



## MINUTES OF GOVERNORS' MEETING HELD ON WEDNESDAY 16 OCTOBER 2013

### **Present**

Mr J Airey, Mrs C Burt, Mr M Dunphy, Dr N Kaiper-Holmes, Dr G Lodge, Mrs R McHenery, Mr G Mitchell, Mr J Settle, Mr K Shields, Mrs H Smith, Mr S Smith, Mr P Turnpenny

### **Also Present**

Mrs W Fraser (Deputy Headteacher: Curriculum)  
Mr A Souch (Head Boy)  
Mr S Wren (Assistant Headteacher: Raising Achievement)

### **1. Election of Chair and Term of Office**

Mr Turnpenny was re-appointed as Chair of Governors, proposed by Dr Kaiper-Holmes, and seconded by Mrs McHenery. Mr Turnpenny confirmed he was happy to continue his Term for 4 years and this was agreed by all Governors.

### **2. Election of Vice Chair and Term of Office**

Dr Kaiper-Holmes was re-elected as Vice Chair. This was proposed by Mr Turnpenny and seconded by Mr Shields. If there was any implications following the outcome of the Parent Governor Election this would be reviewed at the next meeting. The Term of Office for Vice Chair was agreed at 4 years.

### **3. Welcome and Introductions**

Mr Turnpenny welcomed the following people:-

- Mr Mike Dunphy, Staff Governor
- Alistair Souch, Head Boy

### **4. Apologies**

Apologies were received from Mr K Ellis, Mr N Fawcett, Miss A Ledgeway (Head Girl), Dr H McLure, Miss S Rothera. It was noted that no apologies had been received from Dr Wadsworth.

## **5. Declarations of Interest**

There were no Declarations of Interest. All Governors present signed their Register of Business Interests forms for 2013/14.

## **6. Confidentiality**

The Chairman reminded Governors that discussions which took place at Governing Body meetings should be regarded as confidential and must not be discussed outside the confines of the meeting.

## **7. Governor Update**

Mr Chris Metcalfe has decided to stand down as Local Authority Governor. He was one of the longest serving Governors and thanks were expressed for his service. Mr Turnpenny explained that The Governing Body has three Local Authority Governors, Mr K Ellis, Dr G Lodge and himself and is awaiting notification of the fourth. The closing date for the Parent Governor Election is Friday 18 October at 12 noon and the ballot count will take place on Thursday 24 October 2013.

## **8. Review of Committee Membership**

Discussions took place regarding Governors' membership on each committee. Attached is a copy of the Committee Membership 2013-2014. Mr Turnpenny confirmed that one extra Governor was required for the Personnel Committee; all other committees had the required number of Governors. It was suggested by Mr Mitchell that if one of the current Parent Governors was not re-elected but was eligible to be a LA Governor, he would contact County for their advice – subject to the person concerned wishing to continue as a member of the Governing Body.

Following discussions it was agreed to disband the Partnership Committee, but Governors agreed the importance of keeping the link with Amanda Crossley. Dr Lodge agreed to be the Governor Link with Ms Crossley.

**Action:** The Clerk to contact Miss Rothera to enquire if she would like to be on the School Improvement & Self Review Committee as her second committee.

It was agreed that each Committee would decide the Chair and Vice Chair at the first meeting.

## **9. Terms of Reference: Care & Guidance; Partnership**

Mr Turnpenny explained that there were no Terms of Reference for Care & Guidance and asked that these be drawn up at their Committee meeting. Mr Turnpenny agreed that this did not necessarily have to be completed at the first meeting. Mr Turnpenny confirmed that there were Terms of Reference for all other Committees.

## **10. Review of Governor Links**

After discussion, amendments were made to the Governor Links to Faculties – please see attached sheet.

Action: Mr Mitchell to speak with Dr Wadsworth regarding being Governor Link for Modern Foreign Languages. Mr Mitchell to speak with Miss Rothera regarding being Governor link for Skills for Life.

### **11. Review of Special Responsibility Areas**

Following discussions, some changes were made to the Governor Faculty Links – please see attached sheet.

### **12. Governor House and Student Links**

The Governor House links remain the same with the addition of Mr Dunphy in Oglethorpe. Mr Mitchell reminded Governors to refer to the school diary for dates of school evening events and also attendance at the House Celebration Evenings which will take place in July 2014.

### **13. Examination Results: 2013 (presented by Mr Steve Wren)**

The Examination Results Report which was distributed prior to the meeting was reviewed at length.

- All Governors had read the report and expressed they would like to compare how Fulford, Boston Spa, Wetherby and King James' Schools had achieved. Mr Wren agreed to update them once this information was available.
- The question was raised if there was an impact on how many times a student can re-sit an exam. Mr Wren explained that students can re-sit for their personal benefit, but only their 1<sup>st</sup> result will count for the school's results
- Students pay for their re-sits; the school only pays for one entry
- At KS4 the school's performance was not as good compared to 2012. Mr Wren explained the key area was overlap. A larger number of students attained either GCSE Maths or English, but not both. Also the intervention programme that was put in place for 2011/12 could not be put in place last year due to staffing limitations
- Regarding Year 11 students for 2013/14, Head of Faculties, Mr P Walker; House Leader and Mr Wren have met and identified the students that need targeting
- Mr Mitchell confirmed there was a structure in place for intervention and a tracking system was secure
- Mr Mitchell explained that there was the possibility of providing extra tutoring in English as had been in place for Maths previously, but reminded Governors that this role was not in the staffing structure
- Mr Wren confirmed that Faculties run intervention programmes for 'high risk' students
- Individual subject results were discussed and whilst it was agreed that some subjects needed addressing, recognition was given to the excellent results attained in Art and English Literature
- Discussion took place regarding the English Baccalaureate and Mr Mitchell confirmed that conversations do take place with students who the school feel would benefit from taking this option

### **14 School Aims and Strategic Priorities 2013/14**

Mr Mitchell stated that the School's aim is to be an 'outstanding' school in 2015/16, Following lengthy discussions regarding the option of looking at the Aims and Priorities in more detail, the School Aims and Strategic Priorities 2013/14 were approved.

## **15. Pay and Performance Development Policies**

Mr Mitchell confirmed that both Policies had been circulated to staff, discussed at meetings with professional associations and undergone regional union consultation. Amendments have been made and the documents re-circulated. All governors were in favour in adopting the two policies; proposed by Dr Kaiper-Holmes and seconded by Mr Shields.

## **16. Health & Safety**

Mr Mitchell explained the Student Support Team member who had sustained an accident in school in January would be returning to work on a phased return over 5 weeks. Following an assessment by NYCC, some changes have been put in place to assist the member of staff's return to work.

Mr Mitchell said a member of the Site Team staff had sustained an injury at the Year 11 Leaver's Ball in June, by slipping on a small spillage. This member of staff has now returned to work.

## **17. Any Other Business**

It was highlighted that the School Prospectus had not yet been uploaded on the School's website. Mr Mitchell confirmed this would be addressed.

Governors were informed of the following committee meetings:-

Finance	-	6 November 2013 at 5pm
School Improvement & Self Review	-	14 November 2013 at 5pm

## **18. Meeting Dates**

Governors were informed of the dates for Full Governors' Meetings:-

Thursday 14 November 2013 at 6.30pm  
Tuesday 4 March 2014 at 6.30pm  
Monday 16 June 2014 at 6.30pm

The meeting closed at 9.20pm

Signed: .....  
(Philip Turnpenny, Chair of Governors)

Date: .....