

Exeter Children's Federation Governing Body

Full Governing Body – Part I Minutes

Date/Time	23 July 2018	Location		Montgomery School			
Attendees	Initials	Type of Governor	Time joined/left meeting	Attendees	Initials	Type of Governor	Time joined/left meeting
Peter Vickery	PV	Local Authority		Michaela Young	MY	Parent (Chair)	
Martyn Boxall	MB	Ex officio		David Coven	DC	Staff	
Poppy Daly	PD	Co-Opted		Shane Gill	SG	Co-opted	
Agnieszka Spier	AS	Staff		Chris Neads	CN	Co-opted	

Apologies	Initials	Reason (Category of Governor)
Grace Williams	GW	Maternity
Emma Maguire	EM	Holiday

Absent without Apology	Initials
Chris Neads	CN

In Attendance	Initials	(anyone who is not a governor/associate)
Neil Keen	NK	Clerk
Gill Brown	GB	Staff member
Jason Edge	JE	Staff member

Minutes to
Attendees
Apologies
School website

	Agenda	Led by
1	Apologies for Absence	NK
2	Declaration of Pecuniary Interests	NK
3	Minutes of the Last Meeting	MY
4	Matters Arising	MY
5	School Improvement Plan	MY/MB
6	Head Teacher Report	MB
7	Children In Care Report	MB
8	KS2 Data & SAT Results	MB
9	Safeguarding Update	MY
10	Pupil Premium Data Report	MB
11	Committee Meeting Reports	All
12	Learning Walks/Portfolio Updates	All
13	GDPR Update	MB
14	Policy Review	MB
15	Date of Next Meeting	All

Exeter Children's Federation Governing Body

Agenda Number	Details of discussion	Decision or action
1	See above.	Clerk to circulate amended minutes
2	None.	
3	Some amendments were requested for point of accuracy at items 6, 8 and 14.	
4	<p>MY informed members that she has discussed governing training with Babcock and they have been asked to look at delivering some training on the 24th September, Montgomery at 6.30pm. The session will focus on the operational and strategic functions of the local governing board.</p> <p>JE has recently met with Julie Stevens the new link advisor and Julie has offered the date of 20th September to come in and speak to governors and do a dry run of an ofsted inspection and ensure governors on the Montgomery standards committee are prepared and familiar with the lines of questioning. JE explained it would be good to have as many governors as possible present and not just the Montgomery committee members. It was agreed that this meeting would take place on the 20th September as part of the committee meeting.</p>	

Exeter Children's Federation Governing Body

5.	<p>MB distributed the newest version of the SIP.</p> <p>The objectives for the schools remain the same and are around improving vocabulary of all pupils and teaching children how to think and articulate better.</p> <p>The Boxall profile toolkit will help, as every teacher will be able to profile every pupil in their class to obtain a measure.</p> <p>The federation still needs to develop and improve the effectiveness of leaders and the scoping briefs that have been completed are showing a marked improvement in subject areas and progress is being made, now need to develop this further as well as evolving the governance of the federation. Governors need to start discussions about developing the strategic vision for the federation.</p> <p>MB explained that governors should be using this plan at every opportunity to check that things are being achieved, these give a guide to governors on what areas to question, probe and interrogate when visiting schools, talking to staff or at committee meetings.</p> <p>This plan will be formalised in September and governors will be responsible for contributing to it.</p> <p>PV asked how confident MB is in the heads delivering on this plan? MB responded by explaining that this is a strategic plan and problems will always be in place, expectations around standard are getting higher, however, MB believes that the federation have never had such a high level of competent teachers than they have now.</p> <p>MB believes the gap will be closed and the objectives are achievable.</p> <p>The key themes and indicators will guide governors and ensure they can see impact and challenge on staff where appropriate.</p> <p>MB explained that all pupils are being tracked regularly to the 'nth degree'. PV asked if governors will receive timely tracking data. GB explained that this is difficult as doesn't want to overwhelm governors. PV explained that the data could be as simple as possible, showing starting and finishing points only. MB explained that O track can be customised and subgroups of children tracked but the difficulty is that the data is tracked year on year using the baseline data. What we can never do is show external attainment whether it will be better or not as pass points are not set.</p> <p>It was agreed that governors would meet with JE and GB prior to the next round of committee meetings to discuss data requirements.</p>	<p>Governors to arrange to meet/discuss with GB and JE</p>
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Exeter Children's Federation Governing Body

6.	<p>MB tabled his head teacher report and which outlined the context of children across all sites in terms of SEN, EAL, CIC and PP.</p> <p>MB explained that the safeguarding team across the federation is costs the school a lot of money in the region of 350k-400k, however, when you see the level of needs that the federation is dealing with, the safeguarding team is vital.</p> <p>Attendance data has not yet be validated, and the data presented is up until May. Persistent absence at Wynstream has dropped and PV congratulated the school on this.</p> <p>MB explained to governors that he will survey parent/carers in September to review the non-pupil days for the federation.</p> <p>KS2 data summary reports were tabled. Wynstream has seen sustained rapid progress made which is a massive credit to the staff. Wynstream has had a tricky time over the last couple of years, but these results are a credit to the whole of the school.</p> <p>Montgomery results are also an achievement given the position the school was in. JE and his team have made a real effort to rapidly improve the school.</p> <p>MB stated that the data at Montgomery is now bottoming out, not happy with the results, but clear progress has been made within the year.</p> <p>The federation is staying to see significant levels of quality teaching now.</p> <p>MY raised a concern about the lack of leadership in Montgomery under the new staffing and is concerned that staff will be stretched too far. MB explained that the leadership has been reduced but this is on the basis that the budget is not there to support further leadership and the leadership needs across the federation have changed. The reality of the situation is that the school can't keep employing people because the federation doe not have the budget in year 3 to support it.</p> <p>PV asked what is the current situation with TLR's? MB explained that TLR's are not being replaced when holders leave, and it is a case of expecting people to do more for less. MB agreed with MY's view and stated that it is why it is so important that governors start looking strategically at the next 3-5 years and how things could be done differently.</p> <p>Within the report is a timetable for the consultation over the formation of the connect trust and there is a consultation event at each of the schools that need to consult on changing their school status. A governor is required for the Wynstream consultation event. There will be a meeting on the 29th October where each governing body will meet and make a formal decision on the formation of the trust.</p> <p>Poppy asked what are the benefits of joining with the other schools. MB explained that it is about formally joining up the collaborative work that has already started and building trustful relationships in order to have external conversations that are really honest and based on cooperative values.</p> <p>Governors voted to accept the timeline outlined by MB and to move into a formal consultation period.</p>	
7.	<p>AS pointed out that the PP grant is now £2.2k per pupil. AS also pointed out that she didn't feel it was correct to say pupils were taken into care because they are children in need or subject to a care order.</p>	

Exeter Children's Federation Governing Body

8	Covered under item 6.	
9	KCSIE has been updated, governors will be required to read part 1 and sign to say they have read and understood the document. The main updates are around disqualification by association and changes to the SCR.	
10	<p>There is a variance in KS1 children but this is because some children in year 2 who are SEN who took their phonic screen in year 2 and they are behind.</p> <p>AS asked why aren't requests for SEND funding done now, rather than waiting. MB explained that Yasmin is working hard and currently 9 requests are going through but the process is very bureaucratic and time consuming, leading to delays.</p> <p>PP issue at KS2 with reading and writing is better.</p>	
11	<p>MB explained that the committee meetings were introduced as a trial and do governors see value in these meetings and wish for them to continue.</p> <p>The purpose to them is to enable governors the opportunity to drill down into standards and data and ask questions and challenge staff member.</p> <p>Governors agreed to continue with these meetings but acknowledged that it is important to ensure all schools in the federation are given the same focus.</p>	
12	<p>MY did her portfolio update at item 9. EM is due in to make a visit shortly.</p> <p>MB urged governors to continue with their visits, looking at challenging and probing where possible and always seeking to validate what they are being told at governor meetings.</p>	
13	<p>GDPR will become a standing item on future agendas as it is considered good practice to report on any data protection issues .PD volunteered to become the link governor for GDPR and will liaise with Debbie.</p> <p>There is staff training on the 3rd September focusing on GDPR and it would be useful if PD could attend this.</p> <p>The federation have appointed Alvin Scott as the Data Protection Officer to ensure compliance.</p>	
14	PV noted that the policy talks about getting older and ensuring more private provision required. PV concerned about how this will be managed with the designs of the school? MB acknowledged it is very difficult. Policy was approved and adopted.	
15	20 th September 6.00pm Montgomery.	

The meeting closed at:

Detail of next meeting

Date/Time	20 th September, 18.00	Location	Montgomery
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