



STENBURY FEDERATION

Interim Executive Headteacher: Mr M Snow
Chair of Governors: Mrs D Barker



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MINUTES OF THE STENBURY FEDERATION GOVERNORS MEETING HELD VIRTUALLY ON WEDNESDAY, 24th May 2023 COMMENCING AT 5.30pm.

Membership:

Di Barker (DB) Chair Local Authority Governor
Kate Green (KG) Co-opted Governor
Neil Jackson (NJ) Co-opted Governor
Polly Smith (PS) Staff Governor

Mark Snow (MS) Interim Exec HT – Godshill/C&R
Angela Dexter (AD) Co-opted Governor
Nicole Sturgess (NS) Parent Governor

Suzie Ellis (SE) Associate Governor

Also in attendance - Leigh Mannix Clerk, L Morgan-Huws (Deputy) and K Hart Teacher

The Meeting was quorate with 6 in attendance – current membership is 7

Vacancies: 2 x Co-opted Governor & 1 x Parent Governor

Key: Challenge, Support, Ring-Fenced, Decision, Action

| Item | Minute | Action | By |
|------|--------|---|-----------|
| 1 | | The Powerpoint to be sent to the clerk to cascade to Governors | Clerk |
| 2 | 5 | Governors would like to see a monitoring statement at the next meeting, due to take place on the 12 th July 2023. | KW |
| 3 | 6 | The minutes from the 19 th April were deferred to the next meeting. | Clerk |
| 4 | 7 | LM to send the latest H&S audit to KG | Clerk |
| 5 | 9 | The SEF will be sent through to the clerk to cascade to Governors. | MS/LMH |
| 6 | 9 | KG to arrange a meeting with LMH and DG - Safeguarding | KG |
| 7 | 10 | This would be followed up and looked into. Column in SCR Right To Work | Clerk/DB |
| 8 | 12 | It was requested the clerk follow this up with the school business manager regarding the subscription. National College. | Clerk |
| 9 | 14 | The following draft policy needed some amendments, to add the schools reporting system “My Concern” and would be on the agenda for the next meeting in July. o Child on Child Abuse (<i>Adult Version</i>) | Clerk |
| 10 | 18 | It was agreed that the parent’s survey should be discussed by all Governors. AD and DB would discuss the pupil survey. DB and KG would discuss the staff survey. | Governors |

| | | | ACTIONS |
|---|--|--|----------|
| 1 | <u>Apologies & Welcome</u> Apologies: N Sturgess and S Ellis | | Accepted |
| | <u>History Presentation – KH</u> KH presented a PowerPoint to Governors (<i>Appendix 1 in the minute book</i>) KH reported that the school had been developing the history curriculum this year after reviewing and reflecting on the old curriculum. The staff had discussed the rolling programme of study and this would run in chronological order, with extra topics to cover, building on historical skills they had learnt in the | | |

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Signed.....Chair/Vice-Chair Date.....

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| | <p>previous year. Geography is linked when needed and have focused on trying to expand the children's knowledge of the local area as much as possible.</p> <p>The staff had been asked to create knowledge organisers for each topic, which include a topic overview, component knowledge (sticky knowledge), key vocabulary and historical skills the children may need.</p> <p>FFT (on line assessment tool) – teachers have access to the component knowledge for each topic on the drive.</p> <p>After each topic, each class would complete an exit task, this gives the children an opportunity to show what they know. These would be dependent on topic and age of the children, along with ongoing assessment during lessons, giving the teachers a picture of what the children have understood and remembered.</p> <p>Challenge Q. Is the assessment expectation knowledge based more than skilled based? A. The curriculum is more on knowledge and trying to get much more of those skills as possible. Historical skills on the exit task is more fact based and these skills need to be ingrained at a very young age.</p> <p>Challenge Q. Don't the memory joggers go up with the children? A. On the exit task the memory joggers go on display and class book, the scrapbook goes up with them to the next class. Debates are not so easy to display. All children have the opportunity to answer questions, which are reviewed so they are not missed and left to other children to answer.</p> <p>Thanks from DB, who was impressed with children being able to access local knowledge and how to engage them through history, which makes a big difference.</p> <p>Thanks to KH for her presentation.</p> <p>The Powerpoint to be sent to the clerk to cascade to Governors.</p> | Action |
| 2 | <p><u>Agree Items of Urgent Business at AOB</u> To discuss Equality Statements.</p> | |
| 3 | <p><u>Declaration of Pecuniary Interest</u></p> <p>DB declared that she is also a Governor at Barton Primary School and be a link between the Governing Bodies.</p> <p>MS declared he was the Headteacher at Barton Primary School.</p> <p>AD declared that she is the SBM for Binstead Primary School and PTA Treasurer Gurnard Primary</p> <p>It was agreed that there was nothing on the agenda that would require any of those making declarations to step away from the meeting.</p> <p>No further declarations were made in relation to the agenda items.</p> | |
| 4 | <p><u>Order of Business</u> As agenda Finance reports to be discussed before item 5 on the agenda.</p> | |
| 5 | <p><u>Finance Reports</u> KW reported that the 3 year budgets had to be with County Hall by the 31st May 2023. (<i>Appendix B & Bi in the minute book</i>)</p> <p>Governors were informed that at the end of 2022-2023 Godshill finished the year with a surplus, a fluid figure, effectively clearing the previous deficit position. Chillerton & Rookley concluded the year in deficit, however the budget does forecast the deficit to be cleared by the end of 2023-2024.</p> <p>The budget for Chillerton & Rookley is assuming that the school will close, this was not a standard budget as there is not a lot of expense. There are still running costs while the school remains open, which include service level agreements, website, grounds maintenance etc.</p> <p>Pupils and staff from Chillerton are currently at Godshill.</p> <p>Challenge Q. There is a large amount under admin supplies?</p> | |

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| | <p>A. Funding needs to help fund the pupils from Chillerton, who are at Godshill and paying the wage bill for staff at Godshill. This is covered by the net amount, which also includes invoices.</p> <p><i>Q. With regard to admin do Education Finance know?</i></p> <p>A. There is no contact with Education Finance now moving forward, in line with a letter referring to the deficit. Once the budgets have been submitted KW will wait for any questions. The LA wanted to see positive figures.</p> <p>It was felt by Governors the budgets may be queried by the LA and KW stated he would welcome any questions put to him.</p> <p>Pupils at Godshill from Chillerton & Rookley are included in the headcount for 2024-2025 and need to be on role before the Census, due in October 2023. Staff from Chillerton to be included in the budget at Godshill from 2024-2025. The Barton secondment agreement was to continue. Two new teachers started at Godshill, commencing April 2023 and an office receptionist to start in July 2023. One LSA (apprentice) would be leaving in August 2023. The surplus forecast for 2023-2024, however would be needed to supplement future in year deficits.</p> <p>Moving forward salaries could be a significant cost to the budgets, with the ongoing teacher's dispute. Support staff pay offer is currently with the unions, who are balloting members. Support staff contracts have been amended to reflect additional day holiday as agreed in 2022-2023 pay award.</p> <p>Figures may change in the November budget.</p> <p>Godshills devolved capital allocation has been used to supply a new fence to be erected in the rear playground and for internal works for the new Heads office, and SEN room.</p> <p>There was a new heating system installed nursery, which utilised the energy efficiency grant.</p> <p><i>Challenge</i></p> <p><i>Q. What are the bought in professional services?</i></p> <p>A. The school pays Barton for MS, KW for his time and the seconded teacher, who works at Barton.</p> <p><i>Q. What are the facilities and services at 108?</i></p> <p>A. This is monies being transferred between the two schools</p> <p><i>Q. Where does the nursery funding sit?</i></p> <p>A. This sits under 107 under other grants and payments.</p> <p><i>Q. Is there an update on where we are now?</i></p> <p>A. There is nothing to monitor at the moment as the budget has not been set, once gone through will complete a monitoring statement.</p> <p>Governors would like to see a monitoring statement at the next meeting, due to take place on the 12th July 2023.</p> <p>The one year budget for Chillerton for was proposed by DB and seconded by NJ, all present were in agreement.</p> <p>The 3 year budget for Godshill for one year was proposed by DB and seconded by NJ, all present were in agreement.</p> <p>KW was thanked by Governors for his work on the budgets.</p> <p>NJ informed Governors that this would be his last meeting and would be resigning forthwith. NJ has been a finance Governor during the Federations most difficult time and the inherited budget deficits. He has supported and challenged the LA on behalf of Governors and has gone above beyond the call of duty.</p> <p>His service was very much appreciated and he would be leaving a huge gap on the Governing body.</p> <p>A huge vote of thanks to NJ from all the Governors.</p> | <p>Action</p> |
| <p>KW left the meeting</p> <p>6</p> | <p><u>Approval of the Minutes</u></p> <p>o 19th April 2023</p> <p>The minutes were circulated prior to the meeting.</p> <p>The minutes from the 19th April were deferred to the next meeting.</p> | <p>Action</p> |

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Signed.....Chair/Vice-Chair Date.....

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| | <ul style="list-style-type: none"> ○ Adverse Work Element - LA ○ Alcohol & Substance Misuse – LA ○ Domestic Abuse – LA ○ Grievance – LA ○ Harassment & Bullying – LA ○ Recruitment Policy & Procedure <p>The following draft policy needed some amendments, to add the schools reporting system “My Concern” and would be on the agenda for the next meeting in July.</p> <ul style="list-style-type: none"> ○ Child on Child Abuse (<i>Adult Version</i>) | Action |
| 15 | <p><u>Correspondence</u> There was nothing to report</p> | |
| 16 | <p><u>Impact of the Meeting</u> Impact of the meeting (i) What was the impact of the meeting? (ii) What difference has the meeting made? (iii) How did the meeting contribute to moving key matters forward? (iv) What are the next steps?</p> <p>DB – The good news that the deficit had now been cleared, which was inherited from the previous Governing body. Thanks to KH for her report to Governors. KG – The equality statement to monitor was very helpful. MS – Governors should be driving the school and not school driving the Governors.</p> | |
| 17 | <p><u>Dates of the Next Meetings</u> Wednesday 12th July 2023 @ Godshill Primary</p> | |
| 18 | <p><u>Any Other Business</u> The Staff and Pupil surveys were on the Governors Hub and DB requested that working parties be put together to discuss and sort out action points going forward, to also discuss how to address the concerns from each of the groups.</p> <p>It was agreed that the parent’s survey should be discussed by all Governors. AD and DB would discuss the pupil survey. DB and KG would discuss the staff survey. PS invited Governors to a celebration assembly on the 5th June 2023 @ 8:45am</p> | Action |

There being no other business to discuss the meeting closed at 7.00pm

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