

Minutes of KING EDWARD VI COMMUNITY COLLEGE FGB Meeting Tuesday 21st September 2021, 5.45pm

Present: Jim Lodge (JL), Alan Salt (AS), Michael Young (MY – arrived 5.55pm), Karen Sewell (KS), Julian Carnell (JC), Jon Rae (JR), Wendy Ormsby (WO), Gillian Healey (GH), Jo Cooke (JCK), Laura Hetherington (LH – arrived 5.55pm) and Helen Beetham (HB – arrived 6.10pm).



In attendance: Yvette Elliott, Clerk (YE) and Stephen Corline, Business & Finance Director (SC).

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: Andrew Waterman (AW), Louise Darvid (LD), James Hartridge Absent without apology: None Declarations of interest: None <p>JL welcomed Governors back to the first face-to-face meeting since Spring 2020.</p>	
2	Governor Recruitment <ul style="list-style-type: none"> <u>Recommendation to re-elect Michael Young as a Co-opt Governor</u> - MY's term of office ended last week, but he is prepared to stand again. Proposed by WO, Seconded by JR and Co-opted by unanimous agreement by vote. YE to complete necessary paperwork. <u>One Foundation Governor vacancy remains</u> - A CV has been received and JL/AS will share this for Governor's to view ahead of the next FGB meeting. As a Foundation Governor, this position would be formally appointed by the DVLTL. 	YE JL/AS
3	Matters Arising (other than those on the agenda) <ul style="list-style-type: none"> <u>AS to check website updates have occurred re: SEND</u> - These changes have now been made. <u>HB to draft open letter to local MP</u> - See Agenda Item 6 <u>YE to share 2022-23 term dates with Admin</u> - Done and now displayed on the KEVICC website. <u>SC to update Governors on £10/staff spending</u> – Just over £2,000 was received and after discussions with staff, half of this was spent on a staff party, the remaining funds will be used to support staff wellbeing. <u>YE to update and save ratified policies</u> - Done. 	
4	Review Draft Minutes of the 13th July 2021 FGB Meeting Part 1 and Part 2 minutes were reviewed and approved.	
5	Appointing Chairs & Vice-Chairs for 2020-21 Nominations were put forward in advance from all current FGB and Committee Chair to stand again in the same posts and these were uncontested. The FGB unanimously agreed the following appointments for 2020-21: <ul style="list-style-type: none"> FGB Chair – Jim Lodge Standards Chair – Karen Sewell Operations Chair – Michael Young Site Development Chair – Julian Carnell 	

	<ul style="list-style-type: none"> • FGB Vice Chairs – Karen Sewell, Michael Young & Julian Carnell • Committee Vice-Chairs – Standards: Jim Lodge. Operations: Jon Rae. Site Development: Wendy Ormsby. <p>JL reminded the Board that succession planning is required.</p>	
6	<p>Headline Performance Analysis 2020-21</p> <p><u>Comparison with other schools</u></p> <p>AS reminded Governors that the DfE guidance for use of 2020 and 2021 school performance data is that this should not be shared outside of the College.</p> <p>Progress 8 data has gone up and AS sees this as right and proper due to exams not being sat (therefore reducing the impact of exposure to multiple exams in a short period of time, for example). In testament to schools undertaking the teacher assessment process robustly, there is a similar story across local schools.</p> <p><i>JL asked how Progress 8 scores are worked out if there is no national data?</i> AS stated that a broad data set is used by 4Matrix or Sisra to generate an estimate of what the DfE results would be.</p> <p><i>JL asked for confirmation that it would be impossible for all schools to have a positive Progress 8 score?</i> AS confirmed that this should not be possible, but he has not been able to see national data.</p> <p><u>In-school comparison</u></p> <p>Comparative performance between subjects can be seen and data was presented to Governors in two forms – Progress 8 to demonstrate the best performing subjects in the school and Residual scores to show the best subjects for individuals.</p> <p>P8 was high for GCSE Art, Dance, Geography, History, Photography and Religious Philosophy & Ethics. These are traditionally strong performers, with the addition of History this year.</p> <p>P8 was low for Catering BTec (disrupted group with high SEND), Computer Science (typically nationally low progress) and GCSE PE (historically low progress regionally).</p> <p>Residual scores were high for Art, English Language (an excellent result that would not be expected in an exam situation), Triple Science (group of self-selecting students) and Film Studies.</p> <p>Residual scores were low for Science (this correlates with ongoing concerns). Regarding Core subjects, English Literature and Maths are not tending to be pupils' strongest subjects and Literature progress is not keeping up nationally Vs Language.</p> <p><i>JL asked how has combined science compared with other schools?</i> AS stated that 2019 data has been improved on, but it still lags behind other core subjects and is not strong compared to other schools – this remains a priority area for improvement.</p> <p><i>JCK asked what the school does with the knowledge it gains from assessments?</i> AS stated that it is used to inform teacher development, recruitment, encouraging improvements and consistent performance. For example, lesson visits demonstrate that there is a discrepancy in teacher expectations between science and English and maths.</p> <p><i>KS asked if there is typically better teaching and more motivation at the top end of the school?</i> AS stated that there are more exams in triple science than combined, but science is not an easy subject to teach.</p> <p>Governors moved to Part 2 minutes</p>	

	<p>Regarding Post-16 performance, there is a similar picture, but Governors were reminded to carefully consider cohort sizes when looking at progress. Historically, there is strong performance in Geography and Philosophy.</p> <p><i>JL asked if everyone got their university places this year?</i> AS confirmed that they did and that there were only 2 appeals which have progressed to Stage 2 – this is testament to Ben Cotton & Ruth Long’s handling of the process. JL hailed the results a good news story.</p> <p><i>JR asked if exams will definitely be back next year?</i> AS confirmed that this is the case but there are contingency plans from the DfE, with ‘special arrangements’ due to be published soon.</p> <p><i>LH asked how KEVICC would respond if given ‘optionality’ around curriculum teaching and exams – would teachers drop units if allowed?</i> AS stated that they definitely would in order to advantage pupils. LH raised concerns that this would disadvantage pupils in terms of a fuller education by doing so. An example of this was the cancellation of the Geography field trip in the Summer term. JCK reiterated that this would have been an impactful experience for pupils. AS stated that this decision had not been taken lightly but taking Year 11 pupils out of all other learning for 2 days in an already disrupted year was considered too significant.</p> <p><i>HB noted that assessment practice at university level has changed significantly and JL raised the issue that current Year 13s will never have sat a formal exam.</i></p> <p><i>LH asked what Governors can do to support change?</i> JL suggested a letter to our MP regarding assessments, to be linked in with the letter already drafted by HB.</p> <p>Thanks were given to all teachers and everyone involved in the CAG process – your hard work is much appreciated.</p>	JL/HB
7	<p>Outline CIP priorities summary</p> <p><u>Priorities to drive governor questions & scrutiny in all interactions with College</u></p> <p>AS and the SLT have created a new document, prompted by feedback from the Governor Review. This should offer a practical purpose for Governors to understand college priorities in the coming year. The focus is on the school improvement journey, focusing on Intent, Implementation and Impact.</p> <p>There has been a conscious decision to refer to ‘cohorts’ in the document, rather than individually to SEND or Disadvantaged, for example. Rather, there is a focus on framing Improving the curriculum, Improving teaching & learning and Improving pastoral care as these work for all pupils. Monitoring these will benefit all cohorts. AS invited Governors to follow up on this draft document with any questions.</p> <p><i>JC asked how do we assess progress on areas such as ‘teachers understanding pedagogy’?</i> AS stated that this would be from multiple sources – looking at data, talking to individuals about intent, viewing practice, seeing the impact on outcomes. Governors are encouraged to use the language of intent, implementation and impact in their questioning and added that this document is aspirational, so Governor challenge on visits will provoke change and progress.</p> <p><i>KS noted the document does not include individual objectives to enable aims to be achieved and asked where this detail could be found?</i> AS stated that this is a strategic level document and lists of actions won’t support the Governor role. The overview enables Governors and SLT to challenge effectively.</p>	

	<p><i>MY noted that for such an important document, it was a shame it was received so late for this meeting. AS stated that this draft document has taken longer to prepare than expected. As a working document, Governor feedback will be used for redrafting.</i></p> <p><i>KS asked to see the term ‘inclusive’ in this document, along with ‘all’ students and ‘all’ key stages.</i></p> <p><u>Governor links</u></p> <p>JL reported that Governor Links were discussed during the Governance Review and it was clear that the current set-up is not impactful. Governors were invited to consider reorganising the Link roles to the committee structure, whilst encouraging some specialisms (removing Links to faculties) and an improved focus on college priority areas. YE to ensure there is an agenda item to cover this at each of the first Committee meetings this term.</p> <p>AS highlighted that it is beneficial for Governors to have expertise across faculty areas and faculty reviews / lesson visits are ideal times to schedule school visits. KS added that this is excellent opportunity to view consistency across faculties too.</p> <p>Governors agreed to the proposed new Governor Links arrangement.</p> <p><i>GH requested further training for conducting school visits.</i> JL offered her the opportunity to shadow him, but added that the new CIP priority overview would support appropriate questioning. AS asked YE to re-share the Governor Visit Protocol, highlighting that the focus of the visit must be clear so that staff do not feel they are being observed. Strategic questions should be shared in advance and communication with your staff counterpart in advance is helpful.</p> <p><i>HB raised the potential issue of problems of perception and that Governors are there to observe processes not teaching.</i> AS confirmed that SLT members should be informing staff if Governors will be present out of professional courtesy.</p>	Committee agendas
8	<p>Governor Annual updates</p> <ul style="list-style-type: none"> • Governors updated and signed the pecuniary interests register. • Governors to read ‘Keeping Children Safe in Education 2021’ and confirm completion by signing the sheet held by the Clerk. • Governors agreed that FGB meetings can be open to members of the public. Attendance must be requested in writing to the Chair of Governors at least 2 weeks prior to the meeting date. Attendance will be as an observer only and participation in discussions will not be allowed. To avoid a conflict with the Code of Conduct, members of the public may be asked to leave the room during any voting so that <i>how</i> individual Governors vote remains confidential. Members of the public will be asked to leave the room for any Part 2 discussions. • Signing of ratified minutes from 2020-21 meetings – Committee Chairs to sign ratified minutes ASAP. 	<p>Gov’s</p> <p>Chairs</p>
9	<p>Review and adopt model Code of Conduct</p> <p>NGA model Code of Conduct (Sept 2021) was discussed and agreed unanimously by Governors. JL signed a copy on behalf of the Board.</p>	

10	Agree Terms of Reference (ToRS) <ul style="list-style-type: none"> • Pay Committee – JL, WO and JR to remain on this Committee. Approved. • First / Hearings Committee – Approved • Second / Appeals Committee – Approved • Principal's Appraisal Panel – Approved • Standards Committee – Approved • Operations Committee – Approved • Site Development Committee – Approved • Safeguarding Lead Governor – JL to remain in post, with GH as Deputy. Approved • SEND Lead Governors – KS to remain in post. Approved <p><i>MY highlighted the importance of individual committees and panels reporting back to FGB, and other Committees where relevant, for transparency and to confirm the fulfilment of responsibilities set out in the Terms of Reference.</i></p>	
11	Appoint Principal's Appraisal Panel <ul style="list-style-type: none"> • KS, JC and JL remain on this panel. All Governors have received the appropriate training. • Faith Jarett was appointed as the External Advisor and a meeting is to be booked for Autumn 2. 	YE
12	Site Development Committee The Board moved to Part 2 minutes.	
13	Safeguarding Nothing to report.	
14	Policies for approval this meeting <ul style="list-style-type: none"> • Child Protection & Safeguarding Policy – Ratified • Governor allowances & expenses policy – Deferred to next meeting • Staff grievance policy - Deferred to next meeting • Stress Policy - Deferred to next meeting • FGB Scheme of Delegation – Ratified <p>YE to update and save all ratified policies.</p>	YE
15	Policies to be reviewed at next FGB meeting: <ul style="list-style-type: none"> • Data Protection Policy (Operations Committee) • Staff Discipline Policy (Steve Corline) • Teachers' Pay Policy (Pay Committee) • Protocol for Policy Review (Yvette Elliott) • Governor Visits Policy (Alan Salt) 	Op's Ctte WO Pay Ctte JC JL
16	Meeting closed at 8.25pm. The date of next FGB meeting is Tuesday 5 th October 2021 at 5.45pm in the College Staff Room.	

Signed.....

Date:.....

Jim Lodge, Chair of Governors

FGB Minutes – 21.09.21