Minutes of Water Street Governors Meeting
Thursday 26th November 2020 - ZOOM

Present:

Jo Tamsons
Stuart Anslow
Sarah Bruno
Rebecca Vaughan
Jules Swain
Nick Swain
Amanda Stodart-Hall
Sarah Oliver
Jay Cundell-Walker

Jenny Macnab (non-voting)

Susan Overson – clerk

		Action
	PART 'A' - PROCEDURAL	
1	**Welcome and Introduction** Welcome given by JT	
2	**Apologies for absence** None received – full governing body present	
3	**Notification of urgent other business** • Expenditure above limit for headteacher to agree – needs governor authorisation • Moorlands Learning Trust	
4	**Declaration of interest in agenda items** None declared	
5	**To approve as a correct record, the minutes of the meeting held on 15th October 2020** These had been circulated prior to the meeting. ***Accepted as a true and accurate record***	JT to email signed copy to SO for file

6	**Matters arising from the minutes for which there is not a separate agenda item** • Parent governor election – letter has been sent out and electronic nominations to be in by 4th December 2020. SB updated on viability of online voting – discussion took place. Possibility of using Forms on Office365 • Recovery Plan – to be rescheduled • Appraisal Reviews – date to be arranged • Veritau – contact has been made regarding Audit • Wellbeing Policy – SB has met with AJM and updated governors on this meeting. Staff wellbeing questionnaire has been circulated. AJM is in the processes of applying for the Workplace Wellbeing Award. • LA Governor – contacted twice but no reply	**SA** **SA/JT/SB/JS** **SA/JS** **JT to contact governor support**
PART 'B' – SCHOOL IMPROVEMENT		
7	**Headteacher Report** Circulated prior to meeting – Power Point Presentation Further discussion took place on the following • **EHCP** – delays with this going through although school has sorted out staffing for this pupil • **SEN** – we have bought in the services of a SEN specialist to work 1 morning/week • **Pupil Numbers** – *question was raised by governors as to whether having over 30 pupils in a class have an adverse effect on staff or pupils* • **Attendance Data –** higher than normal. Discussion took place on pupils self-isolating due to Covid19 *Governors asked how staff are finding the extra workload due to Zoom Lessons* • **School Self Evaluation** – Karen Butler had carried out a virtual meeting earlier this term • **Staff Training –** staff have found training/CPD easier over Zoom/Skype although it was felt that NYCC were not providing the best training	

	and Lancashire Council are by far more thorough at doing this. • **Premises –** Update given on works done and planned • **Health & Safety –** meeting planned for 2nd December. Policy will be emailed out to all governors after this meeting • **Staffing –** lengthy discussion took place on this and the sickness absences that have been taking place *Governors asked if staff are happy at work.* The staff team are very hard working and very loyal but are finding the situation difficult. It was felt that the SLT team are very supportive. *Governors stated that parents are very appreciative of the work that the staff are doing in making everything run smoothly.* *Governors wanted it noting that they are very appreciated of all the school staff* • **Ofsted –** discussion took place on the possibility of when an inspection would take place	**SA to action**
8	**External evaluations** Covered within the Headteacher Report	
9	**Governor Visits** SB had visited the school for a meeting with AJM JT has visited for headteacher meetings and stated that everything seemed quite normal	
10	**Curriculum Matters** School is at present reviewing our curriculum map Discussing any changes to be made to ensure that our curriculum is still fit for purpose. We are looking at making connections between subjects and within subjects to ensure that the planning of learning is correct.	

	Our training day after Christmas will be used for this review.	
	PART 'C'	
11	**Benchmarking Data** Benchmarking data had been circulated prior to the meeting. School had been benchmarked against CASTLE Alliance schools and also against similar other North Yorkshire Schools. Discussion took place regarding • Support Staff – difference between ATA and GTA staff • Class Size • Income areas • Teaching staff salaries • ICT Spending – items that come from capital and licences for specific programs Governors thanks the SBM for her work the benchmarking.	
12	**Revised Budget** Discussion took place around additional costs incurred due to Covid19 Revised budget was discussed, staffing costs higher due to appointment of additional GTAs and MSA staff. Governors agreed to submit this budget	SO to submit revised budget
13	**School Financial Value Standards** This will be started by RV. Due for submission before the end of March 2020	RV to start
14	**Head and Deputy Performance Management** <u>Deputy Head</u> SA reported on the appraisal of JM (Deputy Head). He said that she always goes above and beyond what is expected of her. She is leading on curriculum/learning at home. She is a great support to the headteacher and all staff. She had reached all of her targets	

	<u>Headteacher</u> NS and JT had carried out the headteacher appraisal with Karen Butler. All 3 targets had been met. Discussion had taken place on his wellbeing. It was felt that his contact with parents/staff and his leadership had been superb. Priorities for 2020/21 • Staff/Pupil Wellbeing • Curriculum • Website – ensuring that it is kept up to date No questions were raised.	JT to send a letter to both
15	**Any Other Business** • Moorland Trust – this is a Mat of 2 schools. Ilkley Grammar and The Skipton Academy. A meeting had been held with JT/SA/JM to discuss whether we wanted to join. JT said that it sounded interesting but now is not the right time to explore this further Further discussion took place on this item and the GB agreed that this should be revisited at a later date. • Door Security – school had received a quote to update the door entry systems. 3 companies had been contacted but only one had submitted a quote. Quote had been circulated prior to the meeting	The governor body agreed that this project should proceed
	Meeting closed at 8.15pm	