



KING EDWARD VI COMMUNITY COLLEGE

FGB Meeting

Tuesday 17 May 2016

17:45 – 20:00

Room: Religious Studies Room 43 (hut)

MINUTES OF PART 1 MEETING

Ref.	<p>FOCUS OF THIS FGB MEETING:</p> <p>HOLDING THE PRINCIPAL TO ACCOUNT FOR THE EDUCATIONAL PERFORMANCE OF THE COLLEGE AND ITS STUDENTS AND THE PERFORMANCE MANAGEMENT OF STAFF</p>
<p>1. Welcome & Apologies</p> <p>1.1 Attendance record to be completed Governors in attendance – Kate Wilson (Chair) Tim Friese-Greene (Vice-Chair) Alan Salt (Principal) Bethan Edwards Carole Whitty Paul Looby (arrived at 6.10pm) Richard Dennison Julie Watson Nigel Clark</p> <p>1.2 Additional attendees Dave Chapman, Anna Lodge, Frances Northrop -Totnes Community Development Society (TCDS) Bev Lewis - Clerking the meeting</p> <p>1.3 Governing Body to accept apologies and absences Apologies received and Accepted for: Roger Foord-Evans Kate Shillaker Jess Foweraker Rachel Foot</p> <p>1.4 Declarations of interest relating to items on the agenda No Declarations of Interest received.</p>	
<p>2. Moved to Part 2</p> <p>TCDS presentation by Dave Chapman, Anna Lodge, Frances Northrop - followed By Governor questions.</p>	
<p>3 Draft Minutes of the FGB Meeting 19.04.16</p> <p>3.1 Review for accuracy and approval Draft Minutes of FGB Meeting 19.04.16 approved as accurate.</p> <p>3.2 Matters Arising from the April FGB meeting and not covered by items below:</p> <ul style="list-style-type: none"> • Annual Declarations of Business Interests – RFE <ul style="list-style-type: none"> ➢ No updated information submitted. • Staff Governor Election – update <ul style="list-style-type: none"> ➢ No responses received from staff so far. Staff to be contacted again in September. • Co-opted Governor vacancies – update <ul style="list-style-type: none"> ➢ Awaiting results of skills audit. • Governor Skills Audit and analysis of skills gap on the Governing Body <ul style="list-style-type: none"> ➢ In hand. • Vertical tutoring progress update <ul style="list-style-type: none"> ➢ Reported on within Principal's Report. • Website decision & progress <ul style="list-style-type: none"> ➢ All going ahead and nearing completion. • AWP update <ul style="list-style-type: none"> ➢ KW reported on delays experienced with the Planning Application. KW has chased this up but has been given no reason as to the delays. The Planning Application is believed to be in but South Hams District Council has no details of the outcome to date. ➢ CW raised queries surrounding the spending of 106 monies – KW confirmed that strategies are in place along with the criteria in relation to the allocation of school's funding. • Student leadership <ul style="list-style-type: none"> ➢ See RAG rated CIP from April FGB. • Site development steering group progress inc ToR for lead governor <ul style="list-style-type: none"> ➢ KW invited submission from all Governors – ACTION - CW will draft the Terms of 	

	<p>reference and circulate for Governors to comment on in due course.</p> <ul style="list-style-type: none"> • 50th anniversary event update <ul style="list-style-type: none"> ➤ BE reported to FGB that the proposed date had been postponed to 8 October 2016 in order to make further continued plans, to include obtaining historic archive documentation. Next Planning Meeting date: 22 June 2016 10.00 am – room to be confirmed. • Progress update re local discussions with Local Learning Community <ul style="list-style-type: none"> ➤ AST is still in talks with other Headteachers – ACTION – AST to arrange for other Headteachers and Governors to get together at a future date.
3.	<p>Principal's Report AST invited questions/Governor challenge/feedback on the Principal's Report that he had previously submitted to Governors.</p> <ul style="list-style-type: none"> • Review student numbers • Review NQT, training and partnerships • Review exclusions procedure and numbers of exclusions/reasons for exclusion • Review/agree parent consultations arrangements, re: vertical tutoring system • Review of Trips and Visits including a review of the policy re parental feedback and governor monitoring of impact of educational visits and residential. <ul style="list-style-type: none"> ➤ TFG raised the issue regarding continuing investigations taking place in connection with trips and visits data – is there value for money for students / do students achieve their aims? TFG would like to know how the investigations are progressing and what evaluation process is in place. AST assured Governors that this was still an ongoing process that SMS has in hand. . • Curriculum Report, re: % of students taking EBacc & KS5 update <ul style="list-style-type: none"> ➤ AST reported that not the College does not insist on all students taking the EBacc, although EBacc subjects are recommended for serious consideration and students on double Science pathways must chose at least one EBacc option. • Spring 2 Progress Data headlines <ul style="list-style-type: none"> ➤ AST informed Governors that a section within Data had been updated since its earlier circulation to Governors. KW reminded Governors that all are welcome to attend Raise Online meeting with AST in College on 23 May 2016 at 6pm • Governor Comments and Questions <ul style="list-style-type: none"> ➤ PL enquired re what College attendance figures were measured against – AST explained they are measured against national averages within RAISEOnline, but that the College was also seeking to benchmark with similar schools within the Devon cooperative schools network/ ➤ NC Questioned AST re the section of the report in relation to 'persistent absences' of year 11 students – AST reported there were particular difficulties in addressing persistent absence with Y11 students despite support from the Education Welfare Service.
4.	<p>Moved to Part 2</p> <ul style="list-style-type: none"> • Approve April minutes • Finance • Clerk to Gobs update
7.	<p>Lead Governor Reports</p>
7.1	<ul style="list-style-type: none"> • Lead Governor for Pupil Premium - Monitor impact of PP, CiC, Y7 Catch-Up Funding <ul style="list-style-type: none"> ➤ BE further discussed the report she had circulated to Governors.
7.2	<ul style="list-style-type: none"> • Lead Governor for Personnel monitoring report, re: new appraisal system <ul style="list-style-type: none"> ➤ NC reported to Governors further to the report he had received from SMS. NC commended SMS on the work she had compiled in relation to the new appraisal system. NC reported he was pleased with the information received within the system and the quality of teacher objectives. The new system is greatly encouraging and thanks and praise was given to SMS from NC.
8.	<p>Governor Training and Visits</p> <ul style="list-style-type: none"> • Receive Governor Visit Reports / agree next Visit. Note: PA visit was postponed. • Governor Training – anything to report or promote eg from The Key or GEL? <ul style="list-style-type: none"> ➤ JW undertook PREVENT training in her capacity as a Governor at a primary school

	<p>– ACTION – JW to write a report on PREVENT and circulate to Governors. TFG reminded Governors that he is the person to contact should they wish to undertake further training.</p> <ul style="list-style-type: none"> • Receive Governor Training Impact Reports <ul style="list-style-type: none"> ➤ As above - ACTION – JW to write a report on PREVENT and circulate to Governors
9.	<p>Policy Approval</p> <ul style="list-style-type: none"> • Charging and remissions policy <ul style="list-style-type: none"> ➤ KW proposed approval and Governors agreed. <p>Policy update</p> <ul style="list-style-type: none"> • Behaviour Policy (staff / student / parent consultation) <ul style="list-style-type: none"> ➤ AST/FCN have this in hand / ongoing in preparation for Policy amendments and Governors' approval.
10.	<p>Policies due for review at the June FGB meeting</p> <ul style="list-style-type: none"> • Home/College Agreement (CW) – NB no longer a statutory requirement • Attendance Policy (KW) • Home Learning Policy (CW) • Marking Policy (CW) • Teacher's Appraisal Policy (NC) • Complaints Procedure (KW) <ul style="list-style-type: none"> ➤ KW advised Governors that this needs looking at in order to make the process more clear. KW proposed that FGB considers adopting the DCC Complaints Procedure as it is shorted and clearer – ACTION – KW to send further information / documentation around to Governors in the first instance.
11.	<p>Chair's Business and Housekeeping</p> <ul style="list-style-type: none"> • Parent information/consultation <ul style="list-style-type: none"> ➤ TFG stressed the importance of avoiding gaps in information to parents, even in the event of school perhaps not being in a position to give out full updates on a subject / issue. AST suggested he could hold a parent/carer update meeting along the lines of the SEN and VT meetings that he has held. • Please notify the Chair in advance, re: any urgent business (AOB) <ul style="list-style-type: none"> ➤ BE gave Governors an update on the Kennicott Garden project. .
12.	<p>Date of next FGB meeting: Tuesday 14 June 2016, 5.45-7.45pm, Science Room 17</p>