

SEA MILLS PRIMARY SCHOOL GOVERNING BODY

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Please forward any matters relating to the forthcoming meeting to: **THE CLERK TO THE GOVERNORS – Jayne Roberts**

FULL GOVERNING BODY MEETING

Held in school on Wednesday 19th October 2022 at 6.00pm

MINUTES

PRESENT:

The meeting was noted to be quorate

Andrew Kinnear (DH) John Vasey, Kath Goodgame, Jennifer Winfield, Michael Powell, Teresa Lloyd, Claire Galea and Nicky Phillips.

ITEM	MINUTE	ACTION
	<p>For Declaration</p> <ul style="list-style-type: none">• Welcome and apologies for absence. <p>Apologies received from Michelle Taylor</p> <p>JW welcomed everyone to the meeting.</p> <p>Attendance/Business & Pecuniary Interests Register</p> <p>Governors were reminded of their responsibility to declare interests. Governors were also reminded to confirm that nothing had occurred since the last meeting that would impact negatively on a Disclosure & Barring Service (DBS) check.</p> <p><i>Register signed by all governors.</i></p> <p>For Approval</p> <ul style="list-style-type: none">• Minutes of previous FGB: <p>The minutes were approved as a correct record by governors.</p> <p>Carried forward matters/matters arising:</p> <ul style="list-style-type: none">• Recommendations from committees that require full Governor Body - none <p>Instrument of Governance and Governing Body membership update:</p> <ul style="list-style-type: none">• Nicky Phillips was welcomed as a new staff governor and will take on the role of Wellbeing and Arts link governor.• JW voted back in as Chair – seconded by Michael, no against and no abstentions• JV voted back in as Vice Chair – seconded by Jenny, no against and no abstentions	

	<p>For Discussion</p> <ul style="list-style-type: none"> • <u>Head teachers report</u> <p>AK spoke about the report in detail:</p> <p>Pupil movement:</p> <p>During this school year so far we have had the following pupil movement:</p> <ul style="list-style-type: none"> • In – 7 • Out – 0 <p>The percentage of pupils eligible for pupil premium is 40.3% (100 pupils). This is well above the national average. This is a rise of approximately 7% on this time last year.</p> <p>Staffing:</p> <ul style="list-style-type: none"> • x1 teacher has retired • x1 teacher moving on to a new position in another school • x1 LSA starting maternity leave from 31st October 2022 <p>Attendance:</p> <p>Attendance is a key area for improvement particularly to reduce the number of children that are persistently absent (PA). This has been a stubborn problem to solve and persistent absence this term (up to 17/10/22) is 26.7% which is significantly above national rates.</p> <p>Action – AK to update persistent absence figures and to be tracked on a regular basis.</p> <ul style="list-style-type: none"> • Budget: <p>Jenny Dormer spoke about the budget in detail. Some important points to come from the report are:</p> <ul style="list-style-type: none"> • Previously been fortunate to have a surplus to C/F. Due to the increase in energy bills this is now not the case. • High staffing costs compared to other schools. • The TRL for SENDCo was discussed, it had been operationally agreed by Sian and Andrew but needed ratification from the Gobs as counts as a structural change to the staff team. We were pleased to be able to agree to this. <p>Governors are happy for Jenny to submit the approved budget with the deficit amount. Governors acknowledged the work that Jenny has done to try and balance the budget. The summary document detailing the work will also be submitted.</p> <ul style="list-style-type: none"> • School Improvement Plan: <p>Governors to read the SIP and feedback any questions to AK.</p> <ul style="list-style-type: none"> • Sea Mills Super skills Booklet: <p>Governors to read the booklet and feedback any questions in the next meeting.</p>	
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	<ul style="list-style-type: none"> • SIO report: Governors to read report and feedback any questions in the next meeting. <ul style="list-style-type: none"> • Proposed dates for Subject Champions • Term 2: Mathematicians, Authors and Scientists/Engineers (DT) • Term 3: Philosophers, EYFS, SEND • Term 4: Athletes, Engineers, Linguists, Musicians • Term 5: Philosophers (RE/PSHE), Historians/Geographers, Artists • Term 6: Author readers, Authors writers, Mathematicians <p>NB – Core subject Action plans to be presented at the start of the term and the report to be presented at the end of the term.</p>	
	<p>For Noting</p> <ul style="list-style-type: none"> • Correspondence: There were no correspondence to consider • Useful Docs for Ofsted prep: On Gov Hub for all governors to have a look at. • Directors Briefing: none • Check signing of annual declaration of governors: Pinned in governor Hub (all governors have now signed it) • Feedback from Governor Visits including Named/Link Governor reports: • Feedback from training and training suggestions: Michelle Taylor attended Data Training for Govs. Slides available to anyone who would like to look at them and Michelle have also put a few notes on Gov Hub. • Partnership working and Ofsted, Local Authority (LA) and Department for Education (DfE) updates - None • Significant dates including future meetings - as listed below. • AOB: <p>Meeting ended at 8.30pm</p>	

Minutes agreed by the Governing Body and signed by the Chair of Governors:

SIGNED:

DATE: 19th October 2022

Significant dates for 2022/2023

Resources Committee Meetings 2021/22

Term 2– Wednesday 23rd Nov 2022

Term 3 – Wednesday 25th Jan 2023

Term 4 – Wednesday 15th Mar 2023

Term 5 – Monday 3rd Apr 2023

Term 6 – Wednesday 5th July 2023

Standards Committee Meetings 2021/22

Term 2– Wednesday 16th Nov 2022

Term 3 – Wednesday 18th Jan 2023

Term 4 – Wednesday 8th Mar 2023

Term 5 – Wednesday 26th Apr 2023

Term 6 – Wednesday 28th June 2023

Full Governing Body Meeting Dates 2021/22

Term 2– Wednesday 7th Dec 2022

Term 3 – Wednesday 8th Feb 2023 (Full Governors Day)

Term 4 – Wednesday 29th Mar 2023

Term 5 – Wednesday 17th May 2023

Term 6 – Wednesday 19th July 2023

Ofsted Preparation

Term 1 – Wednesday 7th Sept 2022