



St Nicholas Catholic Primary School (Academy)
Part 1 Minutes of Full Governor's Meeting

Date	15 th September 2016	Time	6pm in School
Governor Attendees			
Name	Type of Governor	Present	Apologies
Angela Bosley	Foundation	Y	
Angela Folland	Headteacher	Y	
Frankie Phillips	Foundation	N	Y
Mmsgnr Harry Doyle	Foundation	N	
Jane Wardle	Foundation	Y	
Lisa Thomas	Community	Y	
Luke Robinson	Parent	Y	
Michelle Johnson	Foundation	Y	
Rachel Sparks	Foundation	Y	
Judie Yung	Foundation	Y	
Other Attendees		Present	Apologies
Ali Brocksom	Clerk to Governors	Y	

Agenda Ref	Minute Ref:	Item	Info Decision Question Action
1.	1.	Prayer The prayer was led by AF	
2.	2.	Apologies & Declarations of Interest FP had sent apologies and these were sanctioned. HH has stepped down from Governors and was thanked for his significant input.	D
3.	3.	Agree any items of business to be discussed that are not on agenda There were none.	
4.	4.	Definition of vision and strategic priorities AF introduced Kelli Newland who led a session looking at strategy and vision over the next 3-5 years. The SIP will follow on from this strategic plan. Following a flip chart exercise where vision was formulated, Governors started to focus on the main vision. Statements included: <ul style="list-style-type: none"> <i>To provide increased opportunities for children through diversifying the resources of the school.</i> <i>To be recognised as a centre of educational excellence</i> <i>To live our lives as global citizens.</i> <i>To be able to deliver more focussed learning through single year groups</i> 	

		<ul style="list-style-type: none"> • <i>Increasing the use of Devon's resources to provide inspirational learning.</i> • <i>To provide outstanding learning opportunities</i> • <i>Build effective and beneficial relationships with our stakeholders.</i> • <i>Becoming a school of choice for children, parents and staff.</i> • <i>Maintaining the catholic ethos of the school, strengthening it through effective links with CAST.</i> • <i>Identify and improve opportunities for a diverse range of learning to ensure achievement is above national expectations.</i> • <i>Improving and enhancing the school environment (outdoor learning).</i> <p>We will revisit these at the next meeting (half hour scheduled).</p>	
5.	5.	<p>Election of Chair and Vice Chair as per agreed protocol</p> <p>LT was elected Chair and FP was elected Vice Chair by a secret ballot as per the agreed protocol.</p> <p>It was agreed that LT would be fully supported by Governors in lead roles.</p>	
6.	6.	<p>Agreement of Part 1 minutes of meeting held 13th July 2015</p> <p>The minutes of the last meeting were agreed and signed by JW.</p>	D
7.	7.	<p>Housekeeping</p> <p>Agree Committee membership Committee membership was discussed. We will be discussing the committee structure of the FGB in December. In the meantime, committee membership will remain the same bar a few small changes made at the meeting. It was agreed that FP would be asked to join the HT performance review committee. The membership of the PPC committee was also amended.</p> <p>There is an advert out for a staff governor.</p> <p>Identify governor training needs Checklist was distributed and Governors asked to advise AB of courses they wish to attend.</p> <p>The Plymouth CAST Governor training was also discussed. At least 1 governor must attend each meeting. AB will co-ordinate the bookings.</p> <p>Agree meeting dates for the year as circulated The meeting dates were discussed. It was agreed APW and T&L would be scheduled for the same night – on a Wednesday. AB will</p>	

		<p>distribute an updated list.</p> <p>Agree responsibilities of Governors and agree Autumn term visit/s Responsibilities will be reconsidered after the decision in December about the structure of the meetings. MJ will become the link Governor for SEN. LT will remain the safeguarding link until December.</p> <p>Agree the ACW for 16/17 This was distributed. It may be amended after the decision in December. It was agreed and is subject to change.</p> <p>Signature of 16/17 Declarations of Interest These were signed.</p> <p>Distribution of 16/17 Governors Code of Conduct This was distributed and each governor will sign at the next meeting.</p>	
8.	8.	<p>Opportunity for Questioning on Summer term data AF responded to a Governor questions about evidence to show more able children are being adequately stretched, to ensure they are meeting learning at greater depth targets.</p> <p>AF responded that last year our results were lower than in previous years. This is the same for most schools due to changes in assessment and year group expectations changed. Lesson observations and book monitoring has been carried out and SLT have evidence that more able children are being stretched. LGD numbers dipped significantly as did "expected". It is not just an issue to do with more able children. The literacy adviser will come in September to discuss writing.</p> <p>More conversation will come when we have RAISE online data at the end of October.</p>	
9.	9.	<p>Key changes in Keeping Children Safe in Education policy from September 2016</p> <p>The new September 2016 version was distributed with a summary of all the changes. All Governors signed to acknowledge receipt.</p> <p>LT is to meet with AH to discuss how the changes are to be implemented.</p>	
10	10.	<p>Matters arising since agenda distributed as identified at item 3</p> <p>Term Dates</p> <p>We have 5 non pupil days published to parents plus 2 occasional days.</p>	

		<p>AF requested either</p> <ul style="list-style-type: none"> a 6th non pupil day to allow Central CAST heads to hold a whole staff professional development on Friday 10th February. <p>OR</p> <ul style="list-style-type: none"> To cancel 3rd January (non pupil day) to allow us to do this. However we already have training booked on this day and parents may have made plans. <p>AF has discussed this with Mary Cox, PCAST Area Adviser. Governors discussed in detail and agreed a 6th non pupil day on the 10th February. This will be advertised to parents</p>	D
11.	11.	<p>Correspondance received by AF or Chair</p> <p>None.</p>	
12.	12.	<p>Close of meeting</p>	

Signed

Chair

Clerk

Date