

**PART 1 MINUTES OF A MEETING OF THE KING EDWARD VI COMMUNITY COLLEGE, FULL
GOVERNING BOARD HELD ON
THURSDAY 14th DECEMBER 2017 IN ROOM 26**

Present:

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

Apologies:

Julie Watson
Nigel Clark
Jenna Armitage
Jacqueline Vaughan

In attendance:

Matt Redwood – Clerk to governors		(MR)
Alan Neale		

Ref		Lead
1.12.17.1	<p>Welcome and Apologies The Chair opened the meeting. There were no declarations of interest. Apologies were received and sanctioned from J. Watson, N Clark, J Vaughan and J Armitage. Mrs A Ruocco and Mr B Geddes were welcomed to the governing body having been appointed as parent governors. The resignation of M Redwood – Clerk to governors was noted Staff governor vacancy was noted. MR to send minutes to all staff and highlight vacancy. Science faculty review dates in October. Science and Technology review and English and Media review to be reported in January FGB</p>	MR
1.12.17.2	<p>Matters/Actions Arising Governor link visits. WO met the Head of PE faculty. She reported back on the main issues including the facilities for teaching PE and faculty support. MY met with the Head of the Science faculty. KW asked both to complete a governor feedback form for their visits. MR to send out governor feedback forms.</p>	MY/WO MR
1.12.17.3	<p>Minutes of meeting held on 14th November 2017 Minutes of the meeting on 14th November were agreed. MR to send out Aspire passwords to governors</p>	MR

1.12.17.4	<p>Schools Financial Value Statement – Verbal Report. MY explained the background to the SFVS</p> <p>response with respect to the SFVS for 2017/18. We reviewed the responses made last year appertaining to the following sections: A The Governing Body and school staff B Setting the Budget C Value for money.</p> <p>The responses currently have only draft status pending confirmation of some matters and re-assessment of others that can only be sensibly done closer to the year-end (31 March 2018).</p> <p>Sections D and E have not yet been addressed</p> <p>In order properly to conclude on Section A, we need to do the following: Undertake a skills audit for all present and continuing governors; Resolve the meeting structure of the Governing Body we wish to adopt; Create a register of the business interests of school staff; Consider how to establish a link between pay and performance for support staff.</p> <p>In relation to Section B, the costs of adopting the strategies for CIP and Pupil Premium need to be evaluated and reporting anomalies arising from expense coding issues require resolution to ensure that monitoring of actual financial performance against the budget is reliable.</p> <p>As Business and Finance Director, Alan still has outstanding work to do on assessing value for money measures (Section C). More measures may be implemented over the final quarter of the financial year.</p> <p>AN and MY will make an initial draft of the SFVS.</p> <p>KW asked AN to circulate the revised SFVS as at current progress of completion</p>	AN
1.12.17.5	<p>Annual Health and Safety Report</p> <p>This was deferred until a later meeting</p>	AN
1.12.17.6	<p>SALIX Funding</p> <p>AN outlined the SALIX fund and its parameters for bids. The college bid was to replace lighting with LED lighting. The cost is forecast at £170k with a payback period of 8 years via the energy savings of the new lighting. The bid was financially efficient and would provide an improved environment for students and teachers.</p> <p>MY asked for details of the levels of savings and loan repayments. An explained the background to the figures.</p> <p>Governors approved the bid.</p>	

<p>1.12.17.7</p>	<p>College Improvement Plan</p> <p>AS stated that the CIP is in the same format as governors have seen in the June draft. Some areas of priority remain e.g. priorities re: disadvantaged students. Other priorities will have more emphasis where performance changes- e.g. A level Value-Added had always been a priority, but this year especially so given some subject concerns in 2017.</p> <p>KW queried whether rapid and sustained improvement for disadvantaged students is achievable given current data. AS stated that whilst we would struggle to show this improvement currently, our aspiration remains to close this gap as quickly as possible.</p> <p>KW asked about the summary and the areas included in this part of the document. AS agreed to change summary to priorities 2017 – 18.</p> <p>BE asked about priorities linked to encouraging a student voice and how these will be achieved. AS outlined that there is a 6th form council and a number of meetings with students from other year groups that other colleges may call a student council. AS meets whole college groups of students to discuss college issues for example recreational seating around the college was identified as a priority and the successful application was made to the foundation for funding.</p> <p>BE asked whether students had an opportunity to raise agenda items that they were concerned with. AS recognised that this is important and that the college needs to work towards improving this area.</p> <p>MY asked about site development priorities and how aspirational priorities in the CIP should be. AS outlined that the first page of the CIP included the longer term college vision although the priorities in the CIP are one year priorities.</p> <p>BE suggested that governors should ask for two/three action plans linked to the CIP to judge effectiveness and progress. AS stated that link governors could receive the action plans for their particular curriculum areas.</p> <p>MY asked about details of the local teaching school alliance network. AS stated that KEVICC is linked to two networks, South West Teaching School Alliance (SWTSA - based at Ivybridge). The college pay a subscription to access their training and networks. The college also subscribes to Dartmoor Teaching School Alliance (DTSA – based at Oakhampton). The college subscribed to this alliance so that they can take advantage of the provision of both networks as appropriate.</p> <p>AS explained how teachers in the college who are NLE/SLE work in other schools to support and develop other schools and this is then repaid in terms of expertise from other schools for the college in areas where development is identified.</p>	<p>AS</p> <p>AS</p>
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	<p>MY asked about monthly financial reports to departments. AN explained how departments get regular reports.</p> <p>KW highlighted that AS is the lead in the CIP for the development of governance across the college. It was agreed that this would be changed to the governing board as the lead for improvement of governance.</p> <p>The summary aims need rewording so they all start we believe including the student action box. AS agreed to reword the summary aims.</p> <p>MY asked about the site development priorities. AN outlined how these included short and medium term priorities alongside maintenance and site development. These would be differentiated for communication to different groups, i.e. site development needs a wide communication whereas regular maintenance is not so broadly promulgated.</p> <p>KW asked all governors to check CIP priorities when they visit the college for example during their faculty visits.</p>	<p>AS</p> <p>All</p>
1.12.17.8	<p>Lead Governor and Link Governor roles</p> <p>AR and KW will take the safeguarding lead for the governing body. JW will be the lead governor for site development. BG will discuss with BE and become the lead governor for community liaison. Curriculum links. JV - English and `Media AR- English and Media BG- Performing Arts.</p>	
1.11.17.9	<p>Meeting Structure of the Governing Body</p> <p>Governors noted the paper and deferred discussion on this until a new clerk is appointed and further work has been undertaken on alternative structures.</p>	
1.12.17.10	<p>Any Safeguarding Matters</p> <p>KW and JA have met Sarah Winstone to agree roles and areas of focus. 1st meeting – overall briefing 2nd meeting college visit with a specific focus 3rd meeting will look at policies and CIP priorities for the following year.</p> <p>KW reminded governors of the usefulness of the Key as a governor resource.</p>	
1.12.17.11	<p>Community Meetings to Discuss Site Facilities</p> <p>Community Meetings were set for the 16th and 25th November.</p> <p>AS outlined the format of the meetings and the reactions of those who attended. Feedback sheets were received from all who attended. Generally the meetings were positive and there was a desire to see the college improve its facilities.</p>	<p>AS</p>

	<p>WO asked whether any local councillors attended these meetings. AS said that they had been invited at Easter and 9 had attended that meeting. AS to circulate to governors the presentation he used.</p> <p>BE attended both meetings and outlined an offer by D Chapman (TCDS and ATMOS) to help the college in the next stage of community consultation.</p> <p>WO highlighted that D Chapman had attended a previous governors meeting approximately 10 - 12 months ago and had made an offer to work with the college to develop a community consultation of the Elmhirst Site.</p> <p>MY outlined that D Chapman's website specifically excluded financial resource advice.</p> <p>The governors were positive about discussing Dave Chapman's offer of developing community consultation at no cost. KW to talk to D Chapman to discuss what he can offer.</p> <p>Governors discussed the importance of the overall vision for the College supporting and informing work around site development. KW will revisit and circulate previous minuted discussions and to clarify the governors' position especially to support new governors.</p>	<p>KW</p> <p>KW</p>
<p>1.12.17.12</p>	<p>Review of policies</p> <p>AN outlined the main changes to the Pay Policy. The governing board approved the revised policy.</p> <p>The governing board approved the Staff Capability</p>	
	<p>The meeting closed at 19.15pm</p> <p>Date of next FGB meeting: Tuesday 23rd January. Room 26</p>	

Signed.....

Kate Wilson
Chair of Governors

Date:.....