



Minutes of Pear Tree Junior School Full Governor Meeting

Thursday 19th October 2017

Present:	√	Fr Andy Nicolls (Chair)	AN
	√	Andrew Sharp (Head)	AS
	√	Brenda Moxhay	BM
	√	Michal Daniel	MD
	A	Jill Wilkinson	JW
In attendance:	√	Steve Cox (Clerk)	SC
			Action
1. Welcome & Apologies		AN welcomed everyone to the meeting.	
2. Minutes of the last meeting		Only just circulated, so will review next meeting. AS had reviewed and indicated an accurate record.	All to review for next meeting
3. AOB		Parent Governor to be discussed at end of meeting	
4. Finance & Budget Update		<p>SC gave an update re budget and finance position. SC reported that the 2016/7 year ended 31st August indicated a £350k reserve. This was still subject to external audit who were inspecting the Trust at the time of the meeting. This could give rise to a potential fund for investment for school to consider.</p> <p>Audit due in to school shortly as part of the Trust-wide inspection underway.</p> <p>Jackie Ozmen SBM off sick currently, due back to work 30th October.</p> <p>AS also reported the temporary Office Manager (Cash) has now found another job.</p> <p>AN asked about the half term holiday period – could this be owed as backpay? AS flagged Jackie Ozmen’s official return to work will be 23rd October so holiday will be holiday.</p> <p>Rachel Hannon is currently supporting school with other potential pay claims for holiday periods.</p> <p>AN requested out-turn finance statement for school. SC indicated this was delayed whilst audit took place and would only contain 1 month actual</p>	

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	<p>and 11 months forecast. At the next meeting this would be presented as a 2+10 Forecast (2 months actual, 10 months forecast).</p> <p>Quotes for community building – community block doors – required to make secure. Trent Valley approved by Governors (cheapest of 3 quotes and known supplier). Governors approved</p> <p>New boiler - waiting for further quotes – combi boiler – waiting for 3rd quote</p> <p>5 year periodic electrical testing – urgently required by Feb 2018, 1 quote available from known Pear Tree supplier. Governors approved due to urgency</p> <p>Curriculum Support – AS painted a picture of the screens in each classroom, out of date, not well presented. Art specialist known to AS to be brought into school (SLE) on Mondays until Easter (22 weeks). Cost £4k. BM asked what she would be doing? AS indicated working with each class to produce artwork to display reflecting the local communities within the school. She will also organise the Art space for the purpose it was designed for. Agreed by Governors</p>	<p>AS to bring projects without 3 quotes back next meeting</p>
<p>5.</p>	<p>Headteacher Update</p> <p>Staffing – AS announced the appointment of Natalie Bethall as Deputy Head.</p> <p>Agreed by Governors</p> <p>Behaviour – AS provided his report. Morning behaviour is generally good. Lunchtime an area of concern. Afternoon behaviour is also an area of concern especially during PPA time. Some children are repeat offenders.</p> <ul style="list-style-type: none"> - Year 3 very settled age group - Year 4 – 2 children incredibly disruptive, 1 excluded today, parents engaged. Rest of year pretty settled. - Year 5 – 12 incidents (2 per week) - Year 6 – 14 incidents - often during PPA when different teacher in classroom. MD flagged he was aware some were trying to attend Youth Club (open to secondary age children) and AS indicated it would be helpful if MD came in to talk to children. 	

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<p>Children and School Council have previously commented on frequency of fighting but noticeably less mention now – AS felt because there were now consequences to the behaviour exhibited, and over the long term this consistent approach would improve behaviour.</p> <p>AS indicated 10 children will have a behavioural support plan, including regular updates with parents.</p> <p>BM asked whether the behavioural policy was being picked up by all staff and implemented across school. AS indicated it was, he regularly supports staff and is personally visible at lunchtimes. Transform have supported through survey of staff.</p> <p>Behaviour currently assessed as RI by AS – not Good, but not inadequate. AN supported by saying he expects to see self regulation by children appearing in the next couple of terms as the consistently delivered behaviour policy takes effect. BM supported and encouraged this by stating if it continued consistently this would work.</p> <p>Sally Manz – School judged to be Inadequate. AN checked that MD understood the terminology.</p> <p>AS shared there were “green shoots” with some good potential teaching. With the right support they will be good teachers. Transform’s Marc North has been in and saw an outstanding lesson, and commented favourably about the openness of staff to his support.</p> <p>Assessment Update – baseline tool (Rising Stars) will be given to children after half term. Will give a raw assessment score and standardised score. This will help staff know where to better target resources and teaching. Karen Slack (Transform) will be coming in November to support school on assessment processes.</p> <p>Buildings, Fabric & Playground – architect to come in and review the site 20th October. Other governors invited to attend. Focus on access and making the site friendly. Also recognising the link with the Infants. AS outlined the use of the Community Block, shared between Transform and School and focused on adult learning.</p> <p>Safeguarding Update – DSL Network – 2 staff attending at Breadsall Hill Top. My Concern – on-line paperless system being implemented. All staff had some input at the recent Inset Day. There will be a safeguarding inspection next half term (Autumn 2) – either Governor review or no-notice inspection. AN asked if AS had seen the Ofsted Safeguarding report. AN to ask Arvi to share with AS.</p> <p>Governor Minutes to be placed in staff room – AN recommended from November</p>	<p>MD to talk to children</p>
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6.	<p>Date of Next Meeting</p> <p>23rd November 2017 – 5.30pm</p> <p>15th November 10.30am, Transform Standards Meeting, Unit 11 - NG7 1LD – invitation for Governors to attend</p>	
7.	<p>AOB</p> <p>Parent Governor role – AN outlined skills based approach to recruitment favoured. AS indicated there were 2 potential parent governors. AN outlined the protocols – DBS; Skills Audit form completion; checks not barred from being a Governor. All of this would need explaining to potential governors. JW to be contacted issuing of re Expression of Interest Form together with Skills Audit and Nolan Principles, etc.</p> <p>AN asked MD for his school DBS. AN outlined required within 21 days of today. Jackie Ozmen to invite MD in to school to complete the application.</p> <p>Staff Governor role – to be considered. AS indicated election preferred given history of school. AS to arrange.</p>	<p>JW to provide guidance and issue documents to potential governors</p> <p>MD to follow up with Jackie Ozmen</p> <p>AS to set up Staff Governor elections</p>

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