



Minutes of the Governing Body held in school on
22nd May 2015 at 4.30pm

Parent Governor		Community Governor	
Mr M Cox	Ap	Mr C Hassall (Chairman)	p
Mr A Davies	p	Mr J Hamnett	Ap
Mrs P Bettany	Ap	Mr M Drew (Vice-Chairman)	p
Mr J Overend	Ap	Mrs J Wallbanks	p
Mrs J Woodward	Ap	Mr N Taylor	Ap
Mrs V Harvey	p		
		LA Governor	
Staff Governor		Mr P Potts	Ap
Miss L Lafine	p	Mrs J Bridgett	
Mrs A Gibson (Headteacher)	p	Mr R Leadbeater	p
		(P=present, Ap=apologies)	

Also in attendance: Mr R Wood (Deputy Headteacher), Mrs Rowley (Assistant Headteacher), Mr Skelding (Assistant Headteacher) and Mrs Sawyer (Clerk)

Mrs Sawyer chaired item 1 on the agenda

1. Constitution of Governors

The constitution was agreed at the last meeting and confirmation has been received from Governor Services that the proposed constitution was accepted. Governors were asked to ratify the constitution.

a) Co-opted Governors

The governors who are remaining in their current governor position were asked to accept the nominations from governors to continue as co-opted governors. All accepted.

b) Vacancies

There are a number of vacancies within the new constitution: 2 parent governors and 3 co-opted governors. Mrs Sawyer gave governors information from previous possible candidates and their background information. Governors agreed that one of the co-opted positions would be offered to a Support Staff member of staff, one would be offered to a contact of a current governor and the remaining would be offered to [REDACTED] who has an industrial scientific background which governors felt would be an asset. It was agreed that Mrs Sawyer would contact all three vacancy nominations to confirm their interest in becoming a governor at the school. Mrs Sawyer also agreed to send the parental nomination forms to all current parents together with new Year 7 parents.

c) Nomination for Chair and Vice Chair of Governors

Mrs Sawyer has received nominations for Mr Hassall to continue as Chair of Governors and Mr Drew to continue as Vice-Chair of Governors. All present accepted the nominations and voted in favour of Mr Hassall and Mr Drew continuing.

d) Nomination for Chair of Committee meetings

Mrs Sawyer has received the following nominations for chairs of committees: Mrs Wallbanks for Pupil & Curriculum, Mr Hamnett for Finance and Premises, Mrs Bettany for Personnel and Mr Leadbeater for Review. All governors accepted the nominations.

e) Committee Membership

It has been requested of Governors that they commit to attend 2 committee meetings each term together with the Full Governors meeting. Governors contacted Mrs Sawyer prior to the meeting to suggest which committees they would attend. Governors agreed with the placement of governors on committees and hope that with the recruitment this term committee meetings will be well attended.

f) Skills Audit

Governors have completed a skills audit and Mrs Sawyer issued a report on the results. There are a few areas where there is limited knowledge and governors hope that with the new recruitment, these areas of expertise can be filled.

Mrs Sawyer was thanked for her input.

Mr Drew took over as chair of the meeting for the next few items.

2. Apologies were received from Mr Hamnett, Mr Taylor, Mrs Bettany, Mr Overend, Mrs Woodward, Mr Potts, and Mr Cox. Governors accepted the apologies. Mrs Sawyer confirmed that the meeting was quorate.

3. Governing Body Matters

a) Changes to Membership since the last meeting.

Mrs Sawyer confirmed that there have been no changes to the membership following the last meeting.

b) Confidentiality

Governors were reminded that all discussions are confidential until the next meeting where minutes are discussed and ratified.

c) Declaration of interests relating to the agenda

None declared.

d) Code of Conduct

Mrs Sawyer asked governors who were absent at the last meeting to sign the Code of Conduct.

(Mr Davies arrived at 5.15pm)

4. Minutes of the previous meeting

The minutes of the previous meeting held on 25th March 2015 were received by governors prior to the meeting.

Governors confirmed that they were a true reflection of the meeting and were signed by the chairman.

Matters arising

The Technology roof will be replaced during the summer holiday and will be fully funded by Staffordshire County Council.

There has been some online fundraising for our partner school in Nepal following the recent earthquakes. The current figure is £6,000. The fundraising is to restore education with the longer term plan to help to re-build. £2,000 has been sent to Nepal following a non-uniform day which was for emergency aid. This supported 137 families giving them 1 month's supplies.

a) Confidential items

Governors went through the minutes and confirmed that there are no items to be removed from the public document.

Mr Hassall thanked Mr Drew for chairing the beginning of the meeting and took over as chair.

5. Headteacher's Report

Mrs Gibson tabled her report for governors. Mrs Gibson explained that much has happened since the last meeting.

Ofsted arrived in school and confirmed that we are indeed a Good school and they affirmed the many outstanding features of life at Endon High School.

Year 11 – Year 11 students are half way through their GCSE exams. No-one has been sent on early study leave this year. A celebration took place on 22nd May during the afternoon however; pupils will remain in school until Friday 5th June. The Year 11 team have been working together to support pupils since Year 7.

Governors asked how the PPG pupils are doing.

Mrs Gibson confirmed that there is no data available at the moment. All pupils are engaged and extra support has been given. The success of the phenomenal programme of support will be analysed once the results are in.

PAN – following the allocation of places in March the appeals process has taken place and the number of students due to start in September stands at 143 which is 3 over PAN. Transition days are planned for July along with new intake evening for parents. There are currently 706 pupils on roll.

Head Boy/Girl and Prefects appointments – Head Boy, Head Girl and their deputies have been appointed from a superb calibre of applications. 105 applications were received from a cohort of 139 pupils in Year 10. Out of the applications, there are 93 students already ticking the boxes to become positive role models in all aspects of school life and will become Prefects.

Achievement and Progress – Latest headline figures following the last data collection point show 5 A*-C stands at 76% but a figure of 79-80% is a realistic final outcome and 5 A*-C including maths and English is now at 68% up on the mock position of 57% and above the 65% achieved in 2014.

English 3+ and 4+ LOP – figures are showing significant improvements on last year's final figures of 63% and 24% respectively. PPG pupil's performance in English is also indicating that there should be improved performance in 2015.

Maths 3+ and 4+ LOP – both are improved from the Year 10 report and they compare very favourably to last year's position with last year being above last year's results at this stage. PPG performance for 3+ LOP is much higher than at mocks but down on 4+LOP on the same stage last year.

Curriculum – Year 9 pupils have selected their options. The change to the options process has not had a huge effect on any subject.

Staffing update – a number of positions have been filled this term following early retirements and maternity cover.

Staff Performance Management – we are in the process of completing the third round of teaching evaluation reviews. Mr Skelding continues to support staff where their reviews highlight aspects of their practice which is "developing".

Governors asked if staff perceive this as an internal observation.

Mr Skelding confirmed that it was a 2 way process and staff can receive coaching and observations of other colleagues. Various support is offered together with DTL support.

School Development Plan – A different approach will be taken this year reflecting on the Ofsted Report. The SDP needs to be more creative and reflective. One area that Ofsted

withheld Outstanding was with behaviour. This judgement lay in one single statement from the framework “constantly display a thirst for knowledge and a love of learning”. Thirst for knowledge will be the central theme for the SDP. Mrs Gibson explained that she wants all to aspire to raise the bar to achieve more throughout work, life, etc. A training programme and planning time will be invested to encourage a thirst for knowledge.

Governors acknowledge that the concept is liberating and that school will be going back to what we value.

Finally – Mrs Gibson would like to give her sincere thanks to governors for their support personally and to the wider school community throughout this year. The commitment from governors this year especially, is unprecedented. There has been an immense call on time of governors and their skills and expertise has been valued.

Mrs Gibson was thanked for her report.

7. Reports

a) Chair Actions

No actions have taken place since the last meeting.

b) Committee meetings

Review Committee met on 23rd April 2015

Governors were given a copy of the draft minutes of the meeting.

Governors received a presentation from Mrs Greenwood, DTL of Technology who gave a presentation of her future vision for the department. Mrs Greenwood has requested equipment and assistance from the Finance committee for 6 laptops.

Governors also received a report from Mr Legomski, DTL of PE. Endless examples of success from over 50% of pupils who are involved in sports.

A science update was received from Mr Wood. Progress has been made and a new DTL appointed.

Pupil & Curriculum Committee met on 29th April 2015

Governors were given a copy of the draft minutes of the meeting.

Subject Ambassadors attended the meeting to do a presentation on their roles in school.

They are involved in many areas of school and the community.

Governors received a curriculum update from Mr Wood and IAG report from Mrs Sawyer.

Progress 8 was discussed in length following Mr Leadbeater's attendance at a recent conference.

A number of policies were reviewed.

(Mrs Harvey left the meeting at 6.50pm)

Personnel Committee met on 6th May 2015

Governors were given a copy of the draft minutes of the meeting

Governors were given a staffing update from Mrs Gibson. Governors were informed of Whole School Support by Mr Skelding and a number of policies were reviewed.

Finance and Premises Committee met on 14th May 2015

Governors were given a copy of the draft minutes.

Mrs Greenwood, DTL Technology requested finance support for 6 laptops which governors agreed to support.

An ICT plan was received by Mr Skelding which will form ongoing discussions.

Budget reports were received.

Governors reviewed the budget for 2015/16. Governors agreed that the correct decision was made to go through a re-structure to enable the school to balance the budget. Governors accepted the budget for ratification.

Governors were asked to accept and ratify the budget for 2015/16.

All governors agreed and accepted.

c) Policies

A number of policies have been updated and reviewed at the various committee meetings: ESafety; BTEC Recognition of Prior Learning; Management of Violence and Aggression; Social Networking for staff; Charging; Performance Management; Bullying; Child Protection; Homework; Pastoral Care; Uniform; MARR.

Governors agreed with the policy updates accepted the policies for ratification.

d) Link Governors

The Departmental Self Review Schedule for 2015/16 was given to governors for information.

No Link Governor reports were received.

A new schedule for department review and governor feedback was issued to governors together with the template requested for their feedback. Mrs Sawyer agreed to send this electronically to governors.

8. Governors information

Information from the Staffordshire County Council's Ebag has been put together for governor's information and discussion.

1. Appointment of LA Governors (appendix 1) – for information
2. Penalty Notice for Leave of Absence – documents attached for information
3. The new DfE Guidance on School Exclusions (appendix 2) – for information
4. Workload Challenge – attached document for information
5. Ofsted - Changes for September 2015 – for information
6. Careers Guidance – attached document for information
7. Admission Arrangements 2016/17 – attached document for information

10. Any other Business

Debt Write off

Governors were advised that there is an outstanding debt of £200 from 2012 following the visit to the Olympic Park. The London Organising Committee of the Olympic Games & Paralympic Games Ltd went into liquidation. Governors agreed to write off the debt.

With no further business discussed the meeting closed at 7.15pm.

Minutes prepared by: Mrs J Sawyer, Clerk

Signed as accurate and approved by Governors: (Chairman)

Date: