

St Brigid's School	Governors Meeting Minutes
Thursday 16 <sup>th</sup> October 2014 At 6.30pm	

Quorum- 19/22	Chair- Tony Hannigan
Clerk- Mrs S Wheeler	

	Attendance	Gov	Apologies/ Absent			Gov	Apologies/ Absent
RJ	Rona Jones	✓		MB	Mary Burrows	✓	
CD	Colleen Davies		✓	TH	Tony Hannigan	✓	
Mha	Maria Hammersley	✓		CBL	Caroline Barr-Lloyd	✓	
Mhe	Markus Hesselning	✓		DM	Darren Millar	✓	
GLW	Geraint Lloyd-Williams	✓		SR	Sally Roberts	✓	
KR	Kevin Roberts	✓		JB	Head Girl- Jacinta Bollard	✓	
DD	Dawn Docx	✓		TT	Tony Thomas	✓	
JW	Jane Wood		✓	AR	Avril Robarts	✓	
MK	Mick Kumwenda		✓	JM	Jullian Molloy	✓	
PM	Philip McGreevy	✓		PEJ	Philip Eyton-Jones	✓	
BJ	Barbara Jemmett	✓		JR	John Rosseer	✓	
BJ	Deputy head girl- Beth	✓					

<b>Issues discussed</b>
<ul style="list-style-type: none"> <li>• PE kit change request</li> <li>• Election of chairman and vice chairman</li> <li>• Minutes of previous meeting</li> <li>• Matters arising</li> <li>• Headteacher's report</li> <li>• Sub committee reports</li> <li>• Data training</li> <li>• School improvement plan</li> </ul>

Decisions and recommendations made	By whom	When
<p><b>2. Welcome to head girl and deputy head girl.</b> John Rosser and Tom Bennett were in attendance of the meeting today. This meeting is the last meeting that Maria Hammersley will be attending as she has resigned as a governor. All thanked Maria for all input she has put in the school. Maria informed that Airbus now do full degrees and sponsor Masters. Maria left the meeting at 7pm.</p>		
<p><b>4. PE kit change request</b> Tom Bennett explained reasoning for asking for a change in Key stage 3 and 4 PE kit. Proposal agreed by Governors. There will be a 2 year time frame where parents can choose which kit to have (no enforcement during this time)</p>		

<b>Action- Tom Bennett to show Governors the design agreed.</b>	Tom Bennett (PE teacher)	From 2015
<b>9. School council report</b> Reviewed all anti bullying and equality documents. No issues raised. The mentoring of younger pupils has been going well. The school council will now have some separate meetings with the primary and secondary school council reps. Mixed meetings will still continue. There is a common room rota now which appears to be working well. <b>Action- Primary school council rep to be invited to Governor meetings.</b> Due to the library being used for lessons and sixth form students wanting to use the library- RJ noted that the library is timetabled as a classroom due to ICT equipment and that a study room has been created for sixth form in the old boarding space. <b>Action- RJ to place a timetable in the library.</b>	CBL and RJ to invite           RJ	Next meeting           ASAP
<b>5. Election of chair and vice chair.</b> TH elected chair and Mhe elected Vice chair man. No objections.		
<b>6. Register of business interests.</b> Given to Sam.		
<b>7. Minutes of last meeting</b> Agreed		
<b>8. Matters arising</b> Governor pop in will be every Friday. The school has a celebration morning assembly at 9am on Fridays too. <b>Action- All Governors to inform RJ when you want to visit the school on Fridays.</b>	All Governors	Ongoing
<b>10. Headteacher's report</b> Report sent out by RJ prior to the meeting. Chaplaincy continues to be lead by Sister Liz and Louise Bollard, the whole school theme is currently God's language of love. TH- Thank you to all staff and pupil effort last year and this has continued so far.		
<b>11. Sub committee reports</b> <b>Staffing-</b> Mhe- all teaching posts are filled. There are 5 LAC this year- all have the appropriate support needed. <b>Finance-</b> PM- Healthy balance as of March- not been many changes since. School are now getting an early warning of additional costs which means prediction of outgoings is more accurate. Due to DCC budget cuts the school's financial position will decline, but BS and the committee is looking closely at this. <b>Safeguarding-</b> Mhe- policy is being looked at. JM shared that there will be new policies which will be sent out shortly and training for DCC staff and teachers. Mhe left the meeting at 8pm tonight. <b>Property-</b> PEJ and RJ discussed parking issues. RJ undertook an informal consultation with parents who felt a change in school day won't make a difference to parking. Option of making one side of the school field for parking is being explored- PEJ is looking into this. PEJ- school pupil numbers have been increased by 11% due to school space (boarding area) increasing. DM- Coach service was cancelled by Voel, therefore pupils are now on a public bus service. <b>Action- DM to speak to coach company</b>	DM	ASAP

<p>PEJ- a local company completed the mobile classroom move for £6000. PEJ is communicating with the diocese re funding reimbursement. Biology lab has had temporary work completed. Engineer coming on Monday about Matron's flat. The boys changing rooms need work.</p> <p>Terms of reference will be given to the chair of each sub committee. The staffing and finance committees have been completed. Action: Committee members were asked to review the new terms of reference and return to Rona to amend.</p> <p><b>Admissions-</b> Total of pupils in school is 494. Open evening in September was well attended with 72 families.</p>		
<p><b>12. Data training</b> Data training given by Julian to all Governors in attendance. Full data training can be attended to all who wants to on the 27<sup>th</sup> November.</p> <p>RJ- showed a results presentation. A fuller breakdown with family positions etc would be given at the next full Governor's meeting by which time the data would have been released by Welsh government. A Level A*-C we received 84.9%. GCSE Wales average was 55%, County average 56%, St Brigid's Level 2+ 81%. This is due to staff and pupil hard work. No pupil left with a U grade. Result will be on mylocalschool.com when the results are validated. The CCF Btech helped the school- thank you to them all.</p>		
<p><b>14. School improvement plan</b> Ongoing <b>Action- RJ to show Governors the progress of the SIP in next Governor meeting</b></p>	RJ	4 <sup>th</sup> December
<p><b>15. Policies</b> RJ sent out strategic equality plan, anti bullying, reporting policy, assessment and marking policy, and LAC policies via email prior to this meeting. All were ratified in tonight's meeting.</p>		
<p><b>16. DCC/Bishops single faith secondary school update.</b> No date for DCC wanting to discuss a consultation on sites. No information found on DCC website for agenda item on 21<sup>st</sup> century school update.</p>		
<p>AOB- next Governor meeting to discuss Estyn, the curriculum, admissions process and exam results.</p> <p>Gift Aid needs to be the focus of receiving financial support for the school.</p>		

Duration of meeting- 2hour 45 minutes	
Next meeting- <b>Thursday 4<sup>th</sup> December</b>	