



PART 1 MINUTES

Meeting:	4 – Local Governing Body	Date / Time:	25 March 2015 at 16.30	Location:	ISCA Ted Wragg Multi Academy Trust
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Attendees:	Initials:	Governor Type:
Gina Woodcraft	GW	Trust (Chair)
Nigel Watts	NW	Trust
Ian Rogers	IR	Trust
Helen Crossfield (left 18.57)	HC	Trust
Anthony Boulton	AB	Trust
Beverley Martin (left 16.50)	BM	Staff (Head)

Attendees:	Initials:	Governor Type:
Brahm Norwich	BN	Parent
Bernard Dugdale	BD	Trust
Rachael Brown (left 18.57)	RB	Staff
Tracey Spink	TS	Trust
John Staddon (left 18.30)	JS	Trust
Michael Trimble	MT	Trust

Apologies:	Initials:	Reason:
John Potter	JP	School business
Kate Campbell-Bellis	KCB	Ill
Saxon Spence	SS	Trust
Carrie McMullan	CM	School business

Absent without Apology:	Initials:

In Attendance:	Initials:	
Sue Fielder	SF	Staff
Roger Fetherston	RF	Trust
Simon Weir	SW	Staff
Jo Duffin	JD	Clerk
Ali Moxey	AM	Staff

Minutes To:
Attendees

Min. No.	Actions & Decisions:	Owner:	Date Due:	Date Actioned:
4/1.1	<p>Apologies Apologies for absence were received from Saxon Spence, Carrie McMillan, Kate-Campbell-Bellis and John Potter. GW welcomed Sue Fielder to the meeting. GW welcomed and introduced Mike Trimble as the new Finance Governor. Everyone introduced themselves and Mike spoke about his background. BM is leaving the School and this is the last LGB meeting she will be attending. On behalf of the governors, GW thanked BM for her contribution to the School and BM responded.</p>			
4/1.2	<p>Declaration of Business Interests No Business Interests were declared for this meeting and JD advised that if a new interest arises before the next meeting she should be notified so that the individuals form can be updated.</p>			
4/1.3	<p>Correspondence Receipt of recent correspondence was noted.</p>			
4/2.1	<p>Minutes of the Meeting Held on 11 February 2015 The minutes were agreed as a correct record and signed by GW.</p>			
4/2.2	<p>Matters Arising Not Included Elsewhere <u>Action 3.2</u> JD reported the policies have been amended.</p>			

	<u>Action 3.8</u> AB reported that the Governors Visits Policy was discussed at the Resources Committee and is being revised by HC			
4/2.3	Other Matters Arising GW reported that BN, TS, RB and GW had met to discuss the behaviour principles and this will be taken to students after Easter.	Action 4.1 GW	20.5.15	20.5.15
4/3.1	Principal's Report BM responded to the questions raised by GW prior to the meeting. BM advised that some elements are graded as outstanding as this is required in order for the overall judgement to be 'good'. BM confirmed that the headline results will be corrected. BM advised that SW will discuss progress and this information will be more up-to-date than the Principals' Report. BM advised that SF will discuss current subject performance.			
4/3.2	Format of Future Reports GW noted that on this occasion there had been no response to the questions raised and was keen that they start with a clean slate. IR noted that the current layout is a pre-written OFSTED reply. SW noted that the SEF and report should never be combined and RF noted that OFSTED would require narrative. SW distributed document 'Reporting to Governors' and asked governors to grade the statements on P1 and 2 as amber, red or green depending on how they felt governors feel the statements apply to the Isca LGB. <u>Proposals and Changes</u> SW proposed that the quality of teaching in the Principal's report be reduced to 4 categories with grades as whole numbers between 1 and 4. SW advised that all lesson judgements will be done with a trained senior leader. SW noted that Isca had lost 6 days due to exclusion in term 4 compared to 43 in term 1. This makes Isca the second lowest excluding school in the area. GW asked what had changed and SW replied that the culture had changed. HC asked about attendance data and SW advised that this is included in the behaviour and safety section. SW reported that there will be 3 30 minute lesson observations with feedback per year per member of staff. This will be trialled in the summer term and SW will discuss the notice period with teachers. TS asked whether the rest of the school is aware of the collaboration with St James'. SW replied that it had not been hidden but it has been discussed in greater depth with governors because of the need to know. RF noted that the collaboration is positive and will bring opportunities for staff. BD asked that as Isca members of staff are visiting other schools will, will other schools visit Isca and SW replied that they are working towards this. AB noted that it's important to be clear that this is two way; we are part of the TWMAT and it's beneficial to share best practice. <u>Other Principals' Reports</u> SW referred to the 3 previously distributed Principal's Reports from other schools. TS preferred not to have a background image; HC noted that it is good to have different people contributing and the importance of continuity of writing style and presentation were discussed. RB noted the importance of it being concise and not taking too long to prepare. IR enquired about financial implications and SW said he will look at this. <u>St James' School Key Performance Indicators</u> SW distributed the above document and noted that terms will be added as the year progresses. NW noted that 4 years is a lot to include. It was agreed that GW and SW will work on the next Principal's Report together and then seek feedback. HC noted that it would be beneficial to have it earlier as this would allow better preparation. MT noted that if the report is improved there will be fewer questions. TS noted that it's good to be asked and could the same be done with parents. SW replied that a working party will be established led by JP. It was agreed that LGB meetings will be rescheduled to the start of terms so that more up-to-date data can be included.			
4/3.3	Pupil Premium/Disadvantaged Children SW reported that the term disadvantaged children is FSM, FSM+6 and children	Action 4.2 SW Action 4.3 JD	20.5.15 20.5.15	To Jul meeting 20.5.15

	performance in other schools) and that the licensing issues were discussed.			
4/3.10	<p>Report from Governors with a Specific Role</p> <p>HC noted that HR issues will be taken to the Resources Committee.</p> <p>BD reported that the designated lead for Safeguarding and their second are on sick leave but that the area is being covered.</p> <p>TS noted that the exclusions area had gone quiet and had spoken to Ben who confirmed that it is quiet. SW advised that it is about provision and governors are welcome to visit the Link.</p> <p>GW invited governors to consider the structure of the LGB and propose changes they feel are appropriate.</p>			
4/4.1	<p>SEND Policy</p> <p>BN advised that the policy needs to replace the one on the website which is out of date. BN noted that if the school is setting up a new structure to improve pupil premium, it would be an excellent opportunity to extend this to students with SEND. The policy was agreed.</p>			
4/4.2	<p>Children in Care Policy</p> <p>The policy was agreed.</p>			
4/4.3	<p>E Safety/Data Protection Policy</p> <p>The policy was agreed.</p>			
4/5.1	<p>Governor Training</p> <p>GW reported that she had attended the Chair's Update and had feedback to relevant governors on OFSTED visits in Devon.</p> <p>SW invited governors to attend the Mama Mia production and governors encouraged the school to put on a big production to include the community.</p>			

Next Meeting:			
Date / Time:	20 May 2015 at 16.30 15 July 2015 at 16.30	Location:	ISCA Ted Wragg Multi Academy Trust

Signature of Chair to Agree the Minutes		
	Date:	