schools. QofL committee have scrutinised the data overview and feel that the progress the children are making is really positive. Areas that require accelerated progress, such as Year 1 writing, have been addressed. Governors discussed the remarks from Ofsted about all of the governors having a more in-depth understanding of the curriculum provided by the school. It was agreed that every committee has their speciality and it would not make sense to duplicate the work carried out by each committee. All governors are capable of asking common sense questions but the committees challenge in more detail, these are minuted for all to read.		
5	Ofsted Inspection	Ofsted are focusing on Double RI schools during the lock down period. They are required to confirm that RI schools are providing a quality education including remote learning. CL and the staff team were able to provide evidence of quality education during lock down and remote learning. The Chair of Governors felt the email outlining the Ofsted visit seemed to lack judgement but it did reflect the good work undertaken by the staff which is evident in their teamwork. CL challenged the wording feeling that "wider curriculum" was too broad.		

		<p>Governors discussed the fact that CL had put forward the need to improve IT and music. They felt that there has been an improvement in areas of IT for use of communication with surveys for parents and pupil's opinions on hot dinners. A governor reminded governors that there are podcasts recorded by the children speaking about their focus learning where they speak so eloquently. CL will carry out a deep dive in music.</p> <p>Do you feel there are any actions we can take from the virtual visit? The inspector implied that the school was on track for good and she indicated things that we could adapt to improve. Does the feedback from County/Babcock review support this? They also believe we are on the right track for a good judgement. More importantly we, as a team, believe we are on the right pathway for our children. Our current staff team provide consistency in learning which is an entitlement for all children.</p> <p>What should we expect next from Ofsted? It was felt that they would visit again in the Autumn term, it was not clear whether it would be a monitoring visit or full inspection. Hopefully it will mean that we obtain "Good".</p>	CL to send deep dive reports to QofL committee.	
6	<p>School Development Plan (Ensure all further references are to the School Development Plan)</p>	<p>QofL committee ran through the SDP and felt that the core objectives should carry on throughout the year. Leaders of the relevant subjects have highlighted their own actions and have reviewed them when appropriate. CL will carry out a deep dive in Art next with EP. JB has offered to work with EP to obtain the "Artsmark"- she is an Artsmark examiner. It will provide evidence of external assessment in music, drama and other forms of cultural education.</p> <p>Learning support assistant appraisals will take place in the Autumn term.</p> <p>How much can you (HT) delegate? GW & EP are able to support when guided.</p> <p>Will the school's culture and expectations be outlined for the new members of staff? Yes, MJ has been putting lots of things in place with the induction package and we anticipate that the whole FU team will promote the school vision.</p>		<p>http://www.artsmark.org.uk/</p>
7	<p>Committee Minutes – Governor Questions</p>	<p>Resources –BC brought to governors' attention that the budget is positive for the coming year as there is a large surplus, this has been helped by a reduction in overheads during Covid restrictions. This allows the school to be financially sustainable for the next couple of years if we chose to continue as a</p>		

		<p>maintained standalone school; our decisions are not constrained by finances. The budget that resources committee is recommending allows for a 4 class structure and a non-teaching Head teacher. This year, during the many changes that covid has required of the school, has proven that the HT needs the time to manage the school concentrating on providing an enriching education for all children. Governors agreed that CL had carried out a remarkable job of ensuring the whole school reach consistent high standards whilst he has been teaching. A governor commented on the fact that a 4 class structure gives the ability for the school to take on additional children; a 3 class structure would have been very limiting. After various discussions around the budget governors felt that it is important to use the surplus to continue the quality of education for the children who are currently in the school. If the school choses to join a MAT then many of the administrative tasks will be relinquished will you (HT) continue as a non-teaching HT? If we join a MAT then the HT skills may be used in different ways but in the meantime the HT will need the time for extra leadership meetings but more importantly to continue observing/monitoring the level of education in the school.</p> <p>How do you (to Head teacher) see the HT role in September? Observing class lessons in more detail; having the time to carryout deep dives more regularly with subject leaders; focusing on the role of SEND; continuing to promote the school to attract more families.</p>		
EP joined the meeting at 6pm.				
	continued	BC proposed to accept the budget, all governors agreed. Quality of learning. – Many items have been discussed in HT report above. No further questions required.	Governors unanimously agreed to ratify the budget and SFVS.	
8	Governor’s Monitoring Reports	JB has met with CL regarding safeguarding. BM has carried out a H&S walk.		
Strategic Items				
9	Strategic Direction of School	Governors discussed the changes that have impacted on their decision for the strategic direction of the school. Part 2 details. Governors will continue with a strategic working party to lead the direction of the school but all decisions will be made by the full governing board.		

10	Policy Adoption/Review	Policies reviewed at committee level, FYI: Collective reflection Health and Safety Emergency Management & Business Continuity Plan GDPR Governors ratified the following policies: Procedure for attending a virtual meeting		
11	Items brought forward by the Chair:	No items were brought to the attention of the Chair.		
12	Impact from this meeting	Governors have challenged the Head teacher's report; they have received information relating to the latest Ofsted inspection; they have agreed a budget which allows growth within the school. Governors have questioned and clarified the strategic direction of the school to be able to provide education for the foreseeable future for the local community.		
13	Date & Time of Next FGB & committees:	Resources –29th June 2021 -5pm Quality of Learning – 8th June 2021 -3.30pm FGB -6th July 2021– 5pm		
BC thanked everyone for their time. The meeting ended at 6.43pm				

MAT – Multi Academy Trust

SFVS – Schools financial Value Standard

GDPR – General Data Protection Regulations