



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, 9th DECEMBER 2020 COMMENCING AT 5.30pm.

Present:

Di Barker (DB) Chair – Local Authority Governor
Kate Green (KG) Co-opted Governor
Catriona Travers (CT) Parent Governor
Angela Dexter (AD) Schools Business Manager

Polly Smith (PS) Staff Governor
Mark Snow (MS) Interim Exec HT – Godshill/C&R
Neil Jackson (NJ) Vice-Chair - Co-opted Governor
Andy Creed (AC) – Co-opted Governor

Leigh Mannix Clerk

Vacancies: One: 1x Co-opted Governor

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

Item	Minute	Action	By
1	5	MS to send out Pupil survey to Governors	MS
2	6	DB to send the final draft of the letter to Governors.	DB
3	9	Governors to write to the staff before Christmas, rather than just relay a verbal message from MS, this would be greatly appreciated.	DB
4	10	KG/DB to get together before the next meeting and discuss areas of responsibility for Governors	DB/KG
5	11	The First Aid policy needed one amendment. The Safeguarding policy needed a date amendment. The EYFS policy needs to be reviewed by PS/KG and presented at the next meeting. The Marking policy to be reviewed. It was requested that once policies are proposed and seconded, they be sent to Staff, so that they are aware of any changes.	Clerk/PS/ KG
6	10	Report from the meeting with the SENDCo	NS

1 Apologies & Welcome:

Apologies: Nicole Sturgess

DB informed Governors that NS had a good meeting with SEND team and the report would follow.

2 Declaration of Interest:


DB declared that she is also a Governor at Barton Primary School to be a link between the Governing Bodies.

KG declared that she is also a Governor at Wroxall Primary School.

AC declared that he is a SBM for Gatten & Lake Primary and Clerk for Gatten & Lake Primary & Wroxall.

It was agreed that there was nothing on the agenda that would require any of those making

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Signed  Chair Date 27th January 2021

ACTIONS

Accepted

declarations to step away from the meeting.

No further declarations were made in relation to the agenda items.

3 **Order of Business:**

As agenda.

4 **Minutes of the Previous Meeting:**

The minutes from the meeting on 25th November 2020 were circulated ahead of the meeting.

The minutes were proposed by NJ seconded by KG with all in agreement.

5 **Matters Arising:**

The matters arising were circulated ahead of the meeting and taken as read. The following issues were discussed:

- a) Item 1: There were some Register of Business Interests still outstanding and these should be sent to the clerk or registered on the Governors Hub
- b) Item 2: This is pending and due to be arranged in the New Year.
- c) Item 3: The pupil survey had been completed. **MS to send out to Governors. DB thanked MS**
- d) Item 4: The SIP/SEF had been circulated to Governors.
- e) Item 5: The first aid policy had been amended.
- f) Item 7: Governors thought it would be more beneficial to have Microsoft teams, but this would have to be up to MS, especially with regard to finances. Governors would take up AC's offer of using teams for a while longer.

6 **Consultation Plan:**

DB reported that, as outlined in the restricted minutes, the next step is to contact the LA by the 15th January and outline the discussion agreed in the minutes. There would be a small working party to draft a letter. NJ was anxious that Governors must stick to the time scale and would be more than happy to help. MS suggested seeking advisement from DH and NS. NJ would be talking to AD on the 15th January, to agree a repayment schedule for the deficit (this cannot be repaid in the next 12 months) so that it would not impact on the children at this time. He would also seek approval of the plan with the LA and BP would be working with the Governors. MS reported that numbers had increased at Godshill and there would be a need for another teacher at some point. NJ felt a discussion was needed with the LA with regard to using some of the budget from C&R to fund the children that have transferred to Godshill.

DB read the draft letter (final draft attached) to Governors and asked for opinions. NJ felt the draft needed to be looked at especially the last paragraph.

Once checked and amended the letter will go out to parents no later than the 18th December, last day of term. Governors were in all agreement.

MS/AD would be seeking advice from HR with regard to the restructuring process and redundancies, holiday pay etc: Governors would need to organise a Redundancy Committee and an Appeals committee, three Governors would be needed for each. AC felt that it would be best practise that staff members not be attached to these committees. DB reported that Governors could use the collaboration agreement and draft in other Governors. Names for committees would be needed by the 27th January 2021.

Challenge

Q Could the staff have a copy before it is sent out to parents.

A When finalised MS would send to staff.

DB to send the final draft of the letter to Governors.

7 **Finance Report:**

Updated budget paperwork had been sent to Governors prior to the meeting. There would be a more extensive budget at the next meeting. AD and NJ had spoken. MS mentioned that with the transitional changes there may be some unseen costs. NJ said there would be another meeting with BP.

DB would get in touch with BP before consultation during the first week in January 2021. AD reported

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that costs need to be reduced where possible. NJ - Governors must ensure that monies must be in place so that there is no detriment to the children in our care at the moment.

MS reported that there can be no major expenses at this time, but basic resources can be purchased.

DB thanked MS, AD and NJ for their work in this matter

8 **Headteachers Report Update:**

MS reported that the basis of the update was the latest report from the LLPR, this had been another positive virtual visit, there were lots of parallels in progress and Godshill was on the right trajectory to becoming a good school. The PP premium is to be updated. The Governors could be involved in monitoring visits using an ipad.

Governor challenges

Improving rigour of teacher assessment – do we have a breakdown of data from teacher assessments that can be shared with Governors and has this highlighted any key training issues?

Godshill					C&R				
	Reading	Writing	maths	comb		Reading	Writing	maths	comb
1 (13)	38	38	46	38	1 (4)	100	100	100	100
2 (17)	65	65	71	59	2 (5)	80	60	100	60
3 (16)	69	69	75	63	3 (6)	33	33	33	33
4 (25)	48	52	72	40	4 (7)	71	71	71	71
5 (20)	55	60	60	55	5 (7)	86	71	71	57
6 (20)	65	65	70	65	6 (2)	100	100	100	100

Phonics: Year 2. GDS. 82.4% (just below) C&R. 100%,

EYFS. PS is very close to achieving a good score.

19+1 73.7% to meet and rising...

We have enough training going on... too much if anything! Governors need to be made aware that staff are inundated with training.

Moderation training for Year 1 and 5 already happened, CK had moderating training and found out that he had been underscoring the children, but he is doing a terrific job, really positive.

English and maths support in place and training this week with HIAS

Leadership project – Maths year 6 being developed for year 3 too

Phonics project Year R Year 1,2, and 3

Subject leader (wider curriculum) training on Thursdays

Staff wellbeing – what is in place to support the health and wellbeing of staff, through what has been a challenging year?

All teachers have been given a day off site...

Staff secret Santa

Tried events, but lock down got in the way

Chocolate!

PS had organised events, one being rollerskating.

Reduced number of xmas activities

Is there a programme for subject leaders to report to Governors about the Quality of Education across the curriculum?

This can happen, no problem, but the governors need to steer this with their cycle. Subject leaders are ready when governors are...

Enrichment – clearly more challenging at this time but how is the development of the art studio progressing?

Art studio???? Swimming is happening in the new term, trying to get afterschool clubs up and running – sports have been impossible.

Technology – what is in place for those children who cannot access the internet at home and has full advantage been made of the DfE technology support?

We are purchasing a bulk load of Chrome books, we have been distributing laptops when pupils are off

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isolating to the families that require them... on loan
Angela is chasing furtherly if there is any more we can apply for.

With the staff wellbeing are there any ideas that would help?

Virtual meetings could be held, going round the school, recorded and shared with Governors, rather than entering the schools at this time. This would be important to staff to have a face to face 10-15 minute conversation. PS said it would be nice to know that Governors were supportive. In general the staff were feeling positive. AD felt that if the staff survey had been anonymous then they may have been more open.

DB thanked PS for circulating the survey.

DB, on behalf of the Governors, wanted to thank MS and the team for the incredible amount of hard work they have achieved.

Governors to write to the staff before Christmas, rather than just relay a verbal message from MS, this would be greatly appreciated.

10 Governor Matters:

- a) Nothing under this item.
- b) Governors to contact subject leads directly rather than go through MS. **KG/DB to get together before the next meeting and discuss areas of responsibility for Governors.** NS had met with the SENDCo and would be reporting back to Governors.
- c) Nothing to report.
- d) Nothing to report.
- e) Nothing to report.
- f) Nothing to report.

11 Policies for Review:

The following policies were presented to the meeting:

- First Aid Policy (Amended)
- EYFS Policy
- Safeguarding Policy
- Marking Policy

The First Aid policy needed one amendment.

The Safeguarding policy needed a date amendment.

The EYFS policy needs to be reviewed by PS/KG and presented at the next meeting.

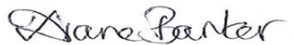
The Marking policy to be reviewed.

It was requested that once policies are proposed and seconded, they be sent to Staff, so that they are aware of any changes.

12 Correspondence:

No further correspondence received for consideration.

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13 Impact of the meeting

DB: It was a lot clearer how the Federation was going forward with consultation and the positive feedback from the LLPR.

KG: Great to hear how positive the staff are and the feedback from the LLRP, the Federation is going in the right direction.

MS: The staff have proved themselves worthy and are a cracking bunch.

AC: I would like to see an updated monitoring cycle detailing the Governor's action planning to more clearly chart the evidentiary journey, although I understand the difficulty there can be with virtual meetings. It was great to hear through the LLPR report of the improvements in the quality of teaching and Learning at Godshill, putting it on track to achieve a good outcome at its next inspection- well done to Mark and his team.

14 Date of the Next Meetings:

5.30pm Wednesday, 27th January 2021 to be held virtually.

There being no further business to discuss the meeting closed at 6.40 pm.

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Signed  . Chair Date 27th January 2021