

Minutes Ashton Keynes C of E School
Full Governing Body Meeting 25th March 2010.

Present: D. Tarr (chair) Aideen McEvoy-Wilding, Trevor Heath, Kathryn Nicholas (Head), Paolo Foppoli, Alan Waller, Kate Bishop, Pauline Loveday, Nicola Duckworth.

Apologies: L Tuck, D Moss, M Binnersley, Rob Andrews, Jacqui Dove.

	ACTION
<p>1. New Governors. David welcomed Trevor Heath our new LEA Governor, Nicola Duckworth and Rob Andrews our 2 new Parent Governors. He also confirmed Phil Elliott's resignation due to a move. The governing body now needs a new L.E.A Governor. David T will progress this, and asked for the governors to put forward names of those who may be interested in the role.</p>	DT
<p>2. Minutes. The Minutes from the Meeting on 11th February 2010 were accepted as a true and accurate record of the meeting. Kathryn spoke briefly about the format of the minutes and advised that they should reflect any questions or challenges raised throughout the meeting. This applies to all C'tee minutes.</p>	
<p>3. Matters Arising. David has spoken to Leigh Trust again and is awaiting their approval for some funding towards the cost of swimming.</p> <p>Worship Policy is complete and after final proof reading will be forwarded to all governors for approval,</p> <p>Mike Wilding is to be new Trustee on the Board of Trustees. David T will check whether a Governor Trustee is still required.</p> <p>Link Governor visits being arranged. Kathryn has circulated timetable at this meeting. The clerk will forward to remaining governors.</p> <p>School Development Plan being updated.</p> <p>Kathryn to arrange a new governor visit to school for Pauline, Rob, Trevor and Nicola.</p>	DT DT/KN DT All KN KN
<p>4. No Pecuniary Interests were declared</p>	
<p>5. Heads Report. Verbal report given. See attached. AW asked whether rating awarded in the section entitle How Well Pupils Do, was self awarded or agreed by the SIPs representative. Some questions were asked about the new Out of Hours "Free Time" initiative, giving some children a grant for out of school activities. Kathryn explained that it's a government initiative being driven through schools and that it applies to families in receipt of certain benefits such as Income Support, free school meals, housing benefit etc.</p> <p>The meaning of the definition Vulnerable was discussed and defined as children who could need additional support.</p> <p>KN discussed briefly that the staff have started looking at the new curriculum which</p>	

<p>has to be in place by Sep 2012. The governors asked that once the staff are more familiar with it, Jacqui Dove or other suitable member of staff be asked to do a short presentation to the FGB.</p> <p>KN was asked to clarify our community links. KN stated we have links with school in Uganda, we are going to be linked with a school in Swindon as well as our links with the village community.</p>	
<p>6. Staffing and Curriculum C'tee. See minutes 11th March. Next stages of parental questionnaire are underway. Action plan is under discussion, some things have been done already. Kate has prepared some figures (percentages) on the quantitative part of the survey. These figures have been passed to KN for use in the SEF. Kate will contact the head and governors who were reviewing the survey to decide what needs to be done next.</p> <p>Paolo asked a question re parents comments on teachers feedback which was one of the lower scoring areas in the survey. KN stated that this is being addressed</p> <p>Extended Schools: There are now enough numbers to run an after school club some days at school, the minimum no. required per day is 8. PL asked whether parents will be able to use the service ad hoc. This will be fine. A questionnaire has been sent to all parents to gauge possible take up. Plan to start after May half term, or if this is not possible, in September. Kate B is in contact with parents who currently use Gooseberry Bush. The reaction from these parents has been extremely positive as most are not happy with the current arrangements.</p> <p>Kathryn confirmed that the school will maintain 7 classes in September. The Leigh Trust can offer the school up to £10,000 per year for specific activities/items, this will help enormously, but this money can not be used for teachers. Leigh Trust explained to new governors.</p> <p>We now have the Funding Certificate. The assumed income needs to be compared with the actual income and work can progress on finalising the budget.</p> <p>New School Prospectus: Current Prospectus has been e-mailed to all governors. All governors to advise KB of any changes and updates they see as necessary. KB will use this information to compile a brief for the prospectus and website for review and by governors. Once this is finalised it will form the basis for writing the new prospectus and the website. RA will build the web site. KB will meet with KN to discuss how the website will be kept up to date.</p>	<p>KB</p> <p>KB</p> <p>KN/AM</p> <p>KB</p>
<p>7. Finance. Kathryn apologised that minutes not yet ready. £5,300 is the predicted rollover this financial year. Insurance agreed for staffing cover. Costs for PAT testing and microwave testing has been included in the repairs and maintenance budget.</p>	<p>KN</p>
<p>8. Premises. See minutes 1st March.</p>	
<p>9. Scheme of Delegation. Aideen has cross referenced the Scheme of Delegation to Working</p>	

<p>Together Getting it Right. Several changes need to be made, which Staffing and Curriculum C'tee will complete over the next two terms.</p> <p>C'tee Appointments; Trevor will join Finance Committee Rob Andrews will join Staffing and Curriculum Nicola Duckworth to join Premises.</p> <p>Panel Appointments: Nicola Duckworth joined the Admissions Panel. Trevor Heath will join the Staff Dismissal Appeal Panel</p> <p>Aideen will update the Scheme of Delegation to reflect these appointments</p>	<p>S and C</p> <p>AM</p>
<p>10. Health and Safety. No update.</p>	
<p>11. Governor Development: New governors need to complete skills analysis. AM to email forms.</p>	<p>AM</p>
<p>12. Plans for School Building. A letter has been written to County to ensure that the school's Formula Capital is safe.</p> <p>Meeting planned for June with the architect to talk about expanding the plans for the school extension. Kathryn suggested that there's a need to discuss plans with Pre-school head to talk about the possible future use of buildings. Pauline asked when it will be relevant to start fundraising. David advised that will probably be from the time when the plans are more developed and we have something tangible to present to the community. KN advised that currently it is not anticipated that we will receive funding from LA for several years. Q. Are we allowed to consider private sponsorship. Yes. David clarified the fact that the school field belongs to the county but any building on the site belongs to the Diocese.</p>	
<p>12. Correspondence: None.</p>	
<p>14. AOB. Governor Expenses: Alan asked about Governor expenses and what can be claimed The Governor Expenses Policy is being updated, will be forwarded to all. There is a pot from which governors can claim, forms are available in the school office</p> <p>SATs Boycott: KN advised that the heads in the cluster schools will go with the majority decision, each school will not act alone. The results from the secret ballot will not be known until later in April. KN to advise governors of the outcome. Question was asked whether, as the Governing Body we're part of the NGA. We are, and as such we do not support a boycott. It was re-iterated that the decision over whether to boycott is not a governor decision. If any individual approaches a governor with a complaint regarding the SATS tests, they should in the first instance be directed to KN. There is a formal complaints procedure and complaints can end up with the governing body.</p>	<p>AM</p> <p>KN</p>
<p>14. ELECTION OF NEW CHAIR AND VICE CHAIR. David Tarr retired as Chair of the Board of Governors, after 15 years He thanked the Governors for their support over his time as chair, and Maggie and Kathryn as Head Teachers. He mentioned the achievement of the school extension and the school hall amongst others. He asked that the governors give</p>	

the new chair their full support so that we can maintain the success of the school.

We had one nomination for Chair, Aideen McEvoy-Wilding, who was duly appointed.

David Tarr agreed to be Vice Chair until September.

Kathryn thanked David for his help and support over the last two years.
The Governors asked for a vote of thanks to David for his hard work, energy and enthusiasm to be minuted.

Future Meetings.

Cluster training on 22nd April on SIAS

School Building Development Monday 21st June 7pm

Monday 24th May - Premises

Thursday 10th June - S and C

Monday 14th June - Finance

Thursday 24th June - FGB

Sep 2010

FGB: Thurs 30th 7:30pm

Finance: Monday 20th 7pm

S and C: Wednesday 15th 7:30pm

Premises: Wednesday 8th 7pm

Nov 2010

FGB: Thurs 25th 7:30pm

Finance: Monday 15th 7pm

S and C: Wednesday 10th 7:30pm

Premises: Wednesday 3rd 7pm

Jan/Feb 2011

FGB: Thurs Feb 3rd 7:30pm

Finance: Monday Jan 24th 7pm

S and C: Wednesday 19th 7:30pm

Premises: Wednesday 12th 7pm

Mar 2011

FGB: Thurs 31st 7:30pm

Finance: Monday 21st 7pm

S and C: Wednesday 16th 7:30pm

Premises: Wednesday 9th 7pm

Jun 2011

FGB: Thurs 30th 7:30pm

Finance: Monday 20th 7pm

S and C: Wednesday 15th 7:30pm

Premises: Wednesday 8th 7pm