



Local Governing Body of Stokesley School Meeting Minutes

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| Date | Tuesday 10 th October 2017 – 8:00am – 10:00am | | | | | | | | | | | | |
| Venue | Stokesley School | | | | | | | | | | | | |
| Present: | S.Brennan (Vice Chair), C.Brooker (Headteacher), P. Howes (Hw), P. Hutchinson (Chair), J.Pernet and S.Thorogood | | | | | | | | | | | | |
| Apologies: | I.Blakemore, B.Griffiths, and M.Miles | | | | | | | | | | | | |
| Presenters: | P.Fazakerley (Fz) and M.Stanley (Sy) | | | | | | | | | | | | |
| In Support: | S.Hague (C2G) and H.Millett (Head of School) | | | | | | | | | | | | |
| Minute No. | Agenda Item | | | | | | | | | | | | |
| LGB65/17 | Consented/ Non-consented absences and confirmation that quorum present It was agreed that the absence and reason for absence received from I.Blakemore (work commitments), B.Griffiths (holiday), M.Miles (charity walk) be consented to. The Chairman confirmed that the meeting was quorate. | | | | | | | | | | | | |
| LGB64/17 | Declarations of personal and pecuniary interests The Governors were reminded to ensure that their declarations of interest, pecuniary or otherwise were up to date. The Governors confirmed that they had no personal or pecuniary interests in any of the Agenda items of the meeting. | | | | | | | | | | | | |
| LGB65/17 | Notification of items of other urgent business 1. School Finances – Following Justine Greening's statement on the National Funding Formula, the resources that the Government will be investing in Stokesley school will be distributed according to a formula which will include special needs and other characteristics of the school. Funding proposals for Stokesley School are as follows: <table border="1"> <tr> <td>2017-18</td> <td>K53 - £3,813</td> <td>K54 - £4,728</td> <td>Average - £4,270</td> </tr> <tr> <td>2018-19</td> <td></td> <td></td> <td>Minimum - £4,600</td> </tr> <tr> <td>2019-20</td> <td></td> <td></td> <td>Minimum - £4,800</td> </tr> </table> 2. Recording of minutes – The Governors challenged the accuracy of the minutes and there was a discussion with regard to whether the LGB meetings should be recorded to facilitate the accurate recording of the discussions and challenges. The Clerk agreed that the minutes would be written within 24 hours and circulated in a timely manner, once checked, to ensure the correct interpretation of all discussions and challenges was recorded. | 2017-18 | K53 - £3,813 | K54 - £4,728 | Average - £4,270 | 2018-19 | | | Minimum - £4,600 | 2019-20 | | | Minimum - £4,800 |
| 2017-18 | K53 - £3,813 | K54 - £4,728 | Average - £4,270 | | | | | | | | | | |
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| LGB66/17 | To confirm as a correct record the notes from the meeting held on 14th September 2017 An addition to minute no. LGB59/17 was made as follows: Q – Have the interventions that were implemented within the English department translated into results? ANSWER – Stokesley School is pleased with the English GCSE results and foundations have been set on which to build upon. A levels English Language and (in this year) English Literature are a matter of concern and detailed discussions took place regarding this. Following the correction, the governors agreed that the minutes of the previous meeting held on 14 th September 2017 (minute nos. LGB54/17 – LGB62/17 inclusive be approved and signed as a true record. The minutes were duly signed by the Chair. |
| LGB67/17 | To consider any matters arising from the minutes for which there is no separate Agenda item There were no matters arising from the previous meeting minutes. |
| LGB68/17 | Headteacher's Update The draft School Improvement Plan (SIP), and draft Self-Evaluation Form (SEF) was circulated to the Governors with the meeting Agenda. The Headteacher introduced the item, and the Head of School led a robust discussion and responded to the Governors questions as follows: 1. What's behind re-evaluating the SIP? <i>The Headteacher had asked the newly appointed Head of School to carry self-evaluation, which included staff and student surveys, in order to inform the judgement of the effectiveness of the school including the effectiveness of leadership and management; the quality of teaching, learning and assessment, the personal development, behaviour and welfare and the outcomes for pupils and the effectiveness.</i> 2. How will the SIP be reviewed? <i>Progress will be reviewed twice a year through specific actions.</i> 3. There are 24 actions (8 per priority). They are all key, but do any carry more weight? <i>A key priority for the school is attendance as it's slightly below the national average, with persistent absenteeism for disadvantaged students causing the most concern. Strategies in place to address this issue include, where appropriate, providing work for students to do at home, home visits, letters to parents and positively recognising those students that are attending school.</i> 4. Pivotal curriculum – What is it? <i>Pivotal is an approach to behaviour management, which Stokesley School is investing in and adapting, in order to reduce exclusions, detentions and on-calls for senior staff. There are five pillars of pivotal practice which are consistent, calm adult behaviour; first attention to best practice; relentless routines; scripting difficult interventions; and restorative follow up.</i> |

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| <p>5. What is the Lighthouse provision? The Lighthouse is one of Stokesley School's pastoral provisions and is an intervention hub to encourage disengaged students. It is managed by Knp and supported by the Careers Officer, the Ethos Team and the Wellbeing and First Aid Officer.</p> <p>6. Who is Ethos Team? 2x Senior Leaders, 6x Heads of House, 3x Ethos Staff (assigned to support Hohl), Careers Officer and Wellbeing and First Aid Officer.</p> <p>7. In July 2017, the Governors heard about the Headteacher's plans to change the staffing and structures in order to develop a more cohesive HOH and Ethos team from September 2017, with the aim of supporting student wellbeing more effectively and consistently. Have the staffing changes all been made? Yes. And the impact of the staff changes will be monitored.</p> <p>8. Priority 2, actions 5, 6 and 7 focus on CPD. How will this be delivered? In the first instance two working parties have been set up, the first to focus on Priority 1, and the second to focus on Priority 2, action 3. These are being staff led.</p> <p>9. When will the Self-Evaluation Form be available not in draft? There was a discussion regarding the SEF which is a working document. The Governors agreed that the summary should also focus on the positives of the school, and Mh confirmed that a non-draft working document would be available by the end Oct 2017.</p> <p>10. The SEF refers to Learning Walks – What are these? The Head of School confirmed that Learning Walks were opportunities for heads of faculties, and heads of departments, to evaluate the impact of classroom teaching in their own and other faculties and department.</p> <p>11. Reference is made to a June 17 survey in the SEF. Is this the staff and student surveys already previously referred to, and which informed the SEF? Yes</p> <p>12. How is the SAIL project being monitored? Mh confirmed that the SAIL project was being monitored by a number of mechanisms such as meetings with the staff SAIL coaches, receiving feedback from staff, and reviewing the quality of the curriculum and the work the students produce. The project will also be independently reviewed by external curriculum leads, and a Student Voice exercise will be run in January 2018. Plans are in place for the students to showcase their work at the end of each term, and the Governors welcomed being invited to see the SAIL project in action.</p> | |
| <p>LGB69/17</p> <p>Feedback on Exam Review Meetings</p> <p>CMB provided feedback on the of exam review meetings which the Governors were invited to as observers. The Governors commented on the short notice given, especially as a number of Governors were unable to attend their allocated meetings; however, those that were able to attend commented on the common themes expressed by Heads of some of the</p> | |

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| <p>Faculties which included workload and the wellbeing of staff. The meetings varied according to the subject issues, and the summary highlights are as follows:</p> <p>Faculty</p> <p>Maths</p> <p>English</p> <p>P.E, Incl Health and Social Care</p> <p>Humanities</p> <p>Performing Arts</p> <p>Design and Technology</p> <p>Science</p> <p>Languages</p> | <p>Particular points made</p> <p>Excellent overall – areas on which to focus were particularly maintaining the emphasis on the disadvantaged.</p> <p>Paul Hutchinson – as discussed – significant improvement at GCSE – concern re post 16 Good performances – concerns regarding take up and adjusting to the new specification.</p> <p>Geography – not as strong as previous years, however clear departmental improvement plans are in place.</p> <p>History – Results are down on previous years, but the Governors noted the national curriculum changes. The proactive, cohesive faculty have identified strategies to address adapting to the new course materials.</p> <p>Overall good performance – numbers an issue. Serious concerns about Product Design this year – actions being taken</p> <p>Very strong, changing practices during the last year particularly effective in improving performance of less able.</p> <p>Strong in all subjects.</p> | <p>ACTION - CMB agreed to ensure the faculty link governors receive reports, not including reference to individual students.</p> <p>LGB70/17</p> <p>ALT Pay Policy 2017-2018 – verbal for information</p> <p>The ALT Pay Policy 2017-2018, which was approved by the RPE Committee on Thursday 28th September 2017, was circulated with the agenda for the Governors' information. CMB confirmed that that policy had been approved by the RPE Committee on the basis of being in-line with the North Yorkshire pay increase recommendation.</p> <p>LGB71/17</p> <p>Stokesley School Policies for Information</p> <p>Stokesley School's Bereavement and Critical Injury Policy (Oct-17), and Gender and Sexuality Policy (Oct-17) were circulated with the meeting agenda for the Governors' information. The Governors commented on the caring nature of the policies, and welcomed that they offered clarity and guidance.</p> <p>LGB72/17</p> <p>Update on Trust Development – verbal for information</p> <p>CMB updated the Governors on the conversion status of the two schools that are in the process of joining the Trust. Richmond are committed and</p> |
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| <p>LG873/17</p> | <p>conversion is imminent. Progress is slower with Thirsk, with conversion expected later than the planned date in January 2018. Further to this, the Trust has been approached by the local authority to take on a struggling school.</p> |
| <p>LG874/17</p> | <p>** Resources, Personnel and Estates – verbal update for information. SWB gave a verbal update and reported on the following issues: 1. Finance – Helen Wiseman presented the Stokesley School's 'Income and Expenditure 1617 budget' at the RPE Committee meeting, which was held on 28th September 2017. The headline figures highlighted a budget surplus of £194k, with the actual out-turn being £194k, leading to a cumulative surplus of £1M. 2. Personnel – Nothing further to report. 3. Estates – SWB provided feedback on the appeal of Stokesley School's 2017/18 CIF application. The information received will be used to shape the 2018/19 submission, with the key focus of the application being to 'concentrate on need'.</p> |
| <p>LG875/17</p> | <p>** Health and Safety – verbal update for information. CMB updated the Governors on the newly installed 'Site Security', and confirmed that delays had occurred with erecting the gates and barriers, and agreed to review and report back to the Governors once the 'Site Security' was fully operational.</p> |
| <p>LG876/17</p> | <p>Any Other Business No further business.</p> |
| <p>** Dates of Next Meetings (at Stokesley School from 08:00-10:00am)</p> <ul style="list-style-type: none"> - Monday 6th November 2017 - Tuesday 12th December 2017 - Tuesday 6th February 2018 - Tuesday 13th March 2018 - Tuesday 15th May 2018 - Tuesday 12th June 2018 - Tuesday 10th July 2018 <p>There being no other business the Chairman declared the meeting closed at 9:30am.</p> | <p>CMB</p> |

** Standing Item

Minutes taken by: S. Hague (Clerk to the Governors)
Documented Minutes: LG863/17 – LG876/17 inclusive
Documents Circulated with Minutes: None
Date: 10th October 2017
Signed: *A. P. Hudson* (Chair)
Date: 10th October 2017

