

MINUTES OF MOORCROFT SCHOOL GOVERNING BODY

Non Confidential Minutes for the Full Local Governing Body (LGB) Meeting
Held at Moorcroft School
on Thursday 8th October 2015 7:00 p.m. to 9:00 p.m.

Present:

Margaret Bird	MB	Governor	Chair
Andrew Sanders	AS	Governor	Head of School (HoS)
Collette Stone	CS	Governor	
Toni Moore	TM	Governor	Parent (to 8:50 p.m.)
Lisa Hatcher	LH	Governor	Service Manager for Families and Safeguarding
Mike Wisgard	MW	Governor	
Bozena Sarosiek	BS	Assistant Head of School	Observer (to 8:30 p.m.)
Carey Philpott	CP	Clerk	

The meeting was declared quorate.

Item	Discussions and Decisions	Action
1/2015-16	<p>Appoint Chair of Local Governing Body (LGB)</p> <p>CP asked who wishes to stand as Chair of the LGB. MB is happy to continue. She was nominated by MW, seconded by CS. All governors AGREED and MB was ELECTED Chair for the next year.</p>	MB elected Chair.
2/2015-16	<p>Welcome</p> <p>MB welcomed everybody to the meeting.</p>	
3/2015-16	<p>Apologies of Absence</p> <p>a) Apologies had been received from Phil Haigh (PH), Alvin Walenn (AW), Andrew Irving (AI), Debbie Wiseman (DW) and Kam Parmar (KP), which the governors accepted. CP reminded governors that they do not have to accept all apologies, but they</p>	Apologies accepted.

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	<p>wished to do so. MB will contact PH to say his contribution is valued, but the governors would like to see him attend. Governors had agreed at a previous meeting that as it is difficult for KP to attend LGB meetings at the moment, her email input would be valued. KP had sent a useful contribution to the Careers Education and Guidance document which had been circulated.</p> <p>b) Although the LGB legally needs to have a minimum of 2 parent governors, governors agreed that it would be preferable to have more, especially as KP finds it difficult to attend meetings. Parents will be notified that there is an opportunity to become a parent governor via a flyer at parents evening and on the back of the next newsletter.</p>	<p>Try and find more parent governors.</p>
4/2015-16	<p>Appoint Vice Chair of LGB</p> <p>DW had stated that she is happy remain as vice-chair and on the Finance committee, unless anyone else wants to offer. No-one else wished to be vice-chair, so DW ELECTED vice-chair.</p>	<p>DW Vice-Chair</p>
5/2015-16	<p>Declaration of Interests</p> <p>Governors' who had not sent their annual declaration of interest forms electronically, handed them to the clerk. There were no new declaration of interests to declare.</p>	
6/2015-16	<p>Approval of the minutes of the last FGB meeting 23rd April 2015</p> <p>The non-confidential minutes of the last FGB meeting were AGREED as an accurate record, and were duly signed, each page initialled by the Chair of the LGB.</p>	<p>Non confidential minutes AGREED</p>
7/2015-16	<p>Matters arising from the previous meeting not covered in the rest of the minutes</p> <p><i>Item 67/2014-15:</i> CS wished to be linked to the CPD SIP target.</p> <p><i>Item 67/2014-15:</i> MW suggested that there was no need for the minutes to repeat the presentation. In future only questions and answers will be recorded by the clerk.</p>	<p>CS linked to CPD target.</p>
8/2015-16	<p>Items for Any Other Business</p> <p>None.</p>	
9/2015-16	<p>Focus this meeting: Pupil Achievement 2014-16 from Bozena Sarosiek, Assistant Head of School.</p> <p>BS handed out a copy of her assessment report for 2014-15 and copies of her Powerpoint presentation.</p>	

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	<p>a) CS enquired why progress against P-levels for students in KS3 is now outstanding and was not before. BS replied:</p> <ul style="list-style-type: none"> i. In the previous year the school moderated P Levels by checking progress against a list of activities pupils should complete to meet each P Level descriptor. However, these activities were designed for primary school children and not all of them are used by class teachers. In June 2015, teachers' were asked to bring their own examples of how pupils met each P level; this means the school can provide more accurate data. BS said that there are national level descriptors that every school is using at the moment, even though they are limiting. Alternatives are being investigated. ii. Staff training has broken down targets into manageable steps. iii. AS added that over the last year there has been additional rigour that was not there before because BS is holding a lot of teachers' to account and action plans are being put in place where considered necessary. iv. Please see confidential minutes. <p>b) Please see confidential minutes.</p> <p>c) TM queried whether parents' are told about their child's learning outcomes and targets. BS responded that last year's had been communicated and this year they will be sent out soon. The reason they were not sent earlier this term was because the new teachers' will add baselines for students in their new classes from September. BS stressed that baselines will differ from July to October, so it is better to wait and take this information into account. A short questionnaire will also be added, and parents' will be encouraged to respond how their child's skills are developing at home. The 12 PLO targets will be added to the pupil's Annual Review.</p> <p>d) TM predicted that is a significant high workload for BS to liaise with every teacher, discussing every pupil. BS agreed it is a lot of work, and she does this with P levels. Spot moderation takes place with PLOs.</p> <p>e) Please see confidential minutes.</p> <p>f) MW stressed the importance of communicating with parents' so that they understand what information is being sent out. The language used is important. BS agreed, and referred to the</p>	

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	<p>report on the website which uses different language to the one sent to governors. Terms are simpler and the format is more friendly.</p> <p>g) Progress against P-levels for students in KS4 is good, not quite outstanding. MW assumed that progression from KS3 to KS4 will bring educational values and therefore a rolling progression. BS replied the opposite is the case, as progress slows over time between key stages.</p> <p>h) TM queried why KS3 is outstanding compared with the national average, whilst KS4 is only good, if there was poor teaching earlier on. AS agreed that 3 years ago some Moorcroft students were underachieving. Many students in special schools will peak in adolescence. P levels are not used in the 6th Form, instead targets are related to work and living in the community. The school believes that progress against personal targets is what is important for the students. Reporting against P levels is because that is what the government expects. P levels were devised in 2008, and better systems have overtaken them. In September, Ofsted changed their guidance towards assessment. They now acknowledge other systems if they are robust enough, and encourage each school to develop their own systems.</p> <p>i) MW enquired whether Ofsted separates Croft House (PMLD pupils). BS replied that usually Ofsted looks at age groups and key stages. The school analyses pupils by different cohorts, and will change the strategy if it is not working. AS stressed that it is important to ensure the data is robust.</p> <p>j) TM is pleased that targets are linked to relevant outcomes. She stressed that it is important to communicate them to parents' so that parents' can work at home with their child, concentrating on some of the targets.</p> <p>k) MW wanted to know how teaching staff responded and engaged with assessment. BS said that they appreciate the support. They struggled when they were given generic advice. Different members of staff are at differing stages. At the end of the academic year, a meeting is held to make staff aware of the whole school and in particular their next classes. Staff find it useful and BS has received very positive feedback.</p> <p>MB thanked BS for her comprehensive presentation.</p> <p>BS left at 8:30 p.m.</p>	

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10/2015-16	<p>Eden 19-25 Provision Working Group</p> <p>This was not discussed.</p>	
11/2015-16	<p>Reports</p> <p>a) Chair's Report</p> <p>MB had circulated a written report and invited questions. MW was interested in going on a learning walk and AS will invite him.</p> <p>b) Head of School's report (HoS)</p> <p>AS's written report had been circulated and he asked if governors had any questions.</p> <ul style="list-style-type: none"> i. MB enquired how the new teachers who started in September were performing. AS replied that the next round of observations start next week. There will be interviews for a teacher and 3 TAs before half term. ii. MW enquired whether TAs who do not have a 2:1 degree can become a teacher. AS replied that it is possible, there is also a conversion course which is a long process. iii. MB asked about the progress of the new boiler. AS replied that the school will be warm for winter. <p>c) Representative on BoD's Report</p> <p>CS reported that the board has a new Chair, Barry Nolan. Susan Douglas remains the CEO. Karen Deacon is Deputy Chair. There are 5 committees. Now that it is the third year of the Academy, SD is drafting a Business Development Plan.</p>	<p>AS to invite MW to go on a learning walk.</p>
12/2015-16	<p>SIP 2015-16 and governor links to include skills audit</p> <ul style="list-style-type: none"> a) Due to lack of time, AS suggested deferring the discussion on the SIP to the next FGB meeting. He will write a paper on the progress and how to get governors involved. b) MW had summarised the governing body skills audit, which 6 governors had completed. There is a good breadth of knowledge. He identified two weak areas are: <ul style="list-style-type: none"> i. Knowledge and progress of the LA (it was thought that perhaps PH could help in this area). ii. Knowledge of the educational system and schools in general. 	<p>SIP discussion postponed.</p>

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	TM left 8:50 p.m.	
	<p>Ratification of British Values Policy</p> <p>Governors had read this policy before the meeting and no-one had passed any comments to AS. It was therefore ratified by governors and signed by MB.</p> <p>AS had circulated a Careers Education and Guidance document to governors and there had been many constructive comments via email.</p>	<p>British Values Policy RATIFIED</p>
13/2015-16	<p>Urgent Items from Business Meeting or Board of Directors</p> <p>None.</p>	
14/2015-16	<p>Any Other Business</p> <p>a) MW stressed the impact on parents of targets and standards of teaching which he was not convinced was reaching them. He thought that there is more parental engagement in other schools. AS and LH disagreed, and parental engagement will be added to the next FGB meeting agenda.</p> <p>b) Governors wished to thank AW for his time on the governing body. He is leaving the school next month and will leave the LGB. MB will write to him.</p>	<p>Parental engagement on next agenda.</p> <p>MB will write to thank AW for his time on the GB.</p>
15/2015-16	<p>Focus for next FGB meeting</p> <p>What is happening at Moorcroft.</p>	
16/2015-16	<p>Dates for future meetings, all to start 7 p.m.:</p> <ul style="list-style-type: none"> • <i>Thursday 26th November 2015 Business</i> • <i>Thursday 4th February 2016 FGB</i> • <i>Thursday 10th March 2016 Business</i> • <i>Thursday 21st April 2016 FGB</i> • <i>Thursday 16th June 2016 Business</i> 	

There are confidential minutes for this meeting.

Meeting closed at 9:00 p.m.