

MONKTON PARK PRIMARY SCHOOL

Minutes of the meeting of the Governing Body Thursday 9th May 2024

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

Present:	Sean Dennien SD (Co-Chair), Ian Sankey IS (Co-Chair), Fiona Gout FG , Jonathan Watts JW , Peter Dodd PD (Vice Chair), Dan Reynolds DR , Laura Lock LL , Charlotte Sykes CS , Chris Dutton CD , Penny Hamilton PH , Steve Rafferty SR (Headteacher) and Katie Kelly KK (Clerk to the Governors)
5.1	Welcome and Apologies IS welcomed everyone to the meeting. Apologies received from Joseph Williams JWD (Deputy Headteacher) and Jenny Buchanan (JB)
5.2	Declarations of Interest None
5.3	Minutes & Matters Arising The minutes of the meeting held on 14th March 2024 were confirmed as correct and approved and signed by IS. Actions from Last Meeting <ol style="list-style-type: none">1. KK to arrange the paperwork for Jenny Buchanan – Complete2. SR to prepare SDP milestones for review at next FGM. - Complete
5.4	Setting Our Strategic Direction School Development Plan 2023/24 – Milestone Overview The RAG overview was available for the governors to read before the meeting. SR gave a brief report and answered questions. Overall the SDP shows a positive picture, evolving over the year. The milestones are mainly green with some orange. The milestones marked orange are underway but not quite there yet. Pupil Progress (PP) meetings have shown that teachers are adapting their teaching to fill pupil's individual learning gaps. This is most evident in phonics, with staff adapting quickly to pupil's needs. PD asked about Single Age Spelling Scores. SR advised that they were a commonly used assessment. However, they are time consuming for staff to administer and not particularly effective as a tool for understanding the next steps for pupils. The school is no longer using them as part of the pupil assessment. Kerry Haines SENCO has worked with staff on pupils' Individual Education Plans IEPs. Kerry has set targets, which are well written and robust. The school's areas of strength: Arts Mark, Phonics leadership, PE. PE is going from strength to strength with even more sports on offer to all the pupils. Pupil Book study will replace pupil voice from term six onwards. Subject leader training provided by the LA was poor. PD asked what was needed instead? SR advised that JWD was planning additional training. CS recommended EF as a good source of information for subject leadership. PH also suggested Kapow, it has good tips, videos and leadership information. SoundsWrite positive, the school have received quality training. It is now thoroughly embedded.

	<p>PD was impressed with the good progress in school this year.</p> <p>IS asked when will next year's target be set. SR advised he would like to sign off 2023/24 at the next FGM. Ready to start 2024/25 at the first FGM in September.</p> <p>SD suggested governors look for evidence of the milestones at the governor's day in June.</p> <p>Academisation:</p> <p>SR has been disappointed with the support received from the LA this year. The "Training Hub Model" has not worked, the SIA is leaving and there has been no discussion or consultation. SR has spoken with the LA and they have reassured improvement. He is slightly happier with the planned provision, but now we are paying too much for not enough! As a school we need to ask, "what do we want from school improvement?".</p> <p>SR suggestion is that we think strategically and understand the school's core values, what do we want to retain? We need to be proactive. SR had suggested forming a working party to ascertain and ensure the school gets what it wants/needs going forward. The message from the LA, for several years has been to academise, this is now changing. Most parents SR has spoken with don't want the school to become to become an Academy.</p> <p>IS asked when would he like to start the working party? SR confirmed the start of the next academic year. FG asked if there were any questions to think about over the summer? SR to provide some guidance. SD asked whether the governors need to express their disappointment with the LA. SR advised not yet. PD asked "How long do we give the LA before we question their value? SD suggested this becomes a standing item to make sure the LA is back on track providing what we require.</p>
5.5	<p>Monitoring & improving our performance</p> <p>Headteacher Report: (HTR) The report was available for the governors to read before the meeting. SR gave a brief overview of the report.</p> <p>September 2024 reception places have now been allocated. We have 4 appeals which will be run by the LA. Advertising for the EYFS lead is now live. SR has shown 3 candidates around the school and has three more interested, 31st of May is the deadline for applications. Hannah Love has been appointed to replace Annabelle Collyer.</p> <p>IS thanked SR for the additional analysis of the CPOMS incidents, this is now clear to understand. PD commented on the attendance and how good it appears. SR confirmed persistent absence is going down and the school has had some real success stories with non-attenders now attending full time.</p> <p>The school have been successful in receiving a 75% grant for electric vehicle charging points. FG asked if there's much demand. SR confirmed not yet but this will help future proof of the school. SR to investigate further.</p> <p>Attainment and Curriculum Minutes:</p> <p>The A&C committee met on 17th of April. The minutes from the meeting were available for the governors prior to the FGM. SD gave a brief overview of the meeting.</p> <p>SD advised that currently some interventions are being affected by staff sickness and limited Teaching Assistants (TAs). PD inquired about TA numbers. SR confirmed that currently the budgets were very tight and that they were down to 9 TAs from 14 due to budget cuts. FG asked if there was enough funding for children's needs? SR are confirmed no it is really challenging across all schools. SR advised the governors that he would like to look at slightly increasing the PAN for the school. The school have the capacity to increase numbers. The governors agreed for SR to model a proposal.</p>

	<p>Safeguarding CD To arrange an appointment to visit the school.</p>
5.6	<p>Managing our resources effectively F&P Minutes – The F&P Committee Met on the 25th of March. The minutes from the meeting were available for the governors prior to the FGM. PD gave a brief overview of the meeting. Full governors need to endorse the budget. The governors agreed they would like the F&P committee to approve the budget and then summarise in the next full governors meeting for the governors to give confirmation. That followed a short discussion about meeting dates and how they align with external requirements. PD and SD to review meeting dates for the next academic year. FG asked if the school plan to run the holiday club again this summer. SR confirmed they would like to run the club again, but this year they will be shorter hours with no breakfast club. He hoped to have plans in place by half term. HR Minutes – No meeting held. HR Committee to meet in the summer term. Succession Planning – KK has provided the chairs with information about governor terms coming to an end this year. SD and PD will be speaking to the governors involved to ascertain their plans. IS confirmed his final meeting for governors will be the full governor meeting in June. There will be some movement around the committees to allow for the new joiners. If any governor would like to change committees or would be interested and finding out more about the vice chair roles, please contact SD or PD.</p>
5.7	<p>Increasing Governor Effectiveness Governor Visits – FG has visited the school to carry out teacher interviews. SD has visited SR for head teacher discussions. Governor Day - Governor Day will be held on 27th June. This is an open invitation to all governors. The morning sessions will be phonics based with Opal at lunchtime and metacognition all day. Please can governors let SR know if attending and for how much of the day. FG asked if there was anything SR wanted the governors to explore. SR said no please come in and see the school in flow. SR to create a signup sheet for governors to visit classes. This will ensure teachers are not overwhelmed by visitors. The final FGM of the year will take place at 3:30 in the library following governors day Governor Training – FG has been continuing with the SCN training. CS has attended a reading fluency training.</p>
5.8	<p>Approval of Policies IS thanked the governors for keeping up with the policy review. The policies are complete for now. However please continue to check as new policies will be issued in the future</p>
5.9	<p>Any Other Business None</p>
<p>Date of next meeting - The next scheduled meeting is on Thursday 27th June 2024 at 3.30 pm.</p>	

Actions:

1. SR to provide guidance/questions to think about re Academisation and what the needs/wants are for the school going forward.
2. SR to investigate Electric Vehicle Charging points.
3. SD and PD to speak with governors whose terms of office are ending this year.
4. Governors Day: Governors let SR know if attending and for how much of the day.
5. Governors Day: SR to create a signup sheet for governor classroom visits.