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MINUTES of a MEETING of the
 FULL GOVERNING BODY
 7.00 p.m. in school, Staff room, Wednesday 17 June 2015

Governors Present:

Quorum: 5

<p><u>L.A. governor</u> John Forty JF Chair</p> <p><u>Staff governors</u> Sue Grundy SG Head Teacher Catherine Archard CA</p> <p><u>Parent Govs</u> Drew Cooper DC Louise Harriss LH</p>	<p><u>Foundation Governors</u> Luc Agostini LAg Elaine Bardwell EB Catherine Coughlan CC Freda Hughes FH Jane Upham JU</p>
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In attendance: Liz Bickley (LB Clerk).

Apologies: Farida Anwar FA Co-opted governor. Anne Pearsall AP and Tina Mundy TM (Foundation); Lynden Guiver LG: Foundation Observer.

Documents for the meeting: see list at end.

Minute Ref.:

1415/

Action

83	<p><u>Welcome and any Declarations of Interest</u></p> <p>JF welcomed everyone to the meeting, which was quorate. An attendance form was completed by those present and governors asked to declare any specific interests in agenda items.</p> <p>Apologies were accepted from FA, TM, AP, LG.</p>	
84	<p><u>Minutes of the previous meeting held on 13th May 2015</u></p> <p>Minutes of the meetings were AGREED and signed. Action - to be filed and put on website. Confidential minutes of the meeting held on 13th May were also AGREED. Clerk to file in locked cupboard.</p>	<p>Clerk, SG</p>

Signed..... (Chair) Date.....

<p>85.1</p>	<p><u>Matters Arising from the minutes of 13 May</u></p> <p>JF referred to the following matters arising: 1415/71.1 Governor appointments. TM's appointment as Foundation governor had been confirmed. However the clerk had found out that the Diocese was not aware of LG's application. EB had left phone messages about LG's application which had been submitted for the second time together with TM's application. LG and EB would complete another form (and submit electronically). 1415/71.1 Governor of the month: CC in September. FH to prepare details and photo to go in newsletter for July. 1415/71.1 Standing Orders (part on confidential minutes)– revised version had been filed on Dropbox. 1415/71.1 Childcare disqualification forms should be collected from the office by any governor who had not filled one in, then completed and returned. 1415/72.2 Under the new process for Admissions appeals, two cases were being heard in July. Governors asked about current class size in Reception. 1415/78 LAg agreed to write up a report on iPad training. 1415/78 The clerk would ask for training records from Governor Services 1415/79.4 Pre-school's lease did include reference to them paying for redecoration etc. Pre-school now planned to save money by sharing with school's redecoration programme. 1415/79.2 Minutes of Building and sites committee (April) had not yet been uploaded on Dropbox –clerk to arrange.</p>	<p>LG, EB FH, CC</p> <p>ALL</p> <p>LAg Clerk</p> <p>Clerk</p>
<p>85.2</p>	<p><u>Matters Arising from the confidential minutes of 13 May</u></p> <p>SG updated all on the progress of the campaign to promote a new free school under the Cherwell Academy. Governors asked when a decision would be taken by government on whether to approve this school – end of July. Primary Schools were thanked by Cherwell for their help.</p> <p>LAg asked about funding for Free Schools –this included start-up costs and a higher per pupil amount, when compared to state schools.</p>	
<p>86.1</p>	<p><u>Headteacher's report</u></p> <p>The report had been provided in advance. More information was given on the following, in response to governors' questions / comments:</p> <ul style="list-style-type: none"> • AfL means Assessment for Learning (Wikipedia definition) • Reception class spaces –had these been offered to new children? Yes • Progress in writing looked very good. • Story telling accreditation –what did this involve? SG explained and said how positive the project had been, from training to children's comments, films and writing impact. 	

Signed..... (Chair) Date.....

	<ul style="list-style-type: none"> • What was changing in the curriculum for Spelling, Grammar and Punctuation? SG and CA explained how tests required children to be familiar with new vocabulary and rules about grammar etc., which necessitated specific teaching. Governors felt the content was complex and could work against creativity.SG said that she had been impressed with current Year 6s' achievements. 	
86.2	<ul style="list-style-type: none"> • Provision for more able children. LAg had been asked by a parent about this. SG said that all teaching was quality first teaching catering for more able children from the planning stage. New resources were being bought for maths because the current "Challenge' resources (Abacus) did not fit the new curriculum. • Flexibility and variety of IT options on the iPads was discussed at the request of AP. SG said that PCs and laptops were still in use as well. There was a huge choice of apps on the iPads, so the range of activities undertaken by children was just as wide as before. Changes in the computing curriculum meant that different activities were undertaken however. • Behaviour incidents as reported were discussed (at the parents' request) to help governors' understanding of the procedures followed. SG said that all relevant protocols had been followed and arrangements were in place to try and prevent a repeat accident. Governors checked aspects of the protocols and learned about communication in job shares and class teacher responsibilities for their class. 	
86.3	<ul style="list-style-type: none"> • Governors were pleased to hear about the staff appointment (temporary). • Governors asked about Year 6s' transition process – this was going well at Cheney and Cherwell schools. • Spiritual, Moral, Social and Cultural education –SG said its profile had been raised by Ofsted. She had attended a course and could give many examples of these aspects being addressed in school, including British Values (see Department for Education document – clerk to add to Dropbox). However it may be necessary to make evidence and language used more explicit. We also had our Church school values. • International links. SG said there was a hitch within the Foulee Blanche organisation because our link school was not happy with the Foulee Blanche organisers and dialogue had broken down. Another school may need to be found to link with St Michael's – If St Michael's takes part in 2016, it will be the only visiting school as no other nationalities have signed up. • Premises – a parent who had collected some donated picnic tables and brought them to school was thanked. <p>JF thanked SG and all staff for the excellent report.</p>	Clerk

Signed..... (Chair) Date.....

87	<p><u>Governor Appointments</u> Please see 85.1 above.</p>	
88	<p><u>Policy and Guideline Documents</u></p> <ul style="list-style-type: none"> ○ Standing Orders 2014-15 ○ Disposal and Write off policy ○ Healthy eating - Food and Drink policy ○ English (Literacy) ○ Foreign Languages (MFL) policy ○ RE policy ○ Raising concerns at Work (Whistle Blowing) policy <p>The policies and documents were all AGREED.</p>	
89	<p><u>Any Other Business</u> The school notice board looked a bit tired and needed repainting. SG to investigate.</p>	SG
90	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> • A parent had written suggesting new hall curtains. This was discussed. The PTA would be notified of this request. Some hooks were missing. • A parent had written suggesting black out blinds in Reception class as reflections were impacting on the white board. SG said the PTA had already been asked to provide curtains (discussed at Joint Steering Group). SG would contact PTA again. • A consultation notification had been received at school about Car Club parking on John Garne Way. This was passed to JF. The consultation ran until 10th July. 	SG SG
91	<p><u>Governor Visit Reports</u> EB agreed to write up a visit to Year 4, which would be useful evidence for SIAMS.</p>	EB
92	<p><u>Nominated Governor reports</u> Foundation Stage should now be renamed Reception.</p>	
93	<p><u>Committee Reports</u> Finance Committee on 21 May and 11 June 2015. Minutes of the meetings had been circulated, and were noted. Admissions Committee on 19 May 2015. Minutes of the meeting had been circulated, and were noted. Curriculum Committee on 21 May 2015. Minutes of the meeting had been circulated, and were noted. Personnel Committee on 21 May 2015. Minutes of the meeting had been circulated, and were noted.</p>	

Signed..... (Chair) Date.....

	Community and Pre-school Committee on 11 June 2015. Minutes of the meeting had been circulated, and were noted . Governors remarked on the success of the PTA over the last few years and thanked the PTA members and staff who had contributed to this.	
94	<u>Health and Safety</u> Please see Headteacher's report.	
95	<u>Safeguarding</u> Please see Headteacher's report.	
96	<u>Date and time of Next Meeting</u> Meeting of FGB on Wednesday 7 October 2015 at 7pm.	

Meeting ended at 8.15 p.m.

ESB 24 June2015

Approved and accepted

By..... (Chairperson) Date.....

Documents for the meeting

a)

Agenda (Dropbox 09.06.15)
Minutes FGB May 2015 (Dropbox 09.06.15)
Attendance list and declarations tabled

b) Reports

HT report (Dropbox 12.06.15)

c) Policies & Docs

Standing Orders 2014-15 (Dropbox 09.06.15)
RE Policy (Dropbox 12.06.15)
English [Literacy] Policy (Dropbox 16.06.15)
Foreign Languages [MFL] Policy (Dropbox 12.06.15)

Healthy Eating Food and Drink Policy (Dropbox 12.06.15)

Disposal and Write off Policy (Dropbox 12.06.15)

Raising concerns at work [Whistle blowing] Policy (Dropbox 12.06.15)

d) Any Other Business, Correspondence

e) Committees

Committee minutes

Finance 21.05.15 (Dropbox 09.06.15)

Finance 11.06.15 (Dropbox 16.06.15)

Admissions 19.05.15 (Dropbox 09.06.15)

Curriculum 21.05.15 (Dropbox 12.06.15)

Signed..... (Chair) Date.....

Minutes ref: 1415/

Personnel 21.05.15
Admissions 19.05.15
Community and Preschool 11.06.15

(Dropbox 12.06.15)
(Dropbox 09.06.15)
(Dropbox 16.06.15)