



Local Governing Body of Stokesley School Meeting Minutes

Date	Tuesday 18 th October 2016 – 8:00am – 10:00am
Venue	Stokesley School
Present:	I.Blakemore, S.Brennan (Vice Chair), B.Griffiths, C.Brooker (Headteacher), P.Howes (Hw), P.Hutchinson (Chair), M.Miles, and S.Thorogood
Apologies:	J.Pernet
Presenters:	None
In Support:	S.Hague (CZG)

Minute No.	Agenda Item	Action
LGB87/16	Consented/ Non-consented absences and confirmation that quorum present It was agreed that the absence and reason for absence received from J.Pernet be consented to, and the Chairman confirmed that the meeting was quorate.	
LGB88/16	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.	
LGB84/16	Notification of items of other urgent business - End of Summer Term	
LGB85/16	To confirm as a correct record the minutes and confidential minutes from the meeting held on 21st September 2016 After making a minor amendment to minute no. LGB78/16 to include the word 'Open', the governors agreed that the minutes, and the confidential minutes from the previous meeting held on 21 st September 2016 (minute nos. LGB72/16 – LGB81/16 inclusive, and minute no. CLGB03/16) be approved and signed as a true record. Both sets of minutes were duly signed by the Chair.	
LGB86/16	To consider any matters arising from the minutes for which there is no separate agenda item - LGB77/16 – The Headteacher and Chair agreed that the teaching and learning aspect of the English Department should be a future agenda item. DONE – Refer to LGB91/16. - LGB77/16 – Headteacher to provide an opportunity to discuss Stokesley School's shared vision remains robust in the face of government plans to expand provision of grammar schools. DONE – CMB tabled a paper that detailed the School's values for the Governors to read and ask any further questions. No questions were received.	



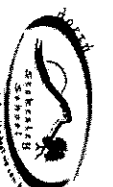
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LGB87/16	<p>Headteacher's Report The Headteacher's Report (Headteacher's Report October 2016) was circulated to the governors with the meeting Agenda. CMB gave a verbal report to the governors and expanded on a number of the topics covered in the report.</p> <ol style="list-style-type: none"> 1. Achievement – Nothing further to report. 2. Staffing/ HR – The Governors were pleased to find out more information about the Mindfulness and Wellbeing programme, and that the programme was being well received. 3. Pay Progression/ Pay Policy – The Headteacher expanded on her reasons for offering pay awards and the Governors agreed with the proposals. 4. In Response to Issues Raised – The Governors asked the Headteacher to report on exclusions on a monthly basis, and agreed that this information should be a topic within the Headteacher's monthly report. 5. Communication – The Governors agreed that the Headteacher's Report (produced monthly) was extremely useful, and should continue to be produced on a monthly basis. 6. Trust Development – Nothing further to report. 7. School Events – The Headteacher reported on the number of questions received pertaining to the Pupil Admission Number (PAN), and the Governors suggested that a future agenda item should be to discuss the School's PAN Strategy. <p>ACTIONS:</p> <ul style="list-style-type: none"> - The Headteacher agreed to report on exclusions on a monthly basis. CMB - Add Stokesley School's PAN Strategy as a future agenda item. CZG
LGB88/16	<p>** Resources, Personnel and Estates – verbal update for information SWB gave a verbal update and reported on the following issues:</p> <ul style="list-style-type: none"> - Finance – Nothing further to report. - Personnel – Nothing further to report. - Estates – SWB updated the Governors on the current building projects and it was expected that the main block would be fully operational by the end of half-term. The Governors were keen to ensure that any snags (identified by the users of the improved spaces) should be followed up and rectified before final handover of the building from the contractor to the school. Following consultation with staff and understanding the school's priorities, the two projects that are to be presented for CIF funding are the DT/ PE and Gym, and the Open Learning Centre. <p>ACTION:</p> <ul style="list-style-type: none"> - The Headteacher agreed to speak with the school's estate manager to ensure that the staff using the new improved spaces had the opportunity to feedback any issues with regard to identified snags. CMB

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**** Standing Item**

Minutes taken by: S. Hague (Clerk to the Governors)
Documented Minutes: LG882/16 – LG892/16 inclusive
Documents Circulated with Minutes: None
Date: 19th October 2016

Signed: *A. P. Kullman* (Chair)
Date: 16th November 2016

<p>LG889/16</p> <p>** Health and Safety – verbal update for information</p> <p>The Headteacher gave a verbal update and reported on the following issues:</p> <ul style="list-style-type: none"> - The two designated persons for Child Protection have recently renewed their training; - There have been a number of minor incidents which have occurred as a result of the building contractors being on site, but the Headteacher confirmed that they had been dealt with satisfactorily; - A Health and Safety has been organised for Friday 21st October 2016, and Stokesley School's Link Governor for Health and Safety will attend that meeting. - The Headteacher explained that the school was operating well despite the building contractors being on-site, although concerns attributed to the change in weather were discussed. 	
<p>LG890/16</p> <p>Any Other Business</p> <ul style="list-style-type: none"> - End of Summer Term - Information on attendance from the last few days of the 2015/2016 school year was presented. To avoid a similar pattern of attendance at the end of the 2016/2017 school year, the Headteacher asked for governors' opinions to inform the decision she would reach on whether to adjust CPD days to maximise the teaching and learning time and address the end of term attendance issues. <p>ACTION:</p> <ul style="list-style-type: none"> - The Headteacher agreed to put in writing and circulate a note on how the teaching and learning time associated with closing the school for the summer a couple of days earlier could be delivered, in order to avoid a significant decline in attendance on the last few days of the 2016/2017 school year. <p style="text-align: right;">CMB</p>	
<p>LG891/16</p> <p>Confidential Item</p> <p>Details of the matter are recorded in the Confidential Minute – Part 2 (CLG804/16).</p>	
<p>LG892/16</p> <p>** Date of Next Meetings (at Stokesley School from 08:00-10:00am)</p> <ul style="list-style-type: none"> - Wednesday 16th November 2016 - Wednesday 7th December 2016* (<i>assuming national comparative data is available</i>) - Wednesday 8th February 2017 - Wednesday 5th April 2017 - Wednesday 17th May 2017 - Wednesday 12th July 2017 <p>There being no other business the Chairman declared the meeting closed at 9:45am.</p>	