

**PART 1 MINUTES OF A MEETING OF THE KING EDWARD VI COMMUNITY COLLEGE, FULL GOVERNING BOARD HELD
ON
Tuesday 27th FEBRUARY 2018 IN ROOM 26**

Present:

Kate Wilson - Chair	(KW)
Wendy Ormsby – Co-opted Governor	(WO)
Alan Salt – Principal	(AS)
Alessandra Ruocco – Parent Governor	(AR)
Michael Young- Foundation Governor	(MY)
Bethan Edwards – Parent Governor	(BE)

Apologies:

Jacqueline Vaughan
Nigel Clark
Julie Watson
Jenna Armitage

In attendance:

Alan Neale – Financial Director	(AN)
Amanda Lane – PA to Principal	(AL)

Ref		Lead
1.2.18.1	<p>Welcome and Apologies</p> <p>The Chair opened the meeting, welcomed attendees, noted absences. Apologies were sanctioned from Jacqueline Vaughan, Nigel Clark, Julie Watson and Jenna Armitage.</p> <p>BE’s term of office has come to an end and KW and AST thanked her for her extensive contribution.</p>	KW
1.2.18.2	<p>Matters/Actions Arising (other than those on the agenda)</p> <ul style="list-style-type: none"> - Ofsted meeting for governors with Matthew Shanks confirmed to take place 27/3. - Post 16 data: AS reported that the DfE’s final validated ISDR will be ready for release at March end. - AS confirmed that the meeting with Dave Chapman and various governors will take place on 1/3 (AL note: meeting re-arranged for 8/3 at 2.30pm). - AN circulated information re catering/cleaning contractors prior to the meeting. The college, after a period of consultation (anticipated 1/4/18), intend to contract Aspens Services (catering) and Churchill Cleaning Services. Both performed strongly at interview and will provide enhanced service at reduced cost. KW queried staff reaction. AN responded that the majority of concerns and questions have arisen from catering staff; staff looking forward to the investment Aspen will bring but there is some nervousness around a change in employer. There is awareness amongst staff that current costs are too high, exemplified in part by some staff requesting term-time only contracts. The outlook is positive but there is significant ground to cover over the next month. KW raised the question of opportunity – would Aspen, for example, be prepared to cater for summer school sessions? AN confirmed that they would, that they would be looking toward primary schools (AST) and that both Aspen and Churchill are keen to raise their profiles in the area. 	KW

1.2.18.3	<p>Draft Pt 1 Minutes of the January FGB Meeting Minutes of the January meeting are yet to be approved</p>	KW
1.2.18.4	<p>Principal's Report The Principal's Report was discussed by governors. The following were areas were covered:</p> <p>Admissions: Governors noted a slight reduction in numbers and asked for reasons and clarification. The impact of selective schools was noted. Attendance: Governors noted this remains a concern. SEND: Progress 8 figures are improved for EHCP students. Pupil Premium/Disadvantaged: Progress of these groups is a college focus. Achievement and Progress: Governors noted that Progress 8 has seen a significant improvement since the release of validated data. A level results: Governors asked about subjects performing less well. Finance: The EFC will meet to discuss the budget. March's FGB will have figures to report. Leadership: Kirsty Matthews, current Deputy Head at South Dartmoor, has been appointed Deputy Head, commencing 16th of April. Until then, Stuart Ruffle, Science and Technology Faculty Leader, is providing extra capacity for the SLT. Quality of Teaching: Faculty reviews continue to take place, most recently in Maths and ICT and the Humanities. These reviews have demonstrated good evidence of better practices. Governors have taken part in these reviews. Curriculum: Conversations regarding which 6th form courses and the rationalisation of the curriculum are taking place now. Safeguarding: AS emphasised the importance of safeguarding policies to the college and its continued pursuit of improvement. Behaviour: The College has a significant amount of students that arrive at the school with complicated needs.</p> <p>Behaviour system:</p> <p>Improvements have been made in the college's behavioural strategies: the implementation of an 'isolation' measure for students' misbehaviour for example, has been successful.</p>	AS
1.2.18.5	<p>CIP Monitoring KW suggested that given the importance for governors to monitor the college's improvement, it would be useful to have printed copies available for everyone as well as thinking about strengthening the correlation of CIP objectives to FGB agendas. In addition she'd like governors to make more use of evaluation forms – to be completed after faculty reviews, for example. Logged evaluations will provide a useful trail for Ofsted.</p>	AS/KW

	Action: Recirculate evaluation forms to check suitability.	
1.2.18.6	Pupil Performance (Data) Action: Request from Jacqueline Vaughan that Year 11 data is circulated.	AS
1.2.18.7	Keele Survey: It was agreed that governors draft a report about the results for wider circulation.	KW/AS
1.2.18.8	Governor Induction Outstanding skills audits need to be filled in. KW to send the form to AR. AS to hold new governor induction visits to include discussion on ASP, general college information when they can be gathered together (Note – AL: possible governor induction to take place 26/3). KW would like to see all induction information in one easily accessible file. Action: KW to check Portico to see what related documentation can be found.	AS
1.2.18.9	Governor Vacancies Three parent governors are needed and requests for nominations will be sent out. There are co-opted governor vacancies and KW has had a recent enquiry for the position; she has spoken to the applicant and invited him to attend the next governors' meeting There is still a staff governor vacancy.	
1.2.18.10	Clerk Interviews Interviews have taken place and an appointment has been made.	
1.2.18.11	Governor Visits and Reports BE and KW attended the recent Humanities Overview. Feedback about this will be sent to the faculty via the visit form Action: Draw up a document for governors which gives an overview of the process and provides guidance. Governors to fill out governor visit forms. Reports from other visits None reported	
1.2.18.12	Annual Safeguarding report KW spoke to SWE who confirmed the report would be deferred Children in Care Report Awaiting info from County - deferred	KW

1.2.18.13	<p>SFVS Update AN and MY will meet again to discuss with the intention to bring to March meeting (to be circulated prior to that).</p>	KW
1.2.18.14	<p>Community Use Agreement re the All Weather Pitch AN reported that the first draft has been returned with various queries from governors and SHDC. Comments are awaited from DCC. The deadline in terms of funding is as soon as possible. User groups and FGs to be advised of document.</p> <p>Governors approved the document with the proviso that the queries are answered. Chair to liaise with BDM and report back.</p>	KW
1.2.18.15	<p>Policies for Approval</p> <ul style="list-style-type: none"> - Pay Policy - Capability Policy - Admissions Policy – MY raised a query, but unfortunately the detail was not noted in the minutes - therefore needs to be brought back to March meeting - SEND Policy <p>All of these policies to be forwarded for approval at the March FGB meeting</p>	KW
1.2.18.16	<p>Safeguarding Issues None to report</p>	KW
2.2.18	<p>Part Two Proceedings</p>	KW
1.2.18.15	<p>Date of Next Meeting Date of next FGB meeting: Tuesday 27th March, Room 26 The meeting closed at 19.40</p>	All to Note

Signed.....

Kate Wilson
Chair of Governors

Date:.....