	Governors held at the school on Thursday 19 th March 2015 at 4.30 p.m.	
Present: M	r. M. Gibson (M.G), Mrs J.Grainger (H.T.), Mr D. Lawrenson (Chair), Mrs R.Loadm	nan (R.L)
	J. Sargent (J.S.), Mrs M. Saunders (M.S.), Mrs. S. MacAndrew (S.M.) Mrs S. Yate	
In attendar	nce: Mrs. Beverly Smeeton (Clerk) 8 Go	overnors +
Apologies		1
Minute No.		Actio
	PART 'A' - PROCEDURAL	
GB 43/14	Welcome	1
	The Chair opened the meeting at 4.30 p.m. by welcoming all attendees and thanking everyone for attending.	
GB 44/14	Apologies for absence	
	The Clerk reported that apologies had been submitted from Mr. N. Haresign due to work commitments.	
	Resolved: That the above apology be noted & that the absence be consented to.	
GB 45/14	Declarations of Interest and Confidentiality The Governing Body noted the rules about confidentiality & the declaring of interests - none declared. Governors noted that there would be an update on staffing structure at the end of the meeting.	-
GB 46/14	Notification of Urgent Other Business None.	
GB 47/14	Board of Governors Membership update The Clerk reported that there is currently a vacancy for a co-opted governor and the Chair outlined that there may be an interested member of the community who could offer a desirable skill set to the G.B. Governors agreed that the Chair should make a formal approach to secure the potential candidate, if possible.	
	Resolved: That on behalf of the G.B. the Chair will invite the suggested candidate to consider a position on the G.B. as a co-opted governor.	Chair
GB 48/14	Minutes Governors had previously received a copy of the minutes for consideration.	
	Resolved: That the minutes of the last meeting held on 4 th December 2014 be approved and signed by the Chair as a correct record.	
GB 49/14	Matters arising Governors agreed that any matters arising would be covered through the Agenda.	
GB 50/14	Date and Time of next meeting – Thursday 2 nd July 2015 at 4.30 p.m.	ALL
	PART 'B' - SCHOOL IMPROVEMENT	
GB 51/14	Headteacher's Report A written report had been circulated to Governors prior to the meeting (here appended to these minutes) along with the Raiseonline Report. All governors had also received the SDP updates and pupil progress data from the I.C. meeting. The H.T. outlined the current situation with the MSA post and governors noted that H.R. are currently working on the job description. The issues and financial implications were explored and the Chair volunteered to have a conversation with	Chair
	 C.L. The H.T. further reported and the chall volunteered to have a conversation with C.L. Numbers on roll and notable events in the spring term - governors were pleased to note that there will be a possible 9 new starters in Foundation Stage and some other mid-year admissions. Parental engagement - very successful DEEL day. Parental questionnaire has been returned (40%) - encouraging 100% response 	Clerk to Agenda

 Cleri discussed and it was decided that the December meeting would be appropriate. Standards – Governors noted that pupils in receipt of P.P. made very good progress and that this was clearly demonstrated on the school website. K.R. is on the NPQML (Middle Leadership course) and will be leading on an area of the S.D.P. Governor question 2: Will we be in a position to take the S.D.P. forward? Can it go to the I.C. & then feed into the next F.G.B? Answer: Yes, the H.T. confirmed that the S.D.P. will be in place at the beginning of the next academic year. Governor nor duestion 3: Can the I.C. also look at attendance data? Answer: Yes. Governors are don'the inplace at the beginning of the new curriculum. Governor question 3: Can the I.C. also look at attendance data? Answer: Yes. Governors are that it is inportant to recognise with small cohorts that there can be violent swings which have a disproportionate effect on the data. Governor question 4: Have we had the E.D.A. Report? Answer: Not yet . The H.T. confirmed that the Chair & Vice had attended part of the meeting with the E.D.A. and that the report will be forwarded when received. Community Cohesion - Governors discussed the well supported and successful quiz night and noted the goodwill in the village and how this links to the 100% positive response to the question about the reputation of the school rews. Health & Safety – Governors noted that a premises audit had been completed by the Chair and H.T. Remedial works are either completed or 'in hand'. The cloakroom damp issue will be addressed in the Easter holiday and confirmation has been received that the closure of the S.L.S. That the school will have regular input to the village and Parish newsletters to keep the community updated about the 'Friends', the 100 Club and other mews. That the Chair will write an article for the school newsletter about 	GB 51/14 cont	 Update on assessment of the new curriculum – the school has bought the new Essex Target Tracker through Swaledale Alliance. The H.T. outlined arrangements for 6 new baseline systems in the Foundation Stage which are being trialled nationally. 	
transferable if pupils move out of the area ? Answer: The Swaledale Alliance will be having a meeting to discuss this – the outcomes will be transferable across systems as the scales will be the same, but just assessed in a different way. Governors noted that the school will be trialling the new target tracker ready to start in earnest in the Autumn Term and that once the pupil progress data is stored, governors will be able have access to a 'read only with no names' link. The most advantageous timing for the consideration of Raise' data was discussed and it was decided that the December meeting would be appropriate. H.T. . Standards – Governors noted that pupils in receipt of P.P. made very good progress and that this was clearly demonstrated on the school website. K.R. is on the NPQML (Middle Leadership course) and will be leading on an area of the S.D.P. H.T. Governor question 2:- Will we be in a position to take the S.D.P. forward ? Can ing to the 1C. & then feed into the next F.G.B? Answer: Yes, the H.T. confirmed that the S.D.P. will be in place at the beginning of the next academic year. Governor question 3:- Can the I.C. also look at attendance data ? Answer: Yes, Governors agreed that it is important to recognise with small cohorts that there can be violent swings which have a disproportionate effect on the data. H.T. Governor question 3:- Can the I.C. also look at attendance data ? Answer: Yes, Governors agreed that it is important to recognise with small cohorts that there can be violent swings which have a disproportionate effect on the data. H.T. Governor question 3:- Can the I.C. also look at at		Governor question 1:- Will all schools locally be using the same one to	
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the 'Friends'.		the 100 Club and S.M. will write an article to promote the work of	Chair S.M.
: That the H.T. be thanked for the informative report on all aspects of school life and that congratulations be forwarded from governors to pupils and staff for successes at the Wensleydale Festival, where 3 trophies were won (1 shared).		of school life and that congratulations be forwarded from governors to pupils and staff for successes at the Wensleydale	н.т.

GB 52/14	Minutes of the Resources Committee	
	Governors had received the committee Minutes prior to the meeting and the Chair of the Committee gave governors an overview of the meeting and the opportunity	
	to ask questions. Governors discussed the MASS contract and the H.T. reported that some schools	
	who have tried other providers, have returned to MASS as they were found to	
	represent better value. The H.T. shared details of the updated budget, which will	
	be forwarded to governors.	School
	Resolved :- That the school continues with the full MASS contract.	Admin
	:-That the H.T. forwards the updated budget monitoring report to all governors.	Н.Т.
	:-That the SFVS be approved for submission to the L.A.	
	:-That the draft Minutes of 05.02.15 be received and accepted.	
GB 53/14	Minutes of the Improvement Committee	
	Governors had received the committee Minutes and supporting papers prior to the meeting. The Vice Chair gave an overview of the main points and governors were invited to ask questions :-	
	Governor qu. 5:- The tracking update for maths shows 100% of Y4 pupils reaching their target, but the projection for 2017, when those pupils are Y6 shows 83% reaching Level 4. Can you explain ?	
	Answer:- The H.T. explained the dynamic of the cohort and that whilst some pupils may have made excellent progress and reached their targets, the Y6 target outcome will not be the national expectation for all of the cohort.	
	Resolved :- That the Minutes of the Improvement Committee meeting held 05.03.15 are received and accepted.	
GB 54/14	Safeguarding Audit Governors noted that the Safeguarding Audit had been completed and S.Y. outlined the action plan formed from that audit.	
	Governor qu. 6:- Are there any particular issues that governors need to have more information about ?	.
	Answer: Not really – governors agreed that at the next Improvement Committee meeting there would be an item about how the pupils are taught about keeping themselves safe.	Clerk to Agenda 11.06.15
	Resolved: That S.Y. and the H.T. will liaise to progress the action plan further and governors will be updated as appropriate	H.T & S.Y.
GB 55/14	Analysis of Governor Questionnaire	
	Governors had received the analysis document prior to both of the committee meetings, where it had initially been discussed. The Chair identified some responses which needed to be further 'un picked' and analysed. Governors agreed that some of the outcomes were partly influenced by interpretation of the question and explored how they might use the results of the questionnaire to develop the effectiveness of the G.B. As a great deal of information about the performance of the school is available, governors felt that a simple summary of	Н.Т.
	key issues, intended actions and the resulting impact would be helpful.	
	Governors also discussed the development of the Link Governor role and how this could evolve to take account of current good practice and what is best for the school and it's pupils in the future. The Governor School Visits Policy was reviewed alongside this discussion and it was agreed that governors would email any further comments to the H.T. and the Chair, Vice and H.T. would progress this development work so that the policy and link roles could be again considered at the next F.G.B. meeting 02.07.15 and be in place for September.	
	Governors also considered how they interact with different stakeholder groups and how accessible they are to those groups. Governors noted that more	

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GB 55/14 cont	 opportunities could be taken to 'flag up' the role of governors and highlight how they perform that role, to both parents and pupils. Governors recalled that the I. C. had suggested 'welcome' and 'look back' letters from the Chair at either end of the school year .Other suggestions were made, to include a more visible role at school events e.g. the Chair or other governors giving the 'thank you' speech at the end of school events or handing out the certificates at the Leavers Service. The Chair requested that the H.T. ensures that governors are aware of these opportunities. Resolved: That the H.T., Chair and Vice will progress the development work identified through the questionnaire analysis, as outlined above. 	H.T. Chair, Vice C, H.T.
	: That the Chair will write a welcome letter to all families in September and a celebratory summary of the year in July.	Chair
	: That all governors will endeavour to raise the profile of governance and forge links with parents and pupils at events and through their link role work.	ALL
	S.M. left the meeting at 6.30 p.m.	
GB 56/14	Policy review The Chair invited any governor comments on the Policies for review which governors had received prior to the meeting. Governors noted that Minute GB 54/14 had dealt with the Governors Visits Policy. Governors had also been provided with a list of policies the review and adoption of which could be delegated to the Headteacher.	
	Resolved :- That the following Policies having been duly reviewed are approved and adopted :- Admissions Policy Restraint and Physical Intervention Policy	н.т.
	That the identified Policies are delegated to the H.T. to be approved and adopted according to the schedule (here appended to these Minutes)	
GB 57/14	Review of the School Website Governors had received guidance on what information must be published on the school website and noted that the website has improved and that it is compliant.	
	Governor qu. 7:- Are the photos regularly updated? Answer:- The H.T. explained that the school tries to keep the photos current but sometimes it is difficult to find a new photo which sums up the event or activity as well as the existing one.	
	S.Y. volunteered to bring back ideas from some research on other school websites.	SY
GB 57/14	Governor Training J.A. and R.L. reported that they had attended Finance training which had been useful and thought provoking.	
	Governor qu. 8:- Why was it useful ?	
	Answer : It highlighted the need for governors to be challenging about school finances and make responsible decisions. It underlined the importance of accountability and the need to say 'no' if necessary.	
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GB 58/14	school finances and make responsible decisions. It underlined the importance of accountability and the need to say 'no' if necessary. The Clerk had attended the GSIN and gave a copy of the handouts to the Chair. The H.T. reported that J.M. the Area Lead Advisor (Primary) would be holding a cluster event to look at Collaborative partnerships between schools at Crakehall	
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Date.....

GB 58/14 cont	The Visits policy schedule for the summer term was discussed :- D.L. – Computing M.K. – P.S.H.E.	Chair & Vice to liaise with H.T.
	PART 'C' – OTHER BUSINESS	
GB 59/14	Correspondence	
	The Chair and H.T. confirmed that they had received the updated guidance on Disqualification by Association as forwarded by the Clerk and this is being actioned.	
	PART 'D' – PERSONNEL	
GB 60/14	Staffing ReviewThe staff governor left the meeting at this point -7p.m.	
	The H.T. confirmed that the additional T.A. hours have been implemented and explained that the staffing structure is currently working well. Governors agreed that with a potential rise in pupil numbers the staffing structure needs to be maintained.	
	Governor qu. 9:- Will the existing staffing structure be financially viable ? Answer:- The H.T. reported that the Bursar hadn't highlighted any possible difficulties at this stage. Governors noted that this will be fully considered at the next Resources Committee meeting when the Start Budget is addressed. Governors also agreed to consider the relationship between supply costs and permanent contracts at that meeting.	
	Resolved:- That the staffing structure and other staffing matters will be considered at Resources Committee meeting 21.05.15 along with the Start Budget.	Clerk to agenda 21.05.15
	There being no further business the Chair closed the meeting at 7.10 p.m.	
Date & Tim	ne of next Meeting – The next full Governing Body Meeting will be held on Thursday 2 nd July 2015 at the school at 4.30 p.m.	

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