

5.02	<i>Item: 3.02: Special Education Needs and Disabilities (SEND) Review and Action Plan:</i> Clare Davidson confirmed she had undertaken SEND training.	Headteacher
5.03	<i>Minute No. 3.09: SEND Training:</i> The Headteacher confirmed that an overall review to be led by SLT with the SIA would take place in October.	
5.04	<i>Minute No. 4.01: AOB: Windmill Music Federation Support:</i> The Chair confirmed that he had wrote to the Music Federation to thank them for their support.	
5.05	<i>Minute No. 4.01:</i> The Chair informed Governors that a review of the school position and future timescales would be undertaken in the autumn term.	Chair
6.00	GOVERNOR MONITORING OF SCHOOL IMPROVEMENT PLAN (SIP) PRIORITIES	
6.01	Governors had all received a copy of the latest version of the SIP as a direct response to the results from last week. Discussion took place on looking at areas that had not been achieved and moving these into the 2019/20 plan. It was agreed that whilst EY & KS1 were satisfactory, matters relating to Phonics and KS2 needed to be addressed.	
6.02	The Chair updated governors on what had been discussed at the JRG meeting held earlier in the evening and the Headteacher explained the results. Governors agreed that the results were disappointing however on a positive note the plan and delivery of it was good. The Headteacher explained that he would be breaking down the data further, for example Pupil Premium against other categories.	
	The Chair asked if anyone had any questions to raise. There were no questions raised on the SIP.	
7.00	PRESENT UNVALIDATED DATA/PREDICTED END OF YEAR RESULTS	
7.01	The Chair informed governors that this matter had been discussed in-depth at the earlier JRG meeting however the Headteacher would give an overview of the results;	
7.02	The Headteacher explained that EY & KS1 had very strong teachers and Leadership and had received good results. The GLD for EYFS was 63% compared to 56% in 2018 and 48% in 2017. The New Early Years Assistant Headteacher's impact since starting had shown excellent results. The Chair commented by saying the evolution of the school can benefit from benchmarking against other local schools and seeing how they deal with matters and using good practice to make further improvements. The assistant Headteacher said she would be teaching full time next year in the Reception class.	

- 7.03 The Headteacher stated that with Y2 they had good results with RWM as well as Reading and Writing and the results were an improvement on last year. The Headteacher explained that the JRG meeting had discussed how best to manage these children going into Y3. The Headteacher stated that the downside was the Phonics results at 69% when it was expected to get 80% plus.
- 7.04 The Headteacher explained that some of the problem related to the teaching by an NQT, however it must be noted that the NQT in question is making expected progress and she is still developing her practice. The Headteacher went on to explain that the government have introduced NQT pathway and the staff member in question would continue to receive Recently Qualified Time (RQT) support from a mentor during the coming year.
- 7.05 The Headteacher explained the Y6 results and the low results recorded in maths and that this matter had been discussed in depth at the JRG meeting.
- 7.06 Finally the Headteacher highlighted that the focus for next year would be on the current Y5 cohort as they move into Y6 along with the problems faced with a small number of pupils in each year group who have very low levels of attendance.
- 8.00**
- 8.01 **STAFFING UPDATE**
- The Headteacher informed governors that one new member of staff was interviewed in January (Alec Scott) and would be teaching a Year 6 class from September. In addition to this, two members of staff would be returning from maternity leave in September.
- 9.00** **QUESTIONS ABOUT THE HEADTEACHER'S REPORT**
- 9.01 The report had been circulated in advance of the meeting.
No questions were raised.
- 10.00** **COMMITTEE REPORTS**
- 10.01 Pupil Support (12 June 2019), JRG (12 June & 17 July 2019)
An overview of the issues discussed at the meetings were provided by the Committee Chairs. There were no questions raised by governors.
It was noted that the Summer Resource meeting was unable to be rescheduled.
- 11.00** **ATTENDANCE UPDATE**
- 11.01 The Headteacher informed governors that this matter had been highlighted in his report. The Headteacher explained that there

were problems in all year groups however it was the same small number of children. The attendance figure was 94.7% which is 1% below average. The Headteacher explained his concerns that there were 60 children on persistent absence and the appropriate procedures were being followed which is resulting in court action.

12.00 REPORTS FROM GOVERNORS WITH SPECIFIC MONITORING DUTIES

12.01 Clare Davidson informed governors that she had sent her report in however this had been missed off the agenda. There were no other reports and it was agreed that Clare's report would be discussed at the next meeting.

Agenda

13.00 EVALUATION OF GOVERNING BOARD MEETING

13.01 The Chair informed governors that he had been considering the committees and how the JRG meeting was operating and raised concerns that a great deal of matters raised at the JRG overlapped with the FGB. Clare Davidson highlighted that previously there had been a Teaching and Learning committee. The Clerk informed governors that it was important to have committees however they needed to be structured so that some matters do not overlap. Governors needed to be mindful that they have enough time at committee meetings and the FGB to address all statutory duties.

13.02 It was agreed that the Chair would look into this matter and provide a report for consideration by governors.

Chair

14.00 FORWARD PLANNING OF GOVERNANCE ARRANGEMENTS FOR THE NEXT ACADEMIC YEAR

14.01 The Chair stated that he would combine this matter when evaluating the Governing Board Meetings and provide a report for governor's consideration.

Chair

15.00 GOVERNOR DEVELOPMENT

15.01 The Chair stated that whilst training was important it was particularly beneficial if governors came into school, particularly when reviews were being carried out by professional advisers, as he felt you learnt more by seeing how the school is operating on a day to day basis and he would look into how best this would work and report back to governors.

Chair

16.00 CHAIR'S BUSINESS

16.01 The Chair informed governors that the Head had reported 3 incidents that had caused temporary exclusions. The governors noted the information.

17.00 CLERK'S BUSINESS

17.01 The Clerk had no further business to raise.

18.00 ANY OTHER URGENT BUSINESS

18.01 The Headteacher informed governors of a request received from one member of staff currently on maternity leave to come back on a part-time basis. The Headteacher provided additional information in relation to accommodating this request and the slight increase in relation to cost as the staff member wished to come back 6 weeks earlier than originally agreed.

RESOLVED: That the request be granted.

19.00 DATE AND TIME OF NEXT MEETING

19.01 The date of the next meeting was confirmed as **Tuesday 17th September at 5.00 p.m.**

19.02 Approval was given to Future Meetings (note: likely to be revised - see points 13.02 & 14.01);

Tuesday 17th September FGB 5:00 p.m.

Tuesday 8th October FBG 5:00 p.m.

Tuesday 22nd October JRG 4:30 p.m.

Tuesday 12th November Pupil Support 4:30 p.m.

Tuesday 26th November Resources 4:30 p.m.

Tuesday 10th December JRG 4:30 p.m.

Tuesday 15th January FGB 5:00 p.m.

Tuesday 11th February 4:30 p.m.

Tuesday 25th February Resources 4:30 p.m.

Tuesday 10th March Pupil Support 4:30 p.m.

Tuesday 24th March JRG 4:30 p.m.

Tuesday 21st April Pupil Support 4:30 p.m.

Tuesday 5th May Resources 4:30 p.m.

Tuesday 26th May FGB 5:00 p.m.

Tuesday 16th June Resources 4:30 p.m.

Tuesday 14th July FGB

The meeting was closed by the Chair at 7.15 pm.