

KILLINGHALL C.OF E. SCHOOL

MINUTES OF A MEETING OF THE FULL GOVERNING BODY
HELD ON MONDAY 19th OCTOBER 2015 AT 6 p.m.

Core Functions of a Governing Body:

Ensuring clarity of vision, ethos and strategic direction

Holding the Headteacher to account for the educational performance of the school and its pupils,

Overseeing the financial performance of the school and making sure its money is well spent.

COMMITTEE MEMBERS: Helen Potter, Sarah Bassitt, Faye Thompson, Val Blackburn, Alison Pearce, Chantelle Bell, Tina Outhwaite, Elouise Foster and Victoria Lister

PRESENT: Helen Potter, Sarah Bassitt, Faye Thompson, Alison Pearce, Chantelle Bell, and Victoria Lister
Marion McCormick (Clerk)

Item	Details	Action
PROCEDURAL		
1.	To receive apologies and record the acceptance of apologies: Apologies were received and accepted from Val Blackburn, Tina Outhwaite and Elouise Foster.	
2.	To remind Governors to declare any pecuniary interests: None declared.	
3.	To remind Governors of the need for confidentiality and identify any part of the meeting which is to be minuted as a separate confidential item: The clerk reminded the meeting of the need for confidentiality. Item 9 below to be minuted as confidential.	
4.	To approve and sign the minutes of the meeting held on 28th September 2015. Minutes of the meeting held on 28 th September 2015 were approved and signed. To discuss any matters arising from the previous minutes: Governor Challenge: A Governor asked why she had not received a copy of the confidential minutes? The Chair informed her that these are not circulated, but printed on coloured paper and stored securely in school.	
5.	To receive the notification of any other urgent business to be discussed under item 12 below: None declared.	
SCHOOL IMPROVEMENT/RESOURCES		
6.	Data and Target setting – FFT Aspire - Progress without levels evidence: The Headteacher showed Governors an electronic presentation starting with information about statutory regulations, and giving information that Governors would need to know. Governors were told that they need to note the red/green areas of data and also information re. attendance. It was noted that attendance is excellent, but there has been one persistent absentee. Governors analysed graphs showing this information and noted that data is better than national or county statistics. Governors were informed that the persistent absentee has a good record of attendance so far this term. Governor Challenge: How do we ensure that attendance levels stay high? The Headteacher said that by engaging with parents is the best way. Imposing fines for absence in this case would serve no use. Governor Observation: This strategy seems to have worked well.	

Data Headlines - The Headteacher showed Governors a presentation of the levels of attainment taken from the school profile, which is included in the School Development Plan. It was noted that the Raise Online data is due in a month's time.

Governor Observation: A Governor observed that there are good results across the board. The Headteacher said that all this information goes into the school profile which is the main indicator as to the current position of school.

Governor Challenge: A Governor asked if the data is compared to national and county data? The Headteacher replied that it is compared to national and county data. The average points score indicates progress made which shows the "valued added". The Headteacher added that this is the old average point system which is not used now – and is therefore historical data.

Governors were then shown a colour coded chart showing that Killinghall School is above average for both the LA and national data - showing that 100% of pupils have made two levels of progress, except in maths where one child did not make EP. Many pupils have made three or four levels of progress.

The Headteacher also explained that because of small cohorts one child = 8% of the data.

Headteacher Observation: The Headteacher informed the meeting that historical data is important but current data and progress are what will be judged now. Raise Online is not as important as it used to be, but will trigger if there are attainment issues.

Governors looked at Target Tracker data showing the attainment of pupils. The Headteacher explained that current Year 6 pupil data shows two years of the new curriculum, but pupils will be tested as if they have completed four years of the new curriculum. 2018 will be the first year group of pupils to have completed all four years of the new curriculum. There will be a standard of achievement that is either achieved or not achieved - with "mastery" being well above achievement.

Governor Challenge: A Governor asked if the national average can change? The Headteacher said that it can do.

Governor Challenge: A Governor asked what are the benefits? The Headteacher replied that at the moment it is to judge the curriculum and it is acknowledged that for the next two years the tests might not be accurate – the curriculum might be amended. Evidence to show "mastery" will be required to be in place.

Governor Challenge: A Governor asked if pupils will sit a paper exam? She was informed that they would in arithmetic, maths and mental maths. Reading will be tested as it was, along with Spelling and Grammar, although the style of questions are changed. A Teacher has attended a course recently, as there will be more depth to testing – looking at expression and grammar. Pupils will be encouraged to use technical grammatical terminology.

The Headteacher told the meeting that KS1 & 2 tests are very different now as more depth and understanding is required from pupils.

Governor Challenge: A Governor asked if all schools will cope with these changes? The Headteacher felt that they would and added that there is now a way of looking at what level pupils started at and what level they are currently assessed at. Examples were looked at and the progress made was in evidence.

Governor Challenge: A Governor asked how can progress be seen and measured? The Headteacher explained examples of the data and said that Target Tracker is constantly updated. The codes were explained: B = Begin and B+, W = Within and W+, S = Secure and S+. All pupils should be W+. Governors looked at a Venn diagram showing evidence of W+ pupils. It was noted that pupils not in this category are highlighted. The Headteacher demonstrated how the data could be adjusted by using different criteria. It was agreed that this is a powerful tool giving very clear information for staff and Governors to use, and will evidence progress made.

	<p>Governor Challenge: A Governor asked if this system is online? The Headteacher said that it has been purchased by school at a cost of approximately £900 and the data is stored on the iCloud. The Headteacher can access all the data and it is constantly upgraded and updated.</p> <p>The meeting was told that data + marking + class observation is the evidence required to show progress achieved in school.</p> <p>FFT (Fisher Family Trust) data was then analysed. It was agreed that this is a different way of showing data and is clear to read in a chart format. Predictions are done from KS1 to where pupils are now and examples were discussed. Governors looked at gender differences between levels achieved at various ages. Again, it was agreed that this is useful information to work from and is easily accessible.</p>	
7.	<p>Ofsted – Monitoring role of Governors:</p> <p>The Headteacher talked about the monitoring role of Governors and asked the meeting to refer to the key questions document.</p> <p>Governor Challenge: Will KS2 Booster classes still take place? The Headteacher replied that they would.</p> <p>The SEF has been updated based on the new Ofsted framework and Governors were asked to send comments/queries to the Headteacher. The Headteacher had shared this with staff and had highlighted areas of significance in this document.</p> <p>The meeting was informed that school evaluates itself as “Securely Good” with Personal Welfare as “Outstanding”. Leadership and Management is included in the SEF. Actions are listed – some have been completed and some are underway – evidence is in place. Governors were asked to read the document. It was agreed that Learning Journey books need to be sustained and parents would be involved also.</p> <p>Governor Challenge: Is a parental questionnaire to be done? The Headteacher said that it would be - evidence to be gathered re. transition from EYFS to KS1 and from KS1 – KS2, and from KS2 – KS3. School will be judged on these areas. Parents will be asked for comments and suggestions which could be acted on. Pupils will also be included in a questionnaire to see how they feel they have made progress. The meeting agreed that it is very important to celebrate “WOW” moments and encourage pupils with their achievements.</p>	<p>Governors to constantly use the key questions document when monitoring.</p> <p>Govs. to read/study the SEF please.</p>
8.	<p>Safeguarding update for Governors – Prevent Duty:</p> <p>It was confirmed that Child Protection and Prevent training has been completed – certificates are in place. Three Governors have completed “Safer Recruitment” training. It was noted that Governors could complete the Prevent training also – to be followed up.</p> <p><i>VL left the meeting at 7 p.m.</i></p>	<p>Prevent training for Govs. to be followed up.</p>
9.	<p>Appraisal Cycle and pay recommendations – to discuss and agree:</p> <p>Minutes for this item are on a separate confidential sheet.</p>	
10.	<p>To deal with any matters arising notified under item 5 above:</p> <p>None notified.</p>	

There being no other business the meeting closed at 7.25 p.m.