



GREAT TORRINGTON SCHOOL
Academy Trust

Company Number 769819. A Company Limited by Guarantee, Registered in England

<u>GOVERNORS' BOARD MEETING</u>				
Date	Monday, 19 th November 2012		Time / Location	5:00 pm L5
Potential Attendees	Initials	Position		Comments
Michael Bamborough	MB	Member Governor (Chairman)		Present
Sarah Almey	SA	Parent Governor (Vice Chair)		Present
Tracey Amos	TA	Member Governor (Head Teacher)		Present
David Cobbledick	DC	Member Governor		Present
Marten Gallagher	MG	Parent Governor		Apologies
Pat Grimwood-Taylor	PGT	Co-opted Governor		Present
Amanda Hornsby	AH	Staff Governor (Non Teaching)		Present
Lorraine Kenneally	LK	Parent Governor		Present
Vacancy		Co-opted Governor		Present
Mark Pluckrose	MP	Staff Governor (Teaching)		Present
Richard Rumbold	RR	Member Appointed Governor		Apologies
Jo Simpson	JSi	Co-opted Governor		Apologies
Solomon Singh	SSi	Member Appointed Governor		Apologies
Jo-Anne Stevens	JSt	Parent Governor		Present
Sam Stocker	SSt	Member Appointed Governor		Present
Tim Watson	TW	Member Appointed Governor		Present
Jacqui Whiteman	JSW	Non Governor - Visitor (Deputy Headteacher)		Absent
Rose Elliott	RE	Clerk to Governing Board		Present

MINUTES

2012-13/ GOV/15	Apologies	Apologies were received from RR and MG (medical) and from JSi and SSi unforeseen circumstances.	I
2012-13/ GOV/16	Conflicts of Interest	No conflicts of interests were declared regarding this agenda.	I
2012-13/ GOV/17	Minutes of the Last Meeting and Matters Arising not on the Agenda	Minutes of the meeting held on 1 st October 2012 were reviewed, approved as a true record and signed by MB. Arising. The Handbook has yet to be received. PGT was asked and agreed to join the Audit Committee.	D I I
2012-13/ GOV/18	Minutes of Committee Meetings	<ul style="list-style-type: none"> i) Committee meeting minutes had been sent out in advance. SA reported from Curriculum. The rearranged meeting had been an information dissemination meeting due to the absence of the Clerk. ii) MB reported from Personnel. The Complaints procedure [Policy No 4] was recommended for adoption without amendment. It is on the website and has been used this past year. iii) DC reported from Premises. The new windows have been 	I I

		<p>fitted. As well as the bid for £146,000 to re-clad our flat roofs we have since submitted a bid for a new build to house a resources centre and the Hardy Unit on a piece of land currently not in use, if successful the work has to be completed by 31st March 2013. It was confirmed that there is no cost, other than time, to submit these bids.</p> <p>iv) DC reported from Finance. The budget is currently healthy however forward projections are not strong if pupil numbers drop as demography suggests. On the recommendation from the auditors we have agreed to raise the capitalisation limit.</p> <p>DC gave detail of possible change to clause [No.78] of our Articles of Association which currently limits the amount and expenditure areas of our carry forward. DC proposed that the Governors of GTS Academy Trust formally request amendments to the Funding Agreement dated 29 July 2011 in order that the Academy Trust may follow the Statutory and regulatory guidance stated in the Academies Financial Handbook (September 2012). Governors all agreed this request should be sent, as recommended by the Committee. This has come about now that changes to the Financial Handbook for Academies have been received.</p> <p>DC drew the attention of Governors to financial training sessions offered by our auditors, one in the Spring and one in the Summer Term, to seek to expand the level and breadth of financial knowledge within our Governing Body. There will be opportunity to seek a place at the next meeting; PGT expressed an interest in taking part.</p>	I I I D I I
2012-13/ GOV/19	Funding Review	Neither MB nor TRA had any further information to pass on. MB offered a couple of press articles for governors to peruse.	I
2012-13/ GOV/20	Update on 2012 Exam Results	TRA advised governors of the result of an appeal process regarding the moderation of the IT Media exam. The exam board has agreed that, provided the pupils concerned each submit a piece of work they should have been allowed to complete during the exam period, it was likely that their grades would be adjusted thus allowing them to qualify for the equivalent of two GCSEs each. This would take our A-C grades achieved to over 75%; our highest ever. At least 17 pupils are involved all of whom have left our school; it is a significant challenge and time consuming process to get the work submitted within the deadline as they have each followed their separate routes to FE and employment. It would obviously have been beneficial to them all had this not needed to be a retrospective arrangement.	I
2012-13/ GOV/21	Targets for 2014	<p>TRA explained to governors that there is considerable concern over the unknown in respect to the future awarding of grades at KS4. Schools have been advised that pupils taking GCSEs in January will be awarded a score not a grade and no more will be known until the summer.</p> <p>Following professional discussions it has been decided that we wish to continue with our policy of setting aspirational targets. Our current knowledge of pupils, their KS2 attainment and their INSIGHT tests lead us to these decisions and aim for a top 25% national FFTD level. To do otherwise would be to do a disservice to the pupils and the community.</p> <p>FFTD suggests our overall % will be 56. We believe our top</p>	I I

		<p>expectation is 58% so we wish to set a target of 62% A*- C passes. In maths FFTD would say 65% with the highest at 72%; Maths predict 69%.</p> <p>FFTD shows 69% with 74% at the top; English are aiming for 74%. Governors agree that it is their role to challenge the staff and the pupils and are therefore in agreement with these targets as recommended.</p>	I I D
2012-13/ GOV/22	Staff Dress Code	<p>Recently some discussion had been required regarding whether or not it was time to review the staff dress code. This had been discussed at Personnel where it was agreed to seek governor's views at this meeting. Many governors expressed views but eventually determined that beyond wishing staff to take a professional attitude to their appearance they preferred to have the matter of the Code managed by the Headteacher.</p>	D
2012-13/ GOV/23	Policy Documents	<p>The Complaints Procedure was adopted as recommended by Personnel Committee.</p>	D
2012-13/ GOV/24	Free School	<p>TRA reported that she has learned from the Free School website that a Headteacher has been appointed; a curriculum statement has been posted. They say they are still considering 4 possible sites but the arrow is currently positioned at Bucks Cross. Temporary buildings are proposed for the opening with a full building programme planned for the future. TRA added that free schools have the advantage of parents being allowed to change their mind up to February for registration which will undoubtedly affect other local schools. The meeting moved into Part 2.</p> <p>LK apologised and left at 6.20 to return to work.</p>	I I I
2012-13/ GOV/25	DAG Information	<p>MB checked that governors were receiving DAG newsletters for both schools and academies; they confirmed that they were.</p>	I
2012-13/ GOV/26	Items Brought Forward Through the Chairman	<p>i) SSt queried why all SLT would be out of school at the same time tomorrow afternoon, evening and Wednesday. TRA explained these sessions are to make focussed progress on the School Improvement Plan. The middle leaders have already written their submissions; this will enable a joint focus and understanding of the way forward and bring things together then allocate responsibilities. Middle leaders will have opportunity to modify their plans prior to final submission to Governors for approval.</p> <p>ii) MB reported that a new School Improvement Officer [John Shears] has been appointed due to the illness of the previous post holder.</p> <p>iii) MB drew attention to the Governor Skills Audit forms and requested return of those outstanding. Paper copies were circulated. Thanks to those who had already returned theirs. He also agreed to send out a 20 questions governor quiz.</p> <p>iv) MB reported that 4 pupils had represented GTS at the Remembrance Parade; they were a credit to the School.</p> <p>v) TRA presented the proposed School Term Dates for 2013 – 14. She explained the parameters, internal consultation process and the rationale behind the proposals. Governors gave their comments and then voted agreeing unanimously to accept these dates as proposed.</p>	I I I I I D

		<p>vi) TRA read from a letter received from a representative of the Russian Space Master Class project. We are offered the opportunity for 40+ pupils to attend at a time of our choosing for a week to increase their science, engineering and historical knowledge as well as enjoy cultural experiences. SA recommended this as a worthwhile experience. Governors agreed in principle for this to be taken further.</p> <p>vii) TRA mentioned a request from Gill Clayton for volunteers to accompany Yrs 9 and 10 on a film visit to the Plough. MB, JSt and AH offered their services.</p> <p>viii) MB apologised for any confusion and stated that the GTS Academy Trust AGM would now be held at 8.30 am on 7th January. The previous published meeting date of 11th December 2012 has been redesignated as a Governors meeting, commencing at 3.30 in M1, to receive and approve the published accounts. SA and JSt gave their apologies for these meetings.</p>	<p>I</p> <p>D</p> <p>I</p> <p>I</p>
2012-13/ GOV/27	Dates & Times of Next Meetings	<p>Full Governors' Meeting, M1, Tuesday 11th December 2012 at 3.30 pm.</p> <p>AGM Headteacher's Office, Monday 07th January 2013 at 8.30am.</p> <p>Curriculum, Meeting Room 1, Monday 07th January 2013 at 5.00 pm.</p> <p>Personnel, HT's Office, Tuesday 08th January 2013 at 5.00 pm</p> <p>Premises/Finance, Meeting Room 1, Monday 14th January 2013 at 5.00pm.</p> <p>Full Governors' Meeting, L5, Monday 21st January 2013 at 5.00pm.</p>	<p>I</p>

The meeting closed at 6.45 pm