



**GREAT TORRINGTON SCHOOL
Academy Trust**

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

<u>GOVERNORS' BOARD MEETING</u>				
Date	Monday, 20 th May 2013		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	Apologies	
Amanda Hornsby	AH	Staff Governor (Non Teaching)	Present	
Lorraine Kenneally	LK	Parent Governor	Apologies	
Mark Pluckrose	MP	Staff Governor (Teaching)	Present	
Jo Simpson	JS	Co-opted Governor	Present	
Tim Watson	TW	Member Governor	Apologies	
Vacancy		Co-opted Governor	Vice JMCL	
Vacancy		Member Appointed Governor	Vice RR	
Vacancy		Member Appointed Governor	Vice SSi	
Vacancy		Parent Governor	Vice JSt	
Vacancy		Member Appointed Governor	Vice SSt	
Jacqui Whiteman	JSW	Non Governor (Deputy Headteacher)	-	
Rose Elliott	RE	Clerk to Governing Board	Present	

MINUTES

4.30pm – 5.00pm	Presentation	MB thanked John Stanier and Adrian Farmer for a most enlightening presentation on the study modules for the new Yr 7 Curriculum. There are six major topics and plans to involve the local council and employers. Pupils are posed some questions for which information can be easily accessed online and others that will require further research. 18 staff members will be involved in delivering this to Yr 7; it is to be launched on Wednesday. The modules were drawn up through liaison with Department Heads and incorporate key elements for Yr 7. By the time pupils progress to Yr 8 they should be confident independent learners. TRA adds that our teaching practice will have evolved to accommodate this by that stage [see Report item 62].	I
2012-13/ GOV/56	Apologies	Apologies were received from PGT [away], MG [urgent meeting at Junior Sch], TW [working] and LK [family reasons] these were all sanctioned. The meeting is quorate.	I D
2012-13/ GOV/57	Governor Matters	1. MB confirmed he has received the resignation of Solomon Singh who is unable to stay for a further term of office due to pressure of work. We hope to continue to maintain excellent links with him and his	I

		<p>establishment.</p> <p>2. MB referred to the information sent regarding Peter Villiers. It was proposed, seconded and unanimously agreed that Peter be appointed as a Co-Opted Governor to serve a four year term.</p> <p>3. The Parent Governor election process will commence. So far no further names have been proposed for Member Appointed Governors.</p> <p>4. JS volunteered to move to SEN liaison Governor which leaves a vacancy in MFL/ICT [Communications]. She will commence by meeting with Polly Matthews and Alison Atton.</p>	I D I I
2012-13/ GOV/58	Conflicts of Interest	None declared.	I
2012-13/ GOV/59	Minutes of the Last Meeting	The Minutes of the meetings held on 25 th March 2013 were reviewed, agreed and signed as a true record.	D
2012-13/ GOV/60	Matters Arising not on the Agenda	None. SA arrives, JS apologises and leaves, 5.25 pm.	I I
2012-13/ GOV/61	Minutes of Committee Meetings	<p>No matters arising from Curriculum meeting.</p> <p>Personnel. Noted the internal appointments of two temporary Assistant Headteachers.</p> <p>Premises. DC gave out an information sheet from Jon Buss [copy attached] which detailed the costs and estimated savings associated with the proposed changes to printing facilities. The residual value of the equipment has been taken into account. It is intended to streamline and update also to account for the amount of copies by use of staff badges. It was agreed that our preferred course of action would be to lease over 5 years but if this proves too difficult [government approval is required] then a 3 year lease will be negotiated.</p> <p>DC referred to a request from a neighbour to purchase a right of way on the GTS owned lane abutting the school and accessed from Calvesford Road; it was agreed to pursue this further.</p> <p>We are continuing to investigate the possibility of changing to cashless catering.</p> <p>Finance. TRA showed the iRIS equipment that will be used for training purposes. See diagram attached to HT Report below.</p>	I D D D I I
2012-13/ GOV/62	Report of Headteacher	<p>TRA presented a written report [copy attached].</p> <p>Progress Headlines. Predictions are shown however no one can be certain how these will be affected by changes to national boundaries. At present we foresee these could be balanced by subjects not directly affected by these changes coming up with strong results.</p> <p>Teaching and Learning. Changes were explained by TRA for next and future academic years. The detail of the effect on the directed time schedule is contained within the report. TRA explained, with reference to the attached diagram, how the training and iRIS equipment is expected to impact on progress towards our targets. The performance of staff will be key to our success and TRA believes that investment in this tool will reap the anticipated responses and rewards for those involved. Staff will also find the process useful to</p>	I I

		<p>support their submissions in the new pay progression scheme expected to be introduced in the next School Teachers Pay & Conditions Document. Safeguards for confidentiality are built in to the plans but staff can opt to share for the benefit of all. Trios will work together supporting each other; training is commencing very soon. Governors were keen to see if this method would result in fewer changes of pupil behaviour than when a member of the SLT is in the room.</p> <p>Enrichment and Intervention. How to give feedback will be included in the training element of the Thursday sessions.</p> <p>Pupil Numbers. The PAN is set at 160 for the present; TRA asks Governors to consider whether or not in the future we should introduce a form of entrance assessment.</p> <p>SIP. TRA reports that Jane Creasy has been appointed as our new School Improvement Officer.</p>	I I I I
2012-13/ GOV/63	Admissions Policy 2014	The Admissions Policy for 2014/15 has been determined and is published on the school website.	D
2012-13/ GOV/64	Free School	<p>Planning consent has not been obtained at the proposed local site but we understand that Route 39 have secured premises at the former Clovelly School at Higher Clovelly. As this would not result in a change of use of the existing vacant building it would not require planning permission.</p> <p>MB thanked the three governors who responded to him following circulation of his recent letter to the government which was copied to all governors and other parties. He has had no response from the addressee or any other recipient other than the MP for North Cornwall.</p>	I T I
2012-13/ GOV/65	Items Brought Forward Through the Chairman	<p>MB referred to the New Handbook for Governors that has replaced the Guide to the Law. A copy has been e-mailed to each Governor. MB thanked MP for his work with the pupils who took part in Torrington's Got Talent. It was a very good event. It was a shame that no boys had taken part.</p>	I I
2012-13/ GOV/66	Dates & Times of Meetings	<p style="text-align: center;">2013</p> <p>Curriculum, Meeting Room 1, Monday 1st July at 5.00 pm</p> <p>Personnel, HT's Office, Tuesday 2nd July at 5.00 pm</p> <p>Premises/Finance, HT's Office, Monday 8th July at 5.00pm</p> <p>Full Governors' Meeting, L5, Monday 15th July at 5.00pm, preceded by a presentation at 4.30pm from A Bloodworth on the Safeguarding Report.</p>	I

The meeting closed at 6.30 pm