

Sandbrook Primary School
Minutes of a Governors Meeting
held on Thursday 26th May 2016

Present: Vida Wilson (Chair), Claire Temple (Headteacher), Chris Mervyn, Louise Hughes, Jan Wynn, Carol Jones, Michelle Richards

In Attendance: Nichola Humble (Clerk to the Governors)

Agenda item 1	APOLOGIES FOR ABSENCE
None	

Agenda item 2		PECUNIARY INTERESTS	
Discussion: There were no governors in attendance who had Pecuniary Interests.			
Conclusions: N/A			
Action items		Person Responsible	Deadline

Agenda item 3		MINUTES OF THE GOVERNORS MEETING HELD ON 10 DECEMBER 2015 AND MATTERS ARISING	
Discussion: <ul style="list-style-type: none">Item 8 – Governors would like clarification for parents from Edsential of the criteria and process needed for children with diagnosed food allergies.Item 9 – Query whether there has been any improvement in home engagement? It was confirmed that the homework club set up for year 6 had not been embraced and this is seen throughout the school with parents not embracing new initiatives. The governors would like to record their thanks to Miss Daniels for her efforts.Item 12 – VW not attending TSA at the moment. The other schools involved has different needs to our own at present.			
Conclusions: <p>The minutes of 10th December 2015 were agreed as a true record.</p>			
Action items		Person Responsible	Deadline
Clarification of criteria for food allergies		NH CT	Summer term 2016

Agenda item 4		HEADTEACHER’S REPORT AND MATTERS ARISING	
Discussion:			
<ul style="list-style-type: none">The data provided is at the end of Spring 2. Assessments are currently taking place. Summary = FS2 73% on-track Yr 1 phonics 83% on-track Data accepted as at 26/5/16. Update to be provided at next full governors meeting. Key Points – SATS considerably harder than previous years.Governors raised concern regarding parents having a Facebook page for Sandbrook parents. Whilst they appreciate the positivity and enthusiasm of a majority of parents, they would like the following reviewed:<ul style="list-style-type: none">Remove school logoSchool member to be invited to groupNot all parents are aware of it as you have to be an invited memberGovernors would prefer information to be on public platform such as school website or newsletter which is accessible to all parents and released via schoolCT has been approached to have an advisory group as consultative body for headteacher / leadership team. This would initially be invited group members.			
Conclusions:			
Action items		Person Responsible	Deadline
Talk to member of Facebook group		CM	asap
Terms of reference for advisory group		CT	none set

Agenda item 5		UPDATE FROM FINANCE & PAY/PERSONNEL COMMITTEE AND MATTERS ARISING	
Discussion: <ul style="list-style-type: none">Balanced budget set for this financial yearSmall balance forward for next year, then deficitNeed to look at restructure			
Conclusions: Restructure agreed by Governors			
Action items		Person Responsible	Deadline
Start review of structure		CT	none set

Agenda item 6	ACADEMIES AGENDA
Discussion <ul style="list-style-type: none">• Discussion took place around forced academies. There is a concern around the floor limits as there has been no release of information so far.• Local Authority has been given permission to create MATs	
Conclusions: <p>Governors agreed that due diligence should be performed and fact finding should be undertaken for possible chain / agreed vision</p>	

Action items	Person Responsible	Deadline
Fact finding for possible chain / vision	all	none

Agenda item 7	GOVERNORS’ REPORTS ON TRAINING	
Discussion: None		
Conclusions:		
Action items	Person Responsible	Deadline

Agenda item 8	GOVERNOR RESIGNATION	
Discussion: A governor has tendered their resignation.		
Conclusions: Whilst this has reluctantly been accepted, it was suggested VW contact the governor.		
Action items	Person Responsible	Deadline
Contact governor	VW	asap
Supply contact details to VW	NH	asap

Agenda item 9		YEAR 6 RESIDENTIAL	
Discussion: Barnstondale Residential June 2016			
Conclusions: Visit signed-off by Chair (Evolve form)			
Action items		Person Responsible	Deadline

Agenda item 10	POLICIES FOR ADOPTION	
Discussion Review of Behaviour & Discipline policy Governor Query – Do we have rewards in place for good behaviour? – It was confirmed that research shows this is not positive (growth mindset). For consistently good, a ‘star’ certificate is sent home. We find that more valuable is engaging with parents at parents’ meetings.		
Conclusions: Policy adopted – Understood by children and teachers.		
Action items	Person Responsible	Deadline
Add new policy to website	NH	asap

Agenda item 11	ANY OTHER BUSINESS
Discussion: None	

Conclusions:		
Action items	Person Responsible	Deadline

DATE AND TIME OF NEXT MEETING
The date and time of the next meeting was agreed as Monday 11 th July at 6pm.