

Exeter Children's Federation

Meeting of the Full Governing Body

Meeting Minutes

Clerk: Neil Keen

Date: 18 September 2017	Venue: Montgomery	Time 18:30
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Present:

Peter Vickery	Local Authority Governor (Chair)
Michaela Young	Parent Governor
Martyn Boxall	Executive Head Teacher
Shane Gill	Co-Opted Governor
Gill Brown	Associate Governor (no voting rights)
Jason Edge	Associate Governor (no voting rights)
Grace Williams	Trust Governor
Chris Neads	Co-opted Governor (Vice Chair)

1 Apologies Received

David Coven

Lisa Sayers

Agnieszka Spiers

Absent without apologies

2 Minutes of the previous meeting

Agreed and accepted as an accurate record.

3 Clerk – Housekeeping Items

All governors present signed the code of conduct and updated the register of business interests.

Shane Gill was also introduced as a new governor as it was his first meeting.

The terms of reference were approved for the upcoming academic year 2017/18.

Governors were also provided with a full briefing pack which included the School Improvement Plan and a timetable for governor visits and also a timetable for when reports will be expected.

4 Head Teacher Report/School Improvement Plan

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MB explained that the vision for the federation is in line with the values of the co-operative trust.

The document explains what governors do and outlines in detail the 8 portfolio areas.

The what – page 3, explains very briefly to teachers what we do as 8 portfolios?

PV drew governors to the 13 key areas for development and explained this is what the governors are trying to achieve. MB offered all governors the opportunity to meet with him for an induction into their portfolio area and as a starting point, each portfolio has a position statement documenting the current position and the key challenges ahead. Governors will use this when holding the SLT to account and challenging the school on performance targets. Governors are able to add questions and they can use this documents to gather evidence of questioning and visits.

Separate to this, subject leaders will be writing scoping briefs/action plans in 6 week blocks. PV reminded MB that this needs to be underpinned by good data, in a consistent format and presented in advance of meetings.

MB added that it is now down to governors to shape the meetings via the information provided to them and through the work they will be doing as portfolio leads. As soon as governors have visited, they will need to compile their reports, taking into account the scoping briefs. MB added that this is a good opportunity for governors to also triangulate evidence with other governors when they are visiting and this will become very powerful in the future.

MB reminded governors that they need to go through him in the first instance to arrange meetings/visits and if governors are not doing visits and fulfilling their roles as portfolio leads, this will soon become evident via the meetings where there will be clear gaps.

PV explained that he would like to try to increase the size of the governing body and was mandated by the other governors to look into re-constitution.

GW offered to speak to colleagues in her workplace to see if anyone would be interested and NK can write to large local companies also.

5 - Review of Policies

PV proposed that he and the clerk get together and look at streamlining policies and look at exactly what is required. Governors gave PV the mandate to update any policies and assign them to portfolio leads. Governors agreed to this approach to update the Policies.

6 – Safeguarding Update

MB explained that the annual report isn't due yet but is being worked on by Alison Betts.

E-Safety training is being delivered in the half term to staff and also Mr P ICT training is being delivered and all this is covered in the subject scoping brief.

GW explained that E-Safety had come up when she was doing a recent visit in Wynstream and an action of that was to raise awareness amongst parents and carers. MB this is being addressed and is in the school improvement plan.

7 Teachers' Pay Award

Governors agreed to adopt the new Pay Policy. All unions have been consulted on the policy.

Governors agreed to the recommendation that teachers on main pay scale be awarded a 2% uplift and all those on the Upper Pay Scale and Leadership be awarded a 1% uplift.

8 Governor Development

NK reminded governors of the need to keep up to date with relevant CPD. If governors identified areas of development or have seen courses they would benefit from, they should go through him to book a place.

GW felt the training courses offered as standard were not that beneficial from her experiences.

9 Any Other Business

JE explained that Alan Betts had recently been in to visit as part of the keys to success programme that the school have been entered into as a result of the support the LA puts in following the Ofsted inspection.

MB and JE have been working on a list of what the school has put in place since the judgement. Both MB and JE believe the school is already in a much stronger position now and going in the right direction.

The next part of the programme sees the H/T from Stoke Hill come into school to carry out a mini inspection on the 14th November. There will be a presentation at the end of the day if any governors wish to be involved.

GW asked for the list of Ofsted improvements to be shared with governors. MB will circulate.

Meeting Closed.