

Minutes of KING EDWARD VI COMMUNITY COLLEGE FGB Meeting Tuesday 16th July 2019



Present: Jim Lodge (JL), Alan Salt (AS), Wendy Ormsby (WO), Michael Young (MY), Jon Rae (JR), Karen Sewell (KS), Julian Carnell (JC), James Hartridge (JH) and Helen Beetham (HB).

In attendance: Yvette Elliott, Clerk (YE), Alan Neale, Business & Finance Director (AN) and Gillian Healey (prospective Governor).

Ref.	FOCUS OF THIS FGB MEETING: Ensuring Clarity of Vision, Ethos and Strategic Direction	Actions
1	Welcome & Apologies <ul style="list-style-type: none"> Apologies, sanctioned by the FGB: Laura Hetherington (LH) Absent without apology: Nigel Clark (NC) Declarations of interest: JL has family links with members of TCDS. <p>JL opened the meeting by giving thanks to YE for her Clerking support over the last 12 months and to AN for his role as Business & Finance Director, wishing him well for the future in his new employment. Gillian Healey was welcomed as a prospective new Governor to observe the first part of the meeting.</p>	
2	Matters Arising (other than those on the agenda) <ul style="list-style-type: none"> <i>Updated skills audit to Clerk</i> – received. <i>Website photos to Clerk</i> – two outstanding. <i>Share Skills Matrix with FGB</i> - YE shared final version during meeting. <i>Update TORs with new memberships & Lead Gov roles</i> – Done. <i>Save 2019/20 meeting dates to OneDrive</i> – Done. <i>Update on website compliance</i> – Our website is compliant. 	
3	Review Draft Minutes of the 21st May 2019 FGB Meeting Part 1 and Part 2 minutes were reviewed and approved.	
4	Review of the Year <ul style="list-style-type: none"> Ofsted Feedback <p>KEVICC was awarded a Good Ofsted report. AS highlighted key areas of the report and focused on sections where the College could improve further. The quality of teaching needs more consistency; Pupils need to show more pride in their work (the best faculties are not having these issues, with good expectations throughout, but this is already a College focus area for KS3); Low attendance must remain a priority, despite incremental improvements. Ofsted praised the curriculum & extra-curricula activities, but AS highlighted that the standard of curriculum planning, especially for KS3, could be improved further. A meeting has been arranged with the primary leadership team to start unpicking this – CPL, Monitoring and Curriculum work are the three strands to achieve consistency. <i>KS asked if other schools (& Life After Levels) could be used to support curriculum planning?</i> AS stated that the key to planning is to look at primary through to GCSE framework, using different curricula models. KEVICC is in-line with other local schools and a conference is planned at the College on the October inset day to engage schools from across the</p>	

	<p>region. The new framework focuses on Intent, Implementation, Impact. We need to be able to justify what we're teaching, when & why within our setting.</p> <p>Lapses in pupil concentration were put down to weak teaching in the report. The SLT must manage this message with care and tact. The College focus is on behaviour systems and there are plans for behaviour management training. Outcomes were seen to be in-line with national averages. AS highlighted that despite this positive message, progress is still "average" and more needs to be done.</p> <p>The 6th Form has received a very positive report and this should be capitalised on for marketing purposes. Governors were made aware that there is still in-school variation, with some subjects lower than the national average. AS praised the 6th Form Leadership for the progress seen over the last 12 months.</p> <p>JL added that the Ofsted Report was very positive. Regarding the curriculum, it must be broad and balanced and KEVICC achieves this. AS agreed that KEVICC is in a good position and can validate the curriculum choices. <i>JR questioned whether all subjects are planned vertically throughout pupils' secondary schooling?</i> AS stated that the curriculum is carefully planned, but the focus has been on interventions to promote outcomes and the national curriculum has been used. Curriculum planning is not just about sequencing, but also about deciding what to leave out. This is a very time-demanding process, that can take a couple of years.</p> <ul style="list-style-type: none"> • Training needs / Skills gaps on FGB <p>YE talked Governors through the current skills matrix and it was positive to note that there are no areas of significant weakness. Further skills for financial management, Safeguarding, SEND and Reviewing Governance structures would be beneficial to support the few skilled Governors that we already have in these areas. JL added that local business or leadership skills would be welcomed and active recruitment would be supported.</p> <p>HB highlighted the challenge of sitting on Governor panels prior to receiving training. AS suggested that Babcock could be approached to run a bespoke training session for all Governors as scheduled training sessions are few & far between and this would be particularly useful in light of potential DCC Officer absence at some meetings, as seen recently.</p> <ul style="list-style-type: none"> • Review of committee structure <p>Governors agreed that the new structure is working well. <i>WO questioned whether Site Development meetings are taking place often enough?</i> JC felt they are currently, but this should be kept under review. AN commented that he has felt meetings are more productive in enabled detailed discussions at committee level and the scheduling of meeting in 2019/20 should help to support the timings of decisions that need making.</p> <ul style="list-style-type: none"> • Reflect on FGB impact on pupil outcomes <p>One of YE's objectives for the coming year is to develop a system for evaluating the impact of the Board. <i>KS asked if an external audit would be required?</i> AS stated that a Governance Review is good practice but not needed annually and we potentially have some credit available to us through DTSA. HB noted that the Ofsted Lead Inspector had questioned Governors on their level of challenge and in holding the Principal to account – objectives and objective setting need to be our focus areas.</p>	<p>YE/AS</p>
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	<ul style="list-style-type: none"> Receive report from AS on success/impact of CIP <p>This was widely discussed at Standards but also during regular meetings with JL as Chair regarding the format of the CIP for 2019/20. Two changes to College improvement priorities for next year are the new Learning Walks and Curriculum planning.</p> <ul style="list-style-type: none"> SEF <p>AS considers the self-evaluation to be accurate. Most recent update to be shared with the FGB.</p>	AS
5	<p>Vision</p> <p>AS has been sharing the Governor vision with prospective new families at open days and is grateful to HB for her offer of support in continuing this work from September.</p>	
6	<p>Governor Training, Visits & Reports</p> <ul style="list-style-type: none"> Receive updates <p>JL attended the recent Ofsted framework training. <i>WO asked about the new EBacc targets.</i> KEVICC currently has 18% with potential for growth and there is a national government target of 75%. YE to share training records and save to the Governor OneDrive.</p> <ul style="list-style-type: none"> In-house Ofsted Framework training options <p>No longer required.</p>	YE
7	<p>Agree process for appointing Chairs & Vice-Chairs in 2019/20</p> <ul style="list-style-type: none"> Nomination process <p><i>Governors must inform YE at least 7 days ahead of the September FGB meeting of their willingness to stand as Chair or Vice-Chair of the FGB or Committees.</i> These nominations will be shared with the meeting agenda. <i>Governors agreed that the Committee Chairs will be FGB Vice-Chairs again in 2019/20.</i></p> <ul style="list-style-type: none"> Term of office <p><i>Governors agreed on a 12 month term of office from September FGB.</i></p> <ul style="list-style-type: none"> Succession planning <p>JL asked to be informed if anyone is not willing to stand again and confirmed that he is prepared to put his name forward as FGB Chair again.</p>	
8	<p>Co-opting New Governors</p> <p>GH introduced herself as a parent, with a marketing background and is keen to highlight the strengths of the College. She brings business skills, community links and also a potential links with the PTA. GH left the meeting.</p> <p>JL proposed that GH be formally Co-opted onto the Board. KS seconded and Governors voted unanimously in favour. YE to arrange the Governor induction process.</p>	YE

9	<p>Chair's Reports</p> <ul style="list-style-type: none"> • Site Development – Governors moved to Part 2 minutes. • Standards <p>KS reported that there has been much to celebrate this year, including improvements in attendance, behaviour, disadvantaged outcomes, SEND predictions, safeguarding and the 6th Form. Areas for development are largely covered by AS's Ofsted Feedback above and the College is now moving forward positively to address areas of concern, such as the new Science labs and the appointment of a new Learning Manager. Improved prediction accuracy and consistent teaching will be addressed, and the Rosenshine Principles are being used to support the work of the College. The SLT are overhauling the faculty review process so that good practice can be identified and shared, whilst weaker practice can be quickly addressed. <i>JR asked what the teachers' response to this has been?</i> AS stated that it is almost entirely positive and the Union consultation process has also been positive. JL noted that the turnover of teaching staff this year has been very low, which he congratulated, and HB commented positively on the level of staff engagement and consultation. <i>JR asked what the school training budget is?</i> AN confirmed that this is around £10k for teaching staff and £4k for support staff. He added that there is effective decision-making around the allocation of these funds for maximum impact.</p> <ul style="list-style-type: none"> • Operations, inc. draft marketing strategy <p>MY reported that a draft marketing strategy has been shared with Governors and a staff member will be identified to take a management role in leading this work. <i>HB questioned why this was not discussed at Standards?</i> YE stated that this was first raised at Operations and Governors agreed that this will continue to remain on Operations agendas for discussion and recommendations and at FGB meeting where decisions will be made. DCC have unresolved account allocations, which mean accurate financial reporting isn't currently available, but a £342,376 end-of-year carry-forward has now been confirmed by DCC. A new Business Manager has been appointed to replace AN.</p>	
10	<p>Uniform Sub-committee Update</p> <p>Nothing to report.</p>	
11	<p>Operations Committee Recommendation</p> <ul style="list-style-type: none"> • FGB decision required – Governors moved to Part 2 minutes. 	
12	<p>Safeguarding</p> <p>Nothing to report.</p>	
13	<p>Policies for approval this meeting</p> <ul style="list-style-type: none"> • Data Protection Policy (Alan Neale) - <i>Ratified</i> • Equality Objectives - <i>Ratified</i> • Equality Policy - <i>Ratified</i> • Health & Safety Policy (Alan Neale) – <i>Ratified and signed by AS & JL</i> • Appraisal Policy for Teachers (Ben Cotton) - <i>Ratified</i> • Child Protection & Safeguarding Policy 2019-20 (Kirsty Matthews) - <i>Ratified</i> • Complaints Policy (DfE Model) - <i>Ratified</i> • Managing Serial & Unreasonable Complaints Policy - <i>Ratified</i> 	

14	Policies to be reviewed at next FGB meeting: <ul style="list-style-type: none"> • Staff Grievance Policy • Governor Code of Conduct • Governor Visits Policy • Scheme of Delegation • Child Protection & Safeguarding Policy • Protocol for storing & reviewing policies 	KS JR WO JL JL HB
15	Meeting closed at 8.15pm. The date of next FGB meeting is Tuesday 17 th September 2019 at 5.45pm.	

Signed.....

Date:.....

Jim Lodge, Chair of Governors