

Local Governing Body of Stokesley School

Meeting Minutes



Date	Wednesday 24th February 2016 – 8:00am – 10:00am
Venue	Stokesley School

Present:	I.Blakemore, S.Brennan, B.Griffiths, C.Brooker (Headteacher), P. Howes(Hw), P.Hutchinson(Vice Chair), M.Miles, J.Pernet, S.Thorogood
Apologies:	None
Presenters:	S. Stephenson (Sns)
In Support:	S.Hague (C2G)

Minute No.	Agenda Item	Action
LGB15/16	Consented/ Non-consented absences and confirmation that quorum present No apologies for absence were received, and all governors were present.	
LGB16/16	Declarations of personal and pecuniary interests Governors were reminded to make declarations of interest, pecuniary or otherwise, for any agenda item.	
LGB17/16	Notification of items of other urgent business None.	
LGB18/16	To confirm as a correct record of the minutes of the meeting held on 27th January 2016 LGB09/16 – Amendment made – <i>as well as the behaviour of its students</i> – REMOVED. It was then agreed that the minutes of the previous meeting held 27 th January 2016 (minute nos. LGB01/16 – LGB14/16 inclusive) be approved and signed as a true record.	
LGB19/16	To consider any matters arising from the minutes for which there is no separate agenda item <i>LGB60/15 - All governors to review their profiles (no more than 200 words) and send an updated version to C2G for inclusion on the Stokesley School website.</i>	ALL Govs
LGB20/16	Approval of Governor Appointment The governors approved the appointment of J.Pernet and welcomed her to the meeting.	
LGB21/16	Headteacher's Report The Headteacher's Report was circulated with the meeting Agenda. CMB gave a verbal report to the governors and expanded on a number of the topics covered in the report. 1. Achievement and Progress–Sns delivered an honest appraisal of the English department and the systematic approach as well as the interventions being used to develop and enhance the progress and attainment of the department. The governors thanked Sns for her	



	<p>input, and recognised the effective work that had been carried out by the staff to reach achieve the current standards, although they understand that there is still work to be done.</p> <p>Sns highlighted the outcomes of the ‘Closing the Gap’ project and the governors were pleased with the results. Sns was thanked for all of her work with this project.</p> <ol style="list-style-type: none"> 2. Curriculum Development – Nothing further to report. 3. Quality Assurance – Nothing further to report. 4. Personnel – No major concerns to report. 5. Prevent Strategy – The risk assessment was discussed at length and CMB confirmed that Stokesley School was legally covered and compliant. Several governors have completed the online PREVENT training although it isn’t a requirement. <i>ACTION – C2G to send PREVENT Training link to governors.</i> 6. Update on Árete Learning Trust Developments – The Headteacher updated the governors as to the progress made to date. 											
<p>LGB22/16</p>	<p>Mid-year review of changed LGB working practices</p> <p>A discussion took place regarding the governance of Stokesley School’s LGB to ensure that it continues to fulfill its role. The effective workings of monthly meetings were raised, if only to confirm that vital work of the LGB was coordinated with that of ALT. CMB confirmed this was the case, but suggested that the ALT Scheme of Delegation was added as an agenda item to the next LGB meeting. <i>ACTION –Add ALT Scheme of Delegation as an agenda item to the next LGB meeting in March.</i></p> <p>The focus of the LGB monthly meetings until the end of the academic was discussed briefly and CMB confirmed that the agreed ‘Schedule of Topics’, which has been updated since September-2015 would be circulated amongst the governors. <i>ACTION – CMB to confirm the schedule of topics for the LGB monthly meetings until the end of the academic year.</i></p> <table border="1" data-bbox="336 1462 1238 2000"> <thead> <tr> <th>Month</th> <th>Schedule of Topics</th> </tr> </thead> <tbody> <tr> <td>March</td> <td>Budget monitoring Review of Improvement Plan against KPIs Progress against Ofsted Improvement Areas Review of Trust Board outcomes</td> </tr> <tr> <td>April</td> <td>Budget/staffing projections 16-17 Student progress (PRPs) QA outcomes and actions Property developments</td> </tr> <tr> <td>May</td> <td>Budget monitoring Public exams - predictions Improvement Plan review & draft Initial - plan priorities for 2016-17</td> </tr> <tr> <td>June</td> <td>Self-Evaluation – incl. governance, progress against targets etc – informing 2016-17 plan</td> </tr> </tbody> </table>	Month	Schedule of Topics	March	Budget monitoring Review of Improvement Plan against KPIs Progress against Ofsted Improvement Areas Review of Trust Board outcomes	April	Budget/staffing projections 16-17 Student progress (PRPs) QA outcomes and actions Property developments	May	Budget monitoring Public exams - predictions Improvement Plan review & draft Initial - plan priorities for 2016-17	June	Self-Evaluation – incl. governance, progress against targets etc – informing 2016-17 plan	<p>C2G</p> <p>CMB – Done</p>
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	<p>Review of Trust Board outcomes Growth strategy</p> <p>July Budget monitoring Review of first year as MAT Public exams - predictions Review of school improvement & draft initial improvement plan priorities for 2016-17</p>																															
	<p>As there have been three new governors appointed to the LGB in the last few months, a discussion took place to ensure that new governors felt welcome and that they had the necessary information and support to fulfill their role with confidence. <i>ACTION – SWB and C2G to review the Governor Induction process to ensure its fit for purpose.</i></p> <p>In light of the recent changes to the members of the LGB, a brief review took place regarding the Faculty Link governors. The current Faculty Link governors are listed below:</p> <table border="1" data-bbox="335 929 1236 1153"> <thead> <tr> <th>SWB</th> <th>BG</th> <th>PH</th> <th>VACANT</th> <th>VACANT</th> <th>ST</th> </tr> </thead> <tbody> <tr> <td>Science</td> <td>DT</td> <td>English</td> <td>Humanities</td> <td>Sixth Form</td> <td>Maths</td> </tr> <tr> <td>Careers</td> <td></td> <td>Creative ARTS</td> <td>SEN</td> <td>Health and Safety</td> <td>PE</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>MFL</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Safeguarding</td> </tr> </tbody> </table> <p>The governors agreed to review the allocation of Faculty Link governors at the next LGB meeting. <i>ACTION – Add ‘Review of the Faculty Link governors’ as an agenda item to the next LGB meeting.</i></p>	SWB	BG	PH	VACANT	VACANT	ST	Science	DT	English	Humanities	Sixth Form	Maths	Careers		Creative ARTS	SEN	Health and Safety	PE						MFL						Safeguarding	<p>SWB/ C2G</p> <p>C2G</p>
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<p>LGB23/16</p>	<p>** Resources, Personnel and Estates – verbal update for information</p> <p>Resources - Nothing to report Personnel - Nothing to report Estates - SWB delivered a verbal update on the Condition Improvement Fund (CIF) for the two ‘Capital Project Applications 2015’ for Stokesley School, and expects to hear whether the applications have been towards the end of March 2016. The Caretakers House is now fully refurbished and is available for use as a resource. The governors were made aware of the ongoing consultation with stakeholders regarding an upgrade to the Youth Centre. SWB discussed the Stokesley Sports Village project, which is being led by Jane Neal (Business Manager). To date there have two meetings between the interested stakeholders who include Hambleton District Council and the FA. As a result of the ‘Tour of Yorkshire’ passing through Stokesley on 1st May 2016, a number of 6th Form pupils are designing and making a bike shelter, and discussions are being held regarding using the school field for ‘bike art’.</p>																															

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	Additional use of the school field is being considered and Jane Neal (Business Manager) is currently undertaking a tendering process to install a trim trail around the school field. The Headteacher drew attention to the Insurance, liability and Health & Safety issues pertaining to this.	
LGB24/16	** Health and Safety – verbal update for information Nothing to report.	
LGB25/16	Any Other Business Nothing to report.	
LGB26/16	** Date of Next Meetings – Wednesday 23 rd March at Stokesley School from 08:00-10:00am – Wednesday 27 th April at Stokesley School from 08:00-10:00am – Wednesday 25 th May at Stokesley School from 08:00-10:00am – Wednesday 22 nd June at Stokesley School from 08:00-10:00am – Wednesday 13 th July at Stokesley School from 08:00-10:00am	

**** Standing Item**

Minutes taken by: S. Hague (Clerk to the Governors)
Documented Minutes: LGB15/16 – LGB26/16 inclusive
Documents Circulated with Minutes None
Date: 24th February 2016

Signed: A.P. Hutchings..... (Chair)

Date: 23rd March 2016.....