

MINUTES of a meeting of the Full Governing Board of the Boskenwyn and Germoe Schools
Federation held at Germoe School on 27th April 2016 at 6.40pm

PRESENT: Dr Russell Monhemius (Chair)
Mrs Natalie Thomas
Miss Sandy Easterbrook
Mrs Jo Nicholas
Mrs Samantha Prescott
Mrs Denise Rusga
Mrs Paula Quinney (Head)

IN ATTENDANCE: Mrs Emma Bushell, Prospective Governor
Mr Luke Haslam, Clerk

*Please note this board meeting began quorate but stopped being so after the departure of Mrs Thomas, a number of items were presented and **RESOLVED** out of sequence as a result and are marked to reflect that.*

		ACTION
1.	<p>APOLOGIES & AOB</p> <p>Apologies were recieved and accepted from Katy Chamberlain, Brian Toney, Tracey Stevens and Wendy Jones.</p> <p>No apologies were received from Donna Bennetts or Diane Whitehead.</p> <p>School times at Boskenwyn and Budget approval were presented for AOB.</p>	
2.	<p>DECLARATION OF BUSINESS & PECUNIARY INTERESTS</p> <p>No additional declarations were made at this meeting.</p>	
3.	<p>MINUTES OF THE LAST MEETING 02.03.2016</p> <p>With a minor correction to the apologies section, governors agreed the minutes as a true record and the chair signed them as such.</p>	
4.	<p>MATTERS ARISING</p> <p>Governors discussed attendance at parent-governor meetings and monitoring days. <u>Governors suggested reaching out to people closer to the time to encourage attendance.</u> PQ indicated parent meetings should be a standing item on school newsletters and agreed to check this.</p> <p>Governors heard that Mr Toney had completed the fire Risk Assessments at Boskenwyn School.</p>	PQ

	PQ informed governors that interviews for Executive Headship of Garras and Sithney Schools had been completed and Mrs Lucy Wandless of Godolphin School had been appointed to the post.	
5.	<p>HEAD'S REPORT</p> <p>Governors noted rising NoR at Boskenwyn and falling NoR at Germoe.</p> <p>Governors queried whether 38% of pupils being classified as SEN at Boskenwyn was correct, Staff confirmed that was correct.</p> <p>Notable that no nursery applications had been received for September 2016 at Boskenwyn School, historically Boskenwyn had been slower to adopt Nursery provision and this seemed to be reflected in the takeup of places. Governors queried how much local competition existed for nursery places. Staff indicated that a number of local schools and dedicated nurseries offering similar provision in the area meant there was a lot of competition.</p> <p>Governors discussed raising awareness of the schools, The Chair agreed to investigate the cost of banners for promoting both schools locally.</p> <p>Various data was presented and discussed, key points: Value added and progress at Boskenwyn very strong Germoe Value Added data was impacted by an arrival shortly before SATS who achieved poor progress, impact of small pupil numbers discussed. SEN cohorts making expected progress across the board with one exception. Change this year: institution of Mrs Larcombe as Assistant Head of Teaching and Learning and Learning Mentor at Germoe School, allowing greater support through a partial teaching role as well as SENCO and other duties.</p> <p>Prior to the meeting governors had received a report from Mr Richard Lawrence on assessment and data, governors felt it had been highly informative and thanked PQ for organising it.</p> <p>Mrs Thomas left the meeting at this point.</p> <p>Governors noted Y3 progress appears poor, Staff indicated that transferring assessment between the old curriculum (only y2/6 in 2014/15) and new curriculum was difficult and a combination of the conversion being used by the data analyst and the shift in expectations under the new curriculum made the year group appear worse than in reality.</p> <p>Staff added that Y3 in both schools were being targeted for intervention across Reading, Writing and Maths. Y4 Writing at Boskenwyn also identified as an area for intervention.</p>	RM

	<p>Governors asked if intervention targets could be easily and quickly identified under the systems in place. Staff responded that systems allowed for swift identification of intervention targets and "low performing" children could still have progress identified in their assessment. Staff consider growth mindset and the leuven scale to be important to consider alongside assessment.</p> <p>Governors thanked Mrs Nicholas and Miss Prescott for their reports.</p>	
6.	<p>DISCHARGE REPORTS AND INVENTORIES FOR BOTH SCHOOLS</p> <p>Governors were presented with Discharge Reports for both schools and heard that Mrs Care was preparing inventories to accompany them.</p>	
7.	<p>ACADEMISATION UPDATE</p> <p>Governors heard the MAT proposal had been accepted by the headteacher's board with an outline proposal of a 3 Hub structure. Working party discussions suggest geographical division for hubs, PQ indicated she felt this would place the federated schools under the Mullion based hub.</p> <p>Governors discussed the Cornwall Council resolution to oppose forced academisation.</p>	
8.	<p>COMMITTEE/OTHER REPORTS</p> <p>8.1. Teaching and Learning The committee had not met prior to this board meeting but had held discussions in the interim around Growth Mindset, the Class Dojo Tool and implementation of the Marking Policy.</p> <p>8.2. Finance Governors heard that the Boskenwyn budget had been successfully balanced at the end of the year with a small deficit of £2,500 (no reserves remaining). Feedback from the finance technician suggests funding at Germoe should be positive.</p> <p>The Chair informed governors that Andy Winn had given permission for sharing funds across both schools, noted that historically pupil funding was an issue for Boskenwyn and was typically lower as a result.</p> <p>Governors discussed a number of proposed staffing changes and how to establish the best way forward, forming an Area Resource Base (ARB) at Germoe considered to be a possibility and had received interest from Parc Eglos, closest centre currently based in Penryn.</p>	
9.	<p>GOVERNOR MONITORING REPORTS</p>	

	Governors discussed monitoring through the curriculum and finance reports presented earlier and writing up them up.	
10.	<p>POLICIES</p> <p>Governors discussed raising the PAN at Boskenwyn School and after carefully considering the future implications of a larger number of pupils on roll RESOLVED to raise the number to 10 pupils in the Admissions Policy for 2017/18. (agreed while quorate)</p> <p>Governors heard that attendance at Boskenwyn had been highlighted as a concern and Policy was being revised alongside the parents booklet to respond to this.</p> <p>Marking Policy, Educational Visits, Homework and Health & Safety policies to be circulated to governors by email for approval. Clerk to action for Friday 6th May.</p>	
11.	<p>PUPIL & SPORTS PREMIUM</p> <p>Sports premium report being compiled and to be distributed to governors.</p> <p>Pupil Premium Progress overview: Germoe Years 2, 3, 4 & 6 making expected progress or better across Reading, Writing and Maths. Year 1 making expected or better in Writing only.</p> <p>Boskenwyn Years 2, 5 & 6 making expected progress or better across R, Wr, Ma. Y 4 making expected progress or better in Wr and Ma. Y 3 not making expected progress, transitional issues discussed earlier impact this year group.</p> <p>Governors heard that Mrs Larscombe was compiling data for an end of year report.</p>	PQ
12.	<p>SAFEGUARDING</p> <p>Govenors discussed recent headlines and priorities in safeguarding, Mrs Nicholas distributing information to staff/governors and uploading to federated website.</p>	
13.	<p>CONFIDENTIAL MATTERS</p> <p>No confidential matters were raised at this meeting.</p>	
14.	ANY OTHER BUSINESS	

	<p>PQ proposed to governors that the timing of the school day at Boskenwyn School shift from 8.55am-3.25pm to 9.00am-3.30pm, this was felt to be more in line with expectations and perceptions around school times and consultation with staff and parents seemed to reflect this. Governors RESOLVED to confirm this time change. (agreed while quorate)</p> <p>Due to the amount of time remaining before the deadline for submission and work still remaining to be completed governors RESOLVED to delegate budget confirmation to the Finance Committee. (agreed while quorate).</p> <p>Those present supported the appointment of Mrs Emma Bushell to the governing board and finance committee, to be presented to the full board alongside policies.</p>	
15.	<p>ISSUES FOR THE NEXT MEETING</p> <p>Governors heard that the Section 175 Safeguarding return would feature at the next meeting.</p>	
16.	<p>CONFIRM DATES OF UPCOMING MEETINGS</p> <p>26th May Monitoring Day @ Germoe 20th June Monitoring Day @ Boskenwyn 16th May 2.00pm Finance Meeting for delegated budget approval 23rd June 6.00pm Full Board Meeting @ Boskenwyn School</p>	

The meeting concluded at 8.38pm

Summary of Action Points	
	<ul style="list-style-type: none"> • Head to investigate parent-governor meeting dates and publicity on school newsletters. • Chair to investigate cost of banners for promoting schools. • Inventories to be presented at next meeting for closure of discharge reports. • Focus of next monitoring visit will be Personal Development, Behaviour and Welfare. • Clerk to liaise with head and arrange distribution of policies for approval. • Head to distribute Sports Premium report to Governors.

SIGNED

DATED.....

Chair's Initials.....