

MONKTON PARK PRIMARY SCHOOL

Minutes of the Virtual meeting of the Governing Body

Thursday 29th April 2021

Via Microsoft Teams

(Subject to the approval of the Governing Body at the next meeting)

Present:	Sean Dennien SD (Co-Chair), Ian Sankey IS (Co-Chair), Jess Baldry JB , Barbara Hearn BH , Jonathon Watts JW , Chris Dutton CD , Rod Key RK , and Matt Slee MS , Phillip Barnett PB , Steve Rafferty SR (Headteacher) and Jan Douglas JD Katie Kelly KK (Clerk to the Governors)
5.1	Welcome and Apologies SD welcomed everyone to the meeting. Apologies received from David Palmer DP who would be late joining the meeting.
5.2	Declarations of Interest None
5.3	Minutes & Matters Arising The minutes of the meeting held on 18th March 2021 were confirmed as correct. SD to sign and return to the Clerk. Matters Arising. SD asked if information had been sent to the parents regarding becoming a parent governor. SR confirmed that a piece had been written in the school newsletter. One parent has shown interest. The school will add to the newsletter for the next few weeks to see if there is any further interest.
5.4	Setting Our Strategic Direction SDP overview and actions The 3 key priorities have been RAG rated. COVID has impacted on the pedagogical priority due to the lack of time spent in school, however there has been lots of great remote learning sessions. The foundations are all in place but require more time. The priority will need to be continued into next year. The subject priority is continuing well. White Rose maths has been embedded across the school and has linked in well with the home online learning. Talk4reading is currently being trialled in Otters and Foxes and staff training will be taking place on the 25 th June. The leadership priority is also continuing well with some really good progress. Key areas are being led effectively but will require further time. Subject Leader training will also need further time and will be pushed into next year. TA hours are being reallocated, they will be in classes in the morning and run interventions in the afternoon. Andrew Prosser is leading the Pupil Premium study, working to understand the barriers that PP children may be facing. SD felt that under the circumstances the school have made really good progress.

	<p>JB asked how the Thrive programmes was progressing. Kerry Haines is now fully trained. The programme is being used in the classes. It is really supporting the neediest children.</p>
<p>5.5</p>	<p>Monitoring & improving our performance</p> <p>Headteacher Report (HTR) The report was available for the governors to read before the meeting.</p> <p>SR gave an overview of the report. The school will be welcoming artists on 28th June to help the children create a “River of Hope” The project was delayed from March 2020.</p> <p>An online meeting will be held on 10th May to inform parents about our relationship education. Please could a governor attend?</p> <p>A new national policy from September will mean all teaching schools will lose their designations and will be replaced with larger regional hubs. Pickwick have decided to keep some of their key services running. We hope to maintain our link with them. As yet the costs are unknown. JB asked where the regional hub would be, SR advised it will be run from Glenmoore and Winton Academy in Bournemouth.</p> <p>The Bungalow is now completely empty. The school have received a National Lottery grant of £10,000 which will be put toward the Bungalow renovation. Quotes for the works are currently being obtained. The fire safety officer will be visiting next week to advise what measures will be required. IS thanked SR and the staff for all of the work carried out so far. Positive progress.</p> <p>The school have received 3 designs for the new library. The preferred design is by FG Design. They will be coming back into school to discuss the design further.</p> <p>Quotes are also being obtained for the refurbishment of Otters and Hedgehogs' classrooms.</p> <p>On the 25th June the staff will be undertaking Outdoor Play and Learning training. Would any of the governors like to attend? RK and SD said they would like to come along.</p> <p>The school will be returning to Letting the hall to Wiltshire Orchestra.</p> <p>Attainment and Curriculum Minutes</p> <p>IS gave a brief summary of the meeting held on 22 April 2021. The committee spent the first part of the meeting discussing the School Development Plan, (covered in 5.4). Governors are reminded that it is important to make contact with their link Subject Leads. The second part of the meeting looked at the curriculum plans for terms 5 & 6. The school plan to maintain a broad curriculum but would also be aiming to meet core needs and close any identified gaps in learning. One of main areas of focus will be writing. Using talk4writing the pupils will be given opportunities to write every day. Term 5 would look at the foundation subjects. Geography has been covered recently, with Art and DT planned. There has been less science this year due to COVID.</p>

	<p>The final part of the meeting looked at the Assessment Cycle. The new assessment tool would be used in classes from May. The assessments are adaptive and can be carried out in class using Chromebook. The assessments will give a standardised score and allow the school to compare with national attainment.</p> <p>The school plan to carry out KS1 Phonics testing and Y4 Times table testing for internal purposes only.</p>
<p>5.6</p>	<p>[Note: DP joined the meeting and presented F&P minutes]</p> <p>Managing our resources effectively</p> <p>F&P Minutes DP gave a brief overview of the meeting held on 27th April. The final budget 20/21 is complete, with £86,000 surplus carried over and £11,000 PE funding carried over. This is despite the current spend on COVID standing at £23,000. Savings have been made elsewhere.</p> <p>The numbers at breakfast club are beginning to rise, and there have been a number of enquires for new starters in September.</p> <p>The budget for next year will be over £1m.</p> <p>There are a number of planned projects underway in school:</p> <p>The running track will be installed during May half term.</p> <p>The Bungalow has been emptied and a number of items sold. SR has received a lottery grant for £10,000 and a Wiltshire Area Board grant of £5,000. Quotes are being obtained for a new ceiling (Insulating and plastering), a new boiler and front door. Once quotes have been finalised the governors will be informed by email.</p> <p>The IT Suite is to become the new school library. Borough Lands have given £3,000 for new books.</p> <p>The existing Library area will be redecorated.</p> <p>Quotes are being obtained for the refurbishment of Otters' and Hedgehogs' classes.</p> <p>A new bin store is to be constructed.</p> <p>Quotes are being obtained for the refurbishment of KS2 toilets.</p> <p>F&P would like the flexibility of proceeding with some of the works as quotes are agreed. DP asked if the governors would be happy to proceed with an agreement not to exceed a budget as follows;</p> <p>Library £16,300 Classroom Refurbishment £16,000 Toilet Refurbishment £1,100 Bin Store £1,250</p> <p>These estimates are based on quotes and using previous costs as baselines. The governors all agreed that they were happy for the work to proceed up to the above agreed limits.</p>

	HR Minutes The committee have not met since the last meeting.
5.7	<p>Increasing Governor Effectiveness</p> <p>Governor Self Evaluation Governing bodies are expected to complete a self-evaluation. IS has 20 questions from the National Governors Association looking at what the board has and hasn't done, using evidence and examples. It is wide ranging looking at the role of the governors within the school. KK has created a simple form for the governors to complete. Governors to complete over the next 4 weeks allowing IS time to collate and action plan for the next meeting. All governors to complete.</p> <p>Governor Day The governor day will take place in term 5. The theme will be emotional support. Governors will meet with the SENCO and Family Support advisor. The meeting will take place online with a provisional date of Thursday 27th May at 1.30pm SR to confirm with SD.</p> <p>Governor Training No training has taken place this term. SD reminded governors to take advantage of the training whilst it is online.</p>
5.8	<p>Approval of Policies</p> <p>SD asked for governors to check school bus regularly. SR to check what is outstanding and advise the governors accordingly.</p>
5.9	<p>Any Other Business</p> <p>Link Governors. SD reminded the governors of the importance of contacting their Link staff to arrange meetings.</p>
Date of next meeting - The next scheduled meeting is on Thursday 25th June 2021 it will be via Teams at 6.30 pm.	