



Stanbridge Primary School

Minutes of a meeting of the Full Governing Body held
On Monday 19th May 2014 in the School at 6.30 pm

No	Item	Action
	<p>Present: Maggie Todd (Chair), Faye Bertham, Jackie Weathrall-King, Anne Taylor, Elinor Lazenby, Heather Wilcox, Claire McKinstry, In attendance: Sarah Fletcher (clerk)</p>	
1	<p>Apologies were received and accepted from: Joanna Jordan, Mark Williams, Kate Sheeley, Tim Mayon-White, Jim Lott</p>	
2	<p>Declarations of Interest: No governor had any pecuniary interests to declare in relation to agenda items.</p>	JJ to complete new form at the next meeting
3	<p>Minutes of the previous FGB meeting: (24-3-14) The minutes were confirmed as an accurate record, proposed by MT, seconded by JWK, agreed by all and signed by the chair.</p>	
4	<p>Matters Arising: SIA Report – this may not have been circulated to everyone after the last meeting. Details are included in the HT’s verbal report. Pre-school update – Bright Sparks have been very proactive; holding coffee mornings for new parents, visiting the pre-school regularly and organising recruitment. Numbers are looking good for September. Re-wiring update – MT confirmed that she had contacted the LA to notify them of the decision not go ahead with lighting replacement. Nothing else has been heard from them regarding re-wiring but the school will contact them again next year to ascertain where the school is on the list. Re-cladding – Funding has been agreed with the LA to re-clad all of the external parts of the building. Work is due to start in the half term break and the HT has asked for samples so that a colour can be chosen.</p>	
5	<p>Head teacher’s verbal report – circulated prior to meeting. Numbers are continuing to rise with 413 on roll in Term 6. The HT explained the ‘Good in 10’ coaching programme. Attendance at 96.5% has improved, and is now above the school target set at 96%. The Attendance Policy was reworded at the recent Curriculum committee meeting, together with the leaflet to reflect the new system of fining which comes into place in September 2014. The NEXUS learning partnership has drawn up a draft agreement and this will be shared at the Term 6 meeting.</p>	Agenda Term 6

6	<p>Committee Reports – minutes circulated prior to meeting</p> <p>Curriculum meeting held 12-5-14 No questions were raised from the minutes. Joanna Jordan was elected as Committee Chair and Maggie Todd is Vice Chair.</p> <p>Finance meeting held 12-5-14 The HT summarized the proposed budget and explained the carry forward. The budget was proposed by MT, seconded by HW and agreed by all present.</p> <p>Statement of Internal Control – agreed and signed.</p> <p>Personnel meeting 13-5-14 Michelle Hook has resigned from the GB and Jim Lott agreed to chair the committee until the end of the year. Another member is need on the committee and Claire McKinstry agreed to fill the vacancy. The HT confirmed that a part-time member of staff will be leaving and this post will be advertised together with the 2 agreed TA posts. The teaching post will be a 1 year fixed term contract, pending a staffing review. The proposed staffing structure was shared with the GB and this was approved by all present. Class organisation for 2014/5 will be planned next term and shared with parents before the class transition day on 3rd July.</p>	SF to update Committee list
7	<p>Curriculum Update The HT said that a staff meeting had been held to review the curriculum. Overall it is going well with rich links beginning to show particularly in Maths and Literacy, but further work is needed in other areas to ensure all cross curricular opportunities are seized. -In the second year of this initiative we will concentrate on adding more depth and detail to the curriculum schemes of work</p>	
8	<p>SDP/RAP – emailed prior to meeting. The HT reported that all appears to be on track. No questions were raised.</p>	
9	<p>Policy Reviews – reviewed by policy reviewers and HT, copies emailed prior to meeting:</p> <ul style="list-style-type: none"> • SEN – policy agreed with minor amendments to typos. • Single Equalities – policy agreed and signed. HT to update Action Plan and circulate to GB. 	PV FB
10	<p>Governor Training and Visits JWK had attended an IT course and the GB discussed the way that E-Safety is taught. Governors were reminded of the Governor Conference on 21st June. JL had invigilated Year 6 SATs.</p>	
11	<p>Correspondence None</p>	
12	<p>AOB School email addresses have changed. From now on staff can be contacted as follows: firstname.surname@stanbridgeprimary.org.uk</p>	
13	<p>Date of next meeting Monday 7th July 2014 – 6.30pm Meeting ended at 7.35pm</p>	