

Minutes of the Morley Governing Body meeting, Monday 9th July 2012

Present: Andrew Sweasey (AS), Caroline Louth (CL), Charlotte Hull (CH), Emma Linney (EL) (Clerk), Helen Bett (HB), Julie Gawthrop (JG), Kate Allan (KA), Lindsay Fournier (LF), Michael Catchpool (Head – MC), Nicky Odgers (NO), Nicola Rotton (NR), Pamela Douglas (PD), Roger Healey–Dilkes (RHD), Sarah Seed (SS) (Chair).

Apologies: Amy Houghton (AH), Kay Blayney (KB), Lindsey Webber (LW), Matt Casey (MattC), Rachel Parker (RP).

Also present for redundancy update: Kerry Darby, Deputy Head (KD)

Main points discussed	Decisions and Action	when	by whom
<p>1. Apologies for absence Apologies were received from AH, KB, LW, Matt C and RP.</p> <p>2. Notice of Any Other Business SS: Redundancy Process SS: Summer Fete</p> <p>KD gave an update on the redundancy process, which followed the EPM timetable and has now been completed. All staff being made redundant have accepted their offers and there will be no need for hearings or appeals.</p> <p><i>The remaining part of this discussion is the subject of a confidential minute.</i></p> <p>Parents will be informed of the redundancies in the next newsletter. SS and MC have also drafted a detailed letter which could go out if needed.</p> <p>SS thanked KD for her hard work and professionalism during the redundancy process. KD left the meeting.</p>			

<p>3. Minutes of the last meeting The minutes were accepted as a true record and signed by the Chair.</p> <p>4. Matters Arising as agenda docs except:</p> <p>Cost of trips: This varies by class, with average cost £30 per annum. Questionnaire responses will determine how many parents would like to be able to pay in advance at the start of each year.</p> <p>SIP visit (Literacy): There were no volunteers to complete this visit. NO decided to cancel it, given that a visit had already taken place relating to this part of the SIP earlier in the year.</p> <p>Questionnaire: SS thanked KA for her help with setting this up on Survey Monkey.</p> <p>Open Evening: CH to set up laptops for questionnaire access at the open evening on Thursday.</p> <p>Morley Matters: a 2-page GB update will go to parents at the open evening, with a full newsletter scheduled for the autumn term.</p> <p>Staff/Governor social: LF to ask her son if he would be happy to organise drinks and glass hire.</p> <p>5. Pecuniary and Other Interests None.</p> <p>6. Membership of the Governing Body Parent and Staff governor elections will be held in the autumn term. A possible candidate has come forward to fill one of the community governor vacancies; SS and NO will meet him. SS will replace Helen Weatherley as link governor for Child Protection. This may change once the GB skills audit has taken place.</p>	<p>LF ask re: drinks/glasses SS: Give survey to Office to send on Parent mail; LF to put link on website</p> <p>Elections in the new term</p>	<p>Sept</p>	<p>SS/NO/EL</p>
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7. Correspondence

Letter from the NUT re: Performance Management
Letter from Woodcraft (copied to local Councillor) re: termination of lettings contract
Letter from a TA re: the skills matrix used in the redundancy selection process.

8. Planning for the next year's meetings

Dates for next year are: 1st October, 3rd December, 4th February, 18th March, 7th May
(budget approval), 8th July

9. Headteacher's Report

The Head highlighted key points to his report.

Achievement of Pupils at the School:

There is a significant improvement on last year's KS1 results, especially at 2c+ and 2b+. This is partly due to the cohort, but targeted strategies have also been effective. Level 3c+ writing results are a little disappointing in comparison; teaching staff will focus on creating more opportunities for extended writing throughout the school.

A GB suggested looking at these children at the end of Y3 to see whether the improvements are likely to transfer into KS2. MC agreed that there will be considerable pressure on Y3 teachers to enable this.

KS2 results are not back yet so the Head's report uses teacher assessments which may or may not prove to be accurate. The delay is due to an issue with twin EAL children who needed a translator to complete their assessments.

Progress figures are excellent, especially in Y6 reading.

Approximately 12 children have taken L6 Maths and English Sats this year.

Quality of Leadership in and Management of the School:

Rates of progress for lower attaining pupils are also better than expected, except for Y3 and Y4 Maths. The main reason for this is poor attendance from certain children who then miss out on targeted strategies which are deemed to be working for children with better attendance. A further issue with maths is that parents are sometimes less able to provide support at home than with reading and writing.

<p>10. SIP visits <u>Target 3: Quality of Provision (The Curriculum)</u> CH highlighted the main points: ICT progress this year has been considerable and is attributed to coherent leadership from CH and Karl Brown, the new laptop trolley and an increase in confidence and ambition with Starz. Evidence around Mathletics is currently anecdotal but confidence and engagement is growing.</p> <p><u>Target 4: Quality of Provision (Care, Guidance and Support)</u> RHD highlighted the main points: Marking suits literacy but less so numeracy, and feedback varies tremendously. The school's policy is not always being followed consistently by teachers, for example the symbol for verbal feedback is not always being applied even though verbal feedback is being given. MC is working to improve consistency, further, in this area. It is clear that the children understand the term 'assessment for learning' and have expectations from their teachers in relation to this.</p> <p>11. Prospectus The GB is happy with the format and wording in the 2011/12 prospectus. MC will add more recent data and pictures to create a new version for circulation to prospective parents in the autumn.</p> <p>12. Audit of GB Effectiveness SS and NO to collate GB responses and file on-line.</p> <p>13. GB Skills Audit GBs completed individual skills audit sheets. SS and NO to use responses to inform review of committee structure and membership in the autumn.</p> <p>14 Policy Reviews: 14.1 School Dress Code: The policy was ratified without amendment. It may be necessary to hold a referendum on a school uniform in the autumn if questionnaire responses suggest that a significant number of parents are keen. 14.2 Teacher Appraisal and Capability: This is a model template from EPM which needs to be adopted by 1st September. A GB: Is it much different to the processes already in place? MC: Not especially, apart from the timescale for removal of an under-performing teacher. But this is not the focus of the policy. The GB approved the adoption of the policy. MC now needs to add in Morley-specific data before it can be ratified in the autumn term.</p>	<p>Type up and circulate visit</p> <p>File Audit</p> <p>Complete skills audit</p> <p>Add Morley data to model policy</p>	<p>Asap</p> <p>By 13 July</p> <p>For next meeting</p>	<p>RHD</p> <p>NO/SS</p> <p>NO/SS</p> <p>MC</p>
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<p>15. Committee minutes 15.1 Curriculum Committee minutes 23rd April 2021: There were no comments or questions</p> <p>15.2 P&P Committee minutes 14th May 2012: There were no comments or questions</p> <p>16. School Building NO talked about recent plans for the school building. The LA have commissioned plans to modify the school buildings, based on the premise that the EY building is not fit for purpose.</p> <p>One option is to move EY to the main site, with the building of new classrooms and facilities, and refurbishment of the outside spaces. This option is favoured by MC for a number of reasons, including better integration between staff and children; safety concerns over EY children crossing the road at least twice a day; and removing some issues with transition from EY to Y1. The tennis court on the EY site would be remodelled as an all weather sports pitch, and the school would also retain some of the large EY garden, but the house and part of the garden would be put to another use by the LA, or sold.</p> <p>A decision could be made as soon as Jan 2013, but note that other schools in the county will also be going through this process and we cannot know yet where Morley sits in terms of priority.</p> <p>Staff have not yet been notified fully of the plans. A GB buildings working group would be set up when required.</p> <p>The LA requires GB approval of the option to move EY to the main site, by the end of term. After a short discussion the GB approved the plan in principal.</p> <p>17. AOB The School Fete: This raised £5,000 this year. SS will write to Shelley Scripps, Chair of Friends of Morley to thank her for her hard work on behalf of the GB.</p> <p>18. Date of next meeting: 1st October 2012 Committee minutes – Curriculum (25/06), Finance (10/007), Facilities (July tbc) Documents to Clerk by 20th September please.</p>	<p>Write to Shelley</p>		<p>SS</p>
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Future points to be discussed		when	who with
Items and issues for main governing body meeting		Recommendations	
Notes for other committees	Suggested action		
Dates of future meetings: 1 st October 2012 3 rd December 2012 4 th February 2013 18 th March 2013 7 th May 2013 (Nb this is a Tuesday) BUDGET 8 th July 2013	Comments / Agenda		

All decisions pay due regard to the school's equality policy and the Equality Act 2010.