

**Minutes of Water Street Governors Meeting
Thursday 24th November 2016**

Present: Stuart Anslow Jo Tamsons
 Nick Swain Jenny Macnab
 Lilian Breakell Sally Murrell
 Amanda Stodart-Hall Jay Cundell-Walker

Susan Overson - clerk

No	Item	Action
PART 'A' - PROCEDURAL		
1	<p>Welcome by Chair</p> <p>A welcome was given by JC-W who acted as chair in the absence of SB</p>	
2	<p>Apologies for absence</p> <p>Apologies had been received from LW, JA, SB and AB.</p> <p><i>Apologies accepted</i></p>	
3	<p>Notification of urgent other business</p> <p>No matters brought up</p>	
4	<p>Declaration of interest in agenda items</p> <p>None declared</p>	
5	<p>To approve as a correct record, the minutes of the meeting held on 29th September 2016</p> <p>These had been circulated prior to the meeting.</p> <p><i>Accepted as a true and accurate record and signed accordingly</i></p>	
6	<p>Matters arising from the minutes for which there is not a separate agenda item</p> <p>SDP – changes had been made to areas after the September Governors Meeting. Explanation for this was given by the Head.</p>	

	<p>The advisor had questioned the area of ‘working with parents’ but a satisfactory explanation of this had been given.</p> <p>Further discussion took place on interaction with parents and how this is dealt with at Waterstreet. Governors commented that all staff are easily accessible and that school have an Open Door Policy.</p> <p><i>Governors challenged how school monitor emails to staff and whether staff were expected to answer parents in their own time.</i></p> <p>It was reported that there had been a discussion between staff and senior leaders regarding how they felt about this and that staff wellbeing was paramount.</p> <p>Discussion took place on Assessment and the change over from Otrack to Target Tracker.</p> <p><i>Governors challenged why school had decided to change.</i></p> <p>Training on Target Tracker will take place on Wednesday 7th December 2016 for all teaching staff.</p> <p>Explanation on the Maths SDP area was given by JM.</p> <p>New SDP areas need link governors</p> <ul style="list-style-type: none"> • Maths – JA • Self-Evaluation - LB 	
PART ‘B’ SCHOOL IMPROVEMENT		
7	<p>Data – Raise online</p> <p>Summary RAISEonline and a Power Point had been circulated prior to the meeting.</p> <p>Discussion took place on why RAISEonline is in a different format and why it will change again next year.</p> <p>Governors stated that they had found the Power Point very useful.</p>	

	<p>Discussion took place on the contents of RAISE.</p> <p><i>Governors challenged the gender differences</i></p> <p><i>Governors challenged KS1 writing – questioned why no one was exceeding</i></p> <p>This is the first year that progress from early years to KS1 can be seen on the report. Discussion took place on this and how these results make it difficult to achieve KS2 results with sufficient progress.</p> <p>Phonics and SPAG have risen over time and this should be celebrated stated a governor.</p>	
<p>8</p>	<p>Targets</p> <p>These will be circulated when the data has been received.</p> <p>Discussion took place on Pupil Premium pupils within Y6 and expectations.</p>	<p>SA to action when data is in school</p>
<p>9</p>	<p>Headteachers Report</p> <p>This was circulated prior to the meeting.</p> <p>Further discussion took place on the following items.</p> <ul style="list-style-type: none"> - Visit from Andy Syers – advisor <p><i>Governors challenged the validity of the report due to the fact that it will be historic when it is received.</i></p> <p>Governors questioned how the NQT was progressing – feedback given on this from staff</p> <p>Governors questioned Induction Training for NQT.</p> <p>There are 3 levels of Induction</p> <ul style="list-style-type: none"> • NYCC • Castle • School <p>Two governors had been on a school trip with this member of staff and reported back to governors in a complementary manner.</p>	

	<i>No further questions were raised on the heads report</i>	
10	<p>SEN</p> <p>SEN item from February meeting to be moved to Spring 2 due to JC-W being absent.</p> <p>Confidential Item</p>	SO/SB to action
11	<p>Safeguarding</p> <p>A meeting between the safeguarding governor and the headteacher had taken place. Update on this meeting was given to the full governing body and the plan for future meetings.</p> <p>Pupil Voice – children’s opinion. Governors questioned how this was obtained. Explanation given by head.</p> <p>Further discussion took place on this topic</p> <p>Safeguarding Audit – information given on contents</p> <p>Child Protection Policy – circulated prior to the meeting.</p> <p><i>Governors challenged did Out & About After School Club follow the safeguarding policy and did she have copies of all documentation.</i></p> <p>Governors questioned whether visitors to school should be given a shorter version.</p> <p>Safer Recruitment Training – discussion took place on governor responsibility for this.</p> <p><i>Governors ratified the Child Protection Policy</i></p>	SA to action this
PART ‘C’		
12	<p>Premises</p> <p>SA updated governors on the Y2 cloaks extension which will be financed by NYCC.</p> <p>A meeting will take place on Friday 25th November 2016 with NYCC representatives to discuss this matter.</p>	JC-W to attend

14	<p>Benchmarking</p> <p>Benchmarking report circulated prior to the meeting</p> <p><i>Governors challenged the high supply costs</i></p> <p>This is due to CPD and covering these classes. Also 2 pm's of French per week and 1 pm of Music are charged to supply costs each week.</p> <p>Discussion took place on TA support and costs involved.</p> <p>New curriculum has meant more training has taken place.</p> <p>Other income – this was discussed and explained more fully.</p>	
15	<p>Monitoring Report</p> <p>This was circulated prior to the meeting.</p> <p>Discussion took place on</p> <ul style="list-style-type: none"> • Carry forward • Castle Alliance <p><i>Challenge from governors over spending and school fund accounts.</i></p> <p><i>Discussion took place on who would receive monthly budget monitoring report.</i></p> <p>Action: Revised Budget to go out to all governors with agreement to be received by Monday 5th December for submission to county</p>	<p>SO to send monthly monitoring report to JT and latest report to go to governors prior to governing body meetings.</p>

		SO to send Revised budget to all governors
16	<p>Performance Management</p> <p>SA report back to governors on Deputy performance management. She has passed all her appraisal targets and governors agreed to move her from L7 to L8 backdated to 1/9/16</p> <p>JC-W reported back to full governing body on Head Performance Management which was held on 15th November 2016. The objectives had been received and success criteria met. Agreement had been reached on three new objectives – still to be finalised. Half yearly review will take place on 16th February 2017. Recommended pay increment from L19 to L20 backdated to 1/9/16 – Governors agreed</p> <p>Action: SO to action these incremental rises</p>	NS to send a letter of recognition to JM from governors
17	<p>SFVS</p> <p>Working party of NS, JT and LB to look at this document.</p> <p>Feedback by February meeting and ratification to take place in March in order to meet NYCC deadlines.</p>	
	Meeting closed at 7.50pm	