


<b>FOCUS</b>	<ul style="list-style-type: none"> <li>• <u>Ensuring clarity of vision, ethos and strategic direction</u></li> <li>• <u>Holding the headteacher to account for educational performance of the school and its students</u></li> <li>• <u>Overseeing the financial performance of the school and making sure its money is well spent</u></li> </ul>
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MEETING 56 – PART 1 MINUTES							
DATE		23/11/2017		US Work Room			
ATTENDEES		INITIALS		ATTENDEES		INITIALS	
Sam Barham	SJB	Staff	5	Elaine Penfold	EP	Parent	5
Kevin Bastable	KB	Found	5	Alison Rubenchik	AR	Clerk	5
Kevin Harris	KH	Co-opted	5	Fiona West	FW	Staff	5
Peter How	PH	LEA	5				
				Tamsin Winter	TW	Staff	5
Apologies		Initials	Reason	Key to Minutes			
Andrew Palmer - Parent		AP	WC	<b>Bold</b>		Action	
Fiona Corbin - Co-opted		FC	FC	Underline		Decision	
Andrew Redpath - Found		ASR	WC	Font		Question	
Claire C-Brown -Co-opted		CCB	Meeting	Julie Hunt - Coop		JH	
						WC	

1	56.802	<b>Apologies</b>			KH
2	56.803	<b>Declaration</b> pecuniary/non pecuniary interest		Governors to consider items on this agenda and raise with the Clerk areas they believe they may be conflicted in terms of pecuniary or non-pecuniary interest in addition to previously declared business interests.	KH
3	56.804	<b>Minutes of meeting</b> 19th October 2017 & matters arising.		Minutes on Governors secure website. Please annotate any matters arising or highlight perceived errors to the Clerk no later than 24 hours prior to the meeting. This will allow a response to the issues raised.	KH
4	56.805	<b>Health &amp; Safety</b> - Spot Checks		FC to report to governors	FC
5	56.806	<b>Policies</b> <ul style="list-style-type: none"> <li>• Admissions</li> <li>• Behaviour (Inc Behaviour Principles/Policy)</li> <li>• Capability</li> <li>• Disciplinary</li> </ul>		New policies on Governors secure website. Please annotate any matters arising or highlight perceived errors to the Clerk no later than 24 hours prior to the meeting. This will allow a response to the issues raised.	KH

		<ul style="list-style-type: none"> <li>• Finance</li> <li>• Governors Allowances</li> <li>• Home Visits</li> <li>• Personal Care</li> <li>• SEND report</li> </ul>	Lead Governors to discuss implications of policies on their area of school business.	
6	56.807	<b><u>School Dates 2018/19</u></b>	Approval of term dates including inset days and holidays for 2018/19	SJB
7	56.808	<b><u>SDP</u></b>	Approve School Development Plan	SJB/KH
8	56.809	<b><u>Residentials</u></b>	Approval of school residentials	SJB
9	56.810	<b><u>Summer Accreditation</u></b>	Update on summer 2017 accreditations	TW
10	56.811	<b><u>Budget Update</u></b>	End of school term budget update	AR/SJB
11	56.812	<b><u>Portfolio Holders</u></b>	Review Portfolio Holders roles and commitments	KH
12	56.813	<b><u>Headteacher report to governors</u></b>	On Governors secure website. GB to read in advance of the meeting and bring any questions linked to their portfolio areas to the Clerk in advance of the meeting allowing HT to make an informed response	KR
13	56.814	<b><u>Effective Governance</u></b>	<ul style="list-style-type: none"> <li>• What difference has this meeting made to Lampard students</li> </ul>	Governors
<b>PART TWO</b>				
14	56.815	<b>Site Management</b>	Site Maintenance proposed changes	SJB
15	56.816	<b>Pay Awards</b>	UPS recommendations	SJB

	 <b>Action or Decision</b>	<b>Owner</b>
56.802	<b>Apologies &amp; Correspondence</b> FC apologies family commitment AP apologies work commitment ASR apologies work commitment CCB apologies meeting JH apologies work commitment	KH
56.803	<u>Declaration</u> None to declare	KH
56.804	<u>Minutes of meeting 19<sup>th</sup> October 2017</u> Governors had previous sight of minutes. No comments sent to Clerk  KH confirmed completed actions - <u>minutes were agreed and signed as accurate.</u>	KH
56.805	<u>Health &amp; Safety Spot Checks</u> SJB told governors Martin Bevan from DCC had a walk-round with SJB and MD who gave advice and a to-do-list. KH carried out spot checks	KH
56.806	<u>Policies</u> <ul style="list-style-type: none"> <li>• Admissions</li> <li>• Behaviour (Inc Behaviour Principles/Policy)</li> <li>• Capability</li> <li>• Disciplinary</li> <li>• Finance</li> <li>• Governors Allowances</li> <li>• Home Visits</li> <li>• Personal Care</li> <li>• SEND report</li> <li>•</li> </ul> Governors had previous sight of the policies which were <u>agreed and signed</u>	KH
56.807	<u>School Dates 2018/19</u> SJB presented BoG with the proposed calendar for 2018/19. BoG suggested moving July 5 <sup>th</sup> a non-pupil day to 23 <sup>rd</sup> April so students do not come back to school the day after Easter Monday. SJB and FW explained how date is used for transition and its importance to both students and staff.  <u>BoG agreed unanimously with the 2018/19 term dates</u>	SJB

56.808	<p><u>SDP</u></p> <p>SJB presented governors with the new SDP and also the SDP key priorities summary (copy of both enclosed) and explained there were a few priorities brought over from last year's SDP and also from comments resulting out of the Ofsted visit. SJB feels we can achieve the areas, they are mostly in preparation for September 2018.</p> <p><u>BoG agreed unanimously to adopt the SDP</u></p>	SJB
56.809	<p><u>Residentials</u></p> <p>SJB showed governors the breakdown of the 2018 residentials costings (copies with minutes). SJB proposed to uphold the amounts requested in school subsidy. SJB explained the importance of residential, the majority of the subsidy will be taken from Pupil Premium. KB are there only pupil premium students going on the residential SJB no KB why are non-pupil premium students benefitting from pupil premium grant money Pupil Premium funds the Personal Programmes for those students in receipt of PP. The school uses money from the school budget to pay for the remaining students to receive the same intervention as by the nature of their needs they are disadvantaged and should be entitled to the same offer. This applies to the residential as well. <u>BoG agreed unanimously to the residential going ahead and the school subsidy amount.</u></p>	SJB
56.810	<p><u>Summer Accreditations</u></p> <p>TW presented a power point (copy attached with the minutes) on summer 2017 KS4 accreditations, highlighting the differences between previous years. TW explained that last year it was felt there was too much pressure on our students in the English exam, mainly due to the complexity of language used, this resulted in a dip in achievements. KH do all the students qualify for readers TW it depends on their reading ability most do but no all our students qualify. SJB do the students who come up to year 10 and 11 have the skills to sit the exams TW some of the students do, but we have to help them with extra skills, for example learning to use a calculator. We are working with MS staff to develop this. SJB asked if we could do more in Year 9 to prepare the students for the transition to the Upper School curriculum and accreditation.</p>	TW

	<p>TW mostly it is confidence, for example if they talk about something they enjoy then can talk confidently about it but when they come to KS4 we ask them to talk about something they may not be familiar with i.e. an interview this they find difficult.</p> <p><b>KH can we compare Lampard KS4 accreditation with Pathfield's results</b>          TW not really we have different cohorts  <b>KH but if the students have similar needs</b>          TW yes we could  <b>SJB how much does it cost to sit an exam</b>          TW £15 an exam, nothing to re-sit and £7.50 to go to the next level exam  <b>PH what came out of Ofsted in relation to KS4 accreditations</b>  <b>TW they were interested that we are able to provide for our students and push them to achieve their full potential</b></p> <p>TW left the meeting</p>	
56.811	<p><u>Budget Update</u></p> <p>AR presented the governors with the autumn budget monitor which was prepared by AR and Lampard's Financial Officer on the 7<sup>th</sup> November 2017. AR gave governors some handouts (copies with minutes) showing how the money is categorised, amount in each category and how much we have spent so far.</p> <p><b>Governors asked AR to put this agenda item on the governors cycle at least once a term</b></p> <p><u>Governors approved the monitor and AR to upload to County</u></p>	AR
56.812	<p><u>Portfolio Holders</u></p> <p><b>Adjourned until January meeting</b></p>	KH
56.813	<p><u>Headteachers Report</u></p> <p>BoG had previously been sent HT report (copy enclosed).</p> <p><b>KB asked what was meant by reported "as bullying"</b>  <b>SJB the definition of bullying involves 'repeated' and deliberate aggressive behaviours. Each potential case is carefully investigated.</b> A lot of our students struggle with communication and can say something in a manner that is a reaction rather than a deliberate act of bullying, it is said without malice.  <b>PH asked about the RGB £1,000 which was awarded a while ago</b>  <b>SJB we are we still in contact with them and it is credit that can be spent with them, there is no time limit</b></p>	SJB

56.814	<u>Effective Governance</u>  BoG discussed the performance of students and commented on the improvements of data presentation BoG acknowledge understanding and are secure with the budget data.	BoG
<b>PART TWO</b>		
56.815	<u>Site Management</u> SJB and AR discussed the strategic reasons for stepping away from the Norse contract which would provide a saving to the school and offer the school a more effective management of the site. Currently, we are paying a large amount of money for works from contactors which could be kept in-house and/or be overseen by somebody who can ensure the best possible price. <b>KB and PH to come into school to discuss Devon Norse</b>	SJB
56.816	<u>Pay Awards</u>  SJB discussed all four teachers due for pay progression. TG, JD, SS, EK. JD has been involved in whole school work for the last year and particularly shone during Ofsted. She is motivated to move the school forward and has a great deal of involvement in areas on the school development plan. Her work impacts the whole school and is sustained. All unanimous that JD be awarded UPS2. TG has been responsible for writing the KS1 curriculum and whilst inspectors did not see this being delivered as effectively as they should of, TG has played an important part in ensuring it can be delivered effectively. TG has already taken on overseeing the consultations in her 'keeping in touch' days and has been researching 'effective use of learning spaces' All unanimous that TG be awarded UPS2. SS has been responsible for taking students through the DofE scheme and will continue this year. She has led the Ten Tors and responsible for taking students to the North Devon Ability Games. Her work impacts across the school and is sustained. All unanimous that SS be awarded UPS2. EK has piloted 'For Skills' in Upper School which has led to this being within the curriculum offer in Upper School. TW is looking into a different exam board for WRL and PSD to be able to offer a similar effective exam board as NCFE. EK will be expected to lead the research and to move to a new board which students could achieve a higher level in through 'on demand' style exams. PH questioned whether EK had been turned down previously and SJB said she was unsure. However, based on his work last year, KR had felt that he could be considered for Pay Progression through the appraisal process. SJB reassured PH, EP and KB that she would ensure that EK would	SJB

	<p>be asked to lead a whole school area of responsibility through this progression.</p> <p>PB asked if we can offer pay award with the known budget deficit. SJB felt that the pay policy is in place and we shouldn't disadvantage teachers who are demonstrating high quality work which would have secured pay progression in previous years. EP added that we may lose our best teachers if we were unable to offer pay rewards.</p> <p>SJB felt that she had herself experienced pay progression in Lampard and felt valued through the process as it was acknowledgement of the sustained level of work she was doing at the time.</p> <p>All agreed that all four teachers would be awarded their pay progression.</p>	
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DATE MINUTE	ACTION	BY WHOM
56.811	<u>Budget</u> Governors asked AR to put this agenda item on the governors cycle at least once a term	AR
56.812	<u>Portfolio Holders</u> Adjourned until January meeting	KH
56.815	<u>Site Management</u> KB and PH to come into school to discuss Devon Norse	PH/KB