

**PART 1 MINUTES OF A MEETING OF THE KING EDWARD VI COMMUNITY COLLEGE, FULL
GOVERNING BOARD HELD ON
TUESDAY 21th MARCH 2017 IN ROOM 26**

Present:	Kate Wilson - Chair	(KW)
	Tim Friese-Greene – Vice Chair	(TFG)
	Bethan Edwards – Parent Governor	(BE)
	Wendy Ormsby – Co-opted Governor	(WO)
	Alan Salt - Principal	(AS)
	Julie Watson – Co-opted Governor	(JW)
	Nigel Clark – Parent Governor	(NC)
	Ian Wren - Staff Governor	(IW)
	Jill Tomalin – Co-opted Governor	(JT)
	Rebecca Quantrill – Parent Governor	(RQ)
	Kate Shillaker – LA Governor	(KS)
	Paul Looby – Co-opted Governor	(PL)
In Attendance:	Esther Walker (Clerk to GB)	(EW)
	Fay Crellan (delivering English review)	
Apologies:	Alan Salt – Principal	(AS)
	Roger Foord-Evans – Foundation Governor	
Absent:	Donna Hewart – Parent Governor (not sanctioned)	

FOCUS OF MEETING: Ensuring Clarity of Vision, Ethos and Strategic Direction		
Serial	Item	Owner
1.1.3.17	<p>Welcome and Apologies</p> <p>The Chair opened the meeting and welcomed all attendees. The Chair welcomed IW as the new staff governor.</p> <p>Apologies had been received from Alan Salt and Roger Foord-Evans. These two apologies were sanctioned by the Board.</p> <p>Donna Hewart was not present and no apology sent so not sanctioned.</p> <p>Carole Whitty’s term of office ended on 13th March 2017. CW was a Trustee Governor for the Dart Valley Learning Trust (DVL). CW does not wish to be re-appointed as a governor. Roger Foord-Evans is the other Trust governor. A new governor will need to be appointed but this cannot be done until the DVL is better ratified. CW would like to become an Associate Governor and has offered to look after the All-Weather Pitch (AWP), Site Development and the, DVL.</p> <p>Governors were of the view that Site Development required a full-time Governor. All Governors agreed this.</p>	KW

	<p>Decision: Governors decided that CW should be appointed as an Associate Governor and will look after the AWP and the rejuvenation of the DVLТ.</p> <p>Governors wished to sincerely thank CW for being a Governor and all her efforts.</p> <p>Declaration of interest – nothing to declare.</p>	
2.1.3.17	<p>Fay Crellen to talk about English & Media Review FC attended the meeting at 6pm.</p> <p>FC reported good results last year with a minimal pupil premium gap. There are some legacy issues regarding what the new grading structure equates to. The department is considering how to support staff and students through the changes with minimal impact. At the moment, there is not enough information for students or parents regarding what the grades equate to (at the moment they are not sure what a 7 or a 6 will equate to). This causes some unease in the staff and students. Leadership, there is now a new Raising Standards Leader post in place and this is being managed effectively. There is strong data particularly in Media. The Quality First teaching has come out very well with good student feedback. Behaviour is not an issue in English in comparison to other subjects.</p> <p>This year they tried key stage 3 as mixed ability groupings. This did not work well. There were a number of parental concerns and the staff raised concerns. Half way through year this was changed back to ability groupings and everyone happier and performance is better. There needs to be continued improvement with leadership and the faculty lead needs to implement changes and procedures. The teachers need to gain appropriate CPD. There is now no course work in English and it is 100% examination.</p> <p>There is good evidence that higher achieving students are being challenged well and excellent progress over time. The department has been looking for consistency amongst the staff in terms of their comment writing in books and there needs to be improvement here – review of purple pen time.</p> <p>Personal development and welfare are excellent in this department. The students are very mature and respectful. Other departments may need to look at that and use English and Media as a model. Teachers are using praise effectively but there is still room for improvement.</p> <p>Current data is that 94% of students are expected to get their 3-level progress. If there is a drop in the results this won't be unique to the College it will be national. The pupil premium gap was minimal last year. There is a slightly wider gap this year (not significant) but strategies will need to be implemented to deal with this. This has not been helped by the absence of coursework.</p> <p>Life after levels – there is still work to do.</p> <p>Lesson visits have happened over last few weeks. Changes implemented are already in place and the benefit of these can be seen. This is a fastmoving department which is striving for good results.</p>	

	<p>Action: FC is to email report out.</p> <p>Governors suggested that the English and Media approach should be encouraged and looked at by other departments and FC confirm that this is currently being looked at.</p> <p>Governors questioned what the criteria was for a RSL – FC confirmed that they look for excellent teaching quality, passion and drive to support students.</p> <p>Governors questioned whether data is scrutinised for all students. FC confirmed that in her view it is not scrutinised to the same level in all areas. Media is particularly good at this.</p> <p>FC left the room at 6.30pm.</p>	FC
3.1.3.17	<p>Minutes of Meeting of 17th Jan 2017 and 21st February 2016 The minutes were approved as a true and accurate account of the meetings.</p>	
4.1.3.17	<p>Matters Arising</p> <ul style="list-style-type: none"> • Part 2 Minutes – Clerk confirmed that if Part 2 minutes are emailed out they are open to freedom of information requests from any member of the public. If they are sent by post then any freedom of information requests are far more limited. IW suggested that the Part 2 Agenda and Minutes are put on the Governors portal which cannot be accessed by anyone other than Governors. • Re-name Equality Principles as Equality Objectives. Governors were unsure whether there was a legal difference between the two. Action: Clerk is to research and report back to KW. • CIP – this is still not finalised. Needs to be finalised and sent to Governors. Action: AS to ensure final copy is sent to Governors • Pay Policy – not in correct form. Needs to go back to relevant teacher to format. • AS to email information regarding trained staff in Student Leadership to KW – not done. Action: AS to email the above to KW as soon as possible. • On-line Safety policy (KS to liaise with Sarah Winstone) – defer until April 2017. • Principle’s Appraisal Committee – NC is to be appointed onto Principles Appraisal Panel. Decision: Agreed by Board. Interim review is Thursday next week. Next interim review is 10 July 2017. Final Appraisal is December 2017. 	<p>Clerk</p> <p>Clerk</p> <p>AS</p> <p>AS KS</p>
6.1.3.17	<p>DVLT Proposals Defer to April meeting</p>	Clerk
7.1.3.17	<p>AWP users group meeting report</p> <p>BE attended meeting regarding AWP. Work is due to begin second week of</p>	

	<p>Easter Holidays. Dave Chapman did not attend.</p> <p>Governors questioned whether Community Usage Agreement was in place (needs to be in place before it is used). Discussion regarding whether Agreement has to be in place or not before it is built.</p> <p>Action: CW to ensure Dave Chapman is involved. Also, to ensure Community Usage Agreement is in place and report to KW.</p> <p>Action: CW and AS to ensure that funding is in place regardless of signature of CUA before work commences.</p>	<p>CW</p> <p>CW and AS</p>
8.1.3.17	<p>Policies For Review and Approval</p> <ul style="list-style-type: none"> • Staff Disciplinary Policy AS (NC) – Approved • Staff Grievance Policy AS (NC) – Approved • Pay Policy AS (NC) – Approved but needs to be put into House format. • SEND Policy – deferred to April • Medical Conditions Policy – Defer to April. • Online Safety Policy SW/IW (KS) – Defer to April. • Admissions Policy FC (KW) – Defer to April. • Health and Safety Policy GP (JW) – DCC Policy Approved subject to badging and information being filled in. • Outdoor Visits and External Activities (JW) – Approved subject to badging. • All other policies – Lettings and Finance to be deferred until the new Business Manager is in post. <p>Early Warning of Policies for Review at March Meeting:</p> <ul style="list-style-type: none"> • Review of Whistle Blowing Policy (WO) 	<p>Clerk</p> <p>KS</p> <p>Clerk</p>
11.1.2.17	<p>Safeguarding Matters</p> <p>Nothing to report.</p>	
12.1.3.17	<p>Governor Visits and Reports</p> <p>Historically it has been difficult to get Health and Safety information but this is now hugely improved as new site manager is excellent and very diligent. A true audit needs to be done and there are pot holes in the road which need sorting out.</p> <p>After a visit governors should fill in a pro forma to report back to Board.</p>	
12.1.2.17	<p>Chair's Housekeeping</p> <p>Governor's induction pack needs updating</p> <p>Action KW to send around.</p> <p>Succession planning needs to be considered and all Governors asked to consider whether they would like to be Chair going forward or vice chair with a view to being Chair.</p> <p>Need dates for next year's FGB's – Action for AS</p>	<p>KW</p> <p>All to note</p> <p>AS</p>
13.1.2.17	<p>Date of Next Meeting</p> <p>Date of next FGB meeting: Tues 25st April 2017. Location: Room 26</p>	<p>All to Note</p>

	The meeting closed at 19.45	
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Signed.....

Kate Wilson

Chair of Governors

Date:.....