



MINUTES OF FULL GOVERNORS' MEETING HELD ON MONDAY 17 NOVEMBER 2014

Present

Dr J Airey (JAI), Mr M Dunphy (MDU), Mr N Fawcett (NFA), Mr D Gluck (DGL), Dr G Lodge (GLO), Mrs R McHenry (RMc), Dr H McLure (HMc), Mr K Shields (KSH), Mr M Sibley (MSI), Mrs H Smith, (HSM) Mr S Smith (SSM), Mr P Turnpenny (PTU), Dr A Wadsworth (AWA)

Also in Attendance:

Mrs W Fraser (WFR), Deputy Headteacher: Curriculum
Ms C Mulhern (CMU), (Deputy Headteacher: Care & Guidance
Harry Savage, Head Boy
Katie Wannop, Head Girl
Mrs C Earl (CEA), Clerk to the Governing Body

1. WELCOME

Mr Turnpenny, Chairman, extended a welcome to everyone. Katie Wannop, Head Girl introduced herself - a Year 13 student studying Maths, Further Maths and German, hoping to study Maths at University

2. PRESENTATION FROM i2i

Unfortunately this presentation was postponed by i2i as funding approval needs further exploration.

3. APOLOGIES

Apologies had been received from Chris Burt. Consent for this apology was approved by those present.

4. CONFIDENTIALITY AND DECLARATION OF INTEREST

- There were no Declarations of Interest
- The Chairman reminded all present at the meeting 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.

5. MINUTES OF MEETINGS HELD ON 16 JUNE 2014 and 16 OCTOBER 2014

The minutes of the meetings held on 16 June 2014 and 16 October 2014 were accepted by all present as a true and accurate record (JAI proposed and NFA endorsed).

6. MATTERS ARISING

Meeting - 16 June 2014

Terms of Reference – due to the re-structuring of the Governor Committees, new Terms of References will be required for the Resources Committee and School Development Committee. PTU advised that at another school that he was involved with, the Governors were re-drafting Committee Terms of Reference, based on the 2 Committee model set out in the Local Authority's document of April 2013. When this work was completed we could see if their Terms of Reference were appropriate for us. This course of action was agreed and in the interim the existing Terms of Reference would be used.

Year 13 Destinations – MSI confirmed the current number of students in Year 12 as 142 rather than 150 as predicted. Much time has been spent analysing data and student outcomes, and Review Meetings of the summer results have taken place with all KS5 leaders.

Child Protection Training – CBU will confirm at the School Development Committee meeting on 26 November whether or not she has completed the Level 2 training. It was agreed that it would be beneficial for more than one governor to complete this training.

Action – *CEA to liaise with Amanda Crossley regarding the possibility of training through the STAR Alliance.*

Professional Development for Support Staff – this now comes under the remit of David Ferrett, Business Manager who is working on developing an appraisal processes.

Parent Consultation Evenings – CMU confirmed that all House Leaders now follow the same action regarding communicating with parents to ensure a high level of attendance at such evenings.

Open Classrooms – MSI explained that Open Classrooms had taken place over the last 2 weeks. 55 members of staff had engaged with this, compared to 70 last year. He believes the reduction in number was due to marking commitments following Year 11 mock examinations.

Ready to Learn – MSI confirmed that his was re-launched in September 2014.

A comment was made regarding the small amount of usage of Iris (a camera tool used to film lessons which can then be shared with colleagues and provide feedback for teachers). MSI confirmed that Steve Wren would be looking at this.

Health & Safety – items were addressed at the Resources Committee meeting on 17 November 2014.

Meeting - 16 October 2014

Examination Results – the comment that no parental complaints had been received regarding the English Teacher was challenged. One parent governor confirmed that he had complained to Mr Kumar, Mr Walker and Mr Mitchell about the teacher in question and believes other parents had also. MSI assured governors that as Headteacher, he would ensure all complaints are responded to.

MSI confirmed that a letter of complaint to the Examining Board had been sent regarding the standard of marking of some exam papers.

Review of Committee Membership – concern and disappointment was expressed from a governor that the agenda stated 'Review of Membership', but in fact, a review of the structure of committees took place at the meeting. Comments were made that if this had been made clearer on the agenda, those governors who were unable to attend could have submitted their opinions for consideration. It was highlighted that MSI had brought this matter up at the first Full Governors' meeting on 17 September 2014. It had been flagged up by Keith Worrall at his presentation to Governors on 1 October. The proposal was adopted unanimously after discussion by Governors at their meeting on 16 October. MSI explained that the re-structuring of committees is a means to develop higher levels of Governance in schools.

(DGL left the meeting at this point).

Review of Faculty Links - MSI informed governors that the School Safeguarding audit will be discussed at a meeting on 9 December 2014 at 3.45pm and encouraged 2/3 governors to attend. Please let CMU know, if you wish to attend.

Governance Action Group: It was confirmed that a small group of governors had met and another meeting is arranged for mid December regarding governance issues.

Headteacher Development Review – this took place on 12 November when objectives were set.

7. HEADTEACHER REPORT

(1) Staffing

Questions were raised regarding the members of staff on long term absence. CMU confirmed the Learning Support Team was covering Jeanette Hodgson's teaching commitments and Christine Leather's teaching was being covered by a Cover Supervisor. CMU has taken over as the Lead of the Autism Team. It was felt that in light of the changes in the Code of Practice and structure of the Faculty, and the high level of need of some students, support was required, for Mel Carroll; Faculty Leader for Learning Support. The two members of staff are not expected to return imminently.

(2) Tracking

Governors were informed of an error in the GCSE table - % 5 or more A*-C inc English and Maths for 2014 should read 67%, not 64%. Governors expressed their concern with 66% for 2015. MSI re-assured them that students had another 6 months of learning to complete and staff had been asked

to be conservative with their tracking. MSI explained that he would have a clearer view of the school's expectations towards March 2015.

Concern was raised that 7 students receiving Pupil Premium may not achieve 5 A*-C grades.

MSI explained that Steve Wren and Andy Sykes had attended the launch of the new Fisher Family Trust software. The FFT have calculated that:-

Progress 8 measure – TGS are in the top 30% of school nationally for 2014 and

Attainment 8 measure – TGS are in the top 20% of schools nationally for 2014

(3) Attendance

Question: if a Sixth Form Student only has 1 hour of lessons a day, does that calculate as 100% attendance?

Answer: attendance is based on 2 registrations a day ('am and 'pm').

Action: MSI agreed to provide more clarity as a separate issue.

(4) Exclusions and Inclusions

It was asked if Permanent Exclusions could be included in future tables. CMU agreed to provide this.

Question: do the figures represent a good trend?

Answer: Yes, very good and they are not a result of behaviour issues being diluted by staff.

CMU confirmed that the 3 Exclusions (which were fixed term exclusions not permanent) were students with very complex needs and this figure confirms the positive effective of Internal Exclusion.

(5) School Development Plan

MSI explained that to ensure he highlights the correct development priorities, a large amount of his time, this term, has been concentrated on reviewing data.

Question: What is 'Wave 1 quality first teaching'?

Answer: ensures the needs of all learners are met in the classroom in relation to the new code of Practice. Wave 2 is intervention.

(7) Review of Examinations 2014

PTU wished to express congratulations to Helen Lawson, Examinations Manager and her team for the delivery of a very smooth exam cycle in summer 2014. A total of 11,000 exams were taken by students, at a cost of £143,000.00. WFR explained that although the system had changed to linear, the same amount of exams were taken, therefore no reduction in the cost.

Action: MSI agreed to ascertain how many of the amended results were for Maths and English.

A discussion about re-marking of exams took place; more people are aware they can challenge Exam Boards and more are directly from parents whereas previously they would only be from the school.

(8) Key Stage Meetings

KSH and RMc gave very positive feedback and commented how beneficial they had found the SLT KS4 'floodlight' meeting they attended when discussions took place about intervention planning. MSI advised there would be an SLT KS5 meeting on 11 December and encouraged a couple of Governors to attend. Please let CEA know if you wish to attend (first come, first served).

(11) Parental Engagement

MSI advised that 'Culture of Excellence' Parent Forums were taking place on 2 and 3 December 2014 and extended the invitation to all Governors

(13) Partnerships

MSI advised that Fran Bostyn, Careers Advisor was leaving and the school is currently in the process of recruiting a replacement.

(15) Premises

Concern was expressed that CCTV had been installed, but Governors were not aware of this until some , who were parent Governors, received a letter from the school advising of this. The Safeguarding audit had highlighted the need for this and therefore governor approval should ordinarily have been sought. CMU apologised, but presumed that as this issue had been highlighted, it would have automatically been discussed at a Premises Committee meeting.

Action: MSI to inform Governors of costings (Resources Committee)

Governors agreed to adopt the Headteacher's Report. Governors were happy with the format and it was agreed that future reports follow the same format. It was confirmed that any data omitted would be covered at the Committee meetings along with updates being included in the Weekly Bulletin that is emailed to Governors. One Governor was uncertain what Friday Five was which is referred to in the Weekly Bulletin. MSI explained that it is when students are nominated by staff for their efforts and achievements and rewarded by Martyn in a personal way.

8. COMMITTEE REPORTS

The first meeting for the School Development Committee will take place on Wednesday 26 November, therefore there was no report.

The first meeting for the Resources Committee had taken place just prior to the Full Governors' Meeting and minutes would be circulated. PTU gave a brief overview of items that were discussed:-

Finance:

- A further meeting has been arranged for 17 December to review the financial position as the staffing spreadsheet has not been updated
- Parental donations – an email has been received suggesting that at the start of each academic year a donation is made to the school from parents. It was agreed for an audit to take place to ascertain how much money is being requested and how many parents are responding.

Action: MSI to research how other schools operate and DFE to investigate further and report back to the Resources Committee.

HR:

- Resources Committee Governors approved the updated Pay Policy – Full governors gave their approval
- Outcome of Pay Review for staff – (staff governors, CMU, WFR, Head Boy and Head Girl were asked to leave the meeting at this moment). The Resources Committee were happy with the process MSI had put forward and the other governors were asked to endorse this. Concern was expressed that Governors had not been supplied with more details, but PTU confirmed it was only the 'process' that all governors were asked to approve. Once this had been made clear, governors gave approval of the process. (All individuals who had left the meeting were invited to return)

Premises:

- MSI explained that several schools in North Yorkshire had been placed in a National pool of £2billion to refurbish/rebuild schools. TGS is one of those schools and will be notified in December whether or not we have been successful

9. GOVERNANCE REVIEW

As previously stated, the working party have met and have another meeting arranged for December.

10. COLLABORATION

10.1 STAR Alliance

- A lot of activity in the Headteacher Group
- Governor training on Ofsted Inspections was well received by alliance members
- Steering Group election process is being developed

10.2 Post 16 with Sherburn High School

- Viability of individual Sixth Forms; there are issues with the funding of small teaching groups
- Questionnaires have been completed by students involved with the collaboration and the feedback is very positive from both schools. The only issue that was highlighted was Student Support, but WFR feels the meaning of this may have been misunderstood by students due to the wording of the question
- Harry and Katie shared their comments; whilst neither attends lessons with students from Sherburn, they are aware that Sherburn students achieve good results and feel they are integrating with other student better this year. They believe that TGS students may have some apprehensions about attending Sherburn and feel it would be beneficial to offer them the opportunity to have a look around the school/taster days. MSI and WFR agreed with this and it is something they are exploring.

Action: MSI/DFE to attain costs incurred of the collaboration and report to the Resources Committee

Question: What effect will the new A Levels have on the collaboration?

Answer: This is presently being addressed by the SLT.

11. HEALTH AND SAFETY

There were no Health and Safety issues to report. Governors approved the amended Health & Safety Policy with one minor adjustment.

12. CORRESPONDENCE

PTU read out a letter he had received from Jill Hodges regarding a mini conference being held on 28 January 2015 on Implementing the recommendations for the NY School Improvement Commission. KSH is already attending and MSI agreed to attend also.

Action: CEA to book MSI on

Discussions took place regarding an email received from a parent regarding girls' school uniform. Governors were reminded that this subject had been addressed previously at the Full Governors Meeting on 27 May 2010 when the majority vote was that the current uniform for girls be maintained. Governors agreed that if blazers were introduced as part of the girls' uniform, it should be compulsory rather than optional. MSI was happy to review the school uniform in greater depth and CMU asked that students be involved in the process. It was agreed for 3 Governors (NFA, AWA and RMc) along with the Head Boy and Head Girl, to meet and discuss school uniform for Years 7-11 and report back.

Action: AWA to arrange meeting

CEA informed Governors of an Information Session taking place on Wednesday 26 November at The Parsonage, Escrick, 5.30pm – 7.30pm regarding the Reconstitution of Governing Bodies. If any Governor is interested in attending, please inform CEA.

13. ANY OTHER BUSINESS

There was no further business to discuss.

The date of the next Full Governors' meeting is Thursday 12 March 2015.

The meeting closed at 8.20pm.