

St Brigid's School	Governors Meeting Minutes
Thursday 19 th March 2015 At 6.30pm	

Chair- Tony Hannigan
Clerk- Mrs S Wheeler

	Attendance	Gov	Apologies/ Absent			Gov	Apologies/A bsent
RJ	Rona Jones	✓		MB	Mary Burrows		✓
CD	Colleen Davies		✓	TH	Tony Hannigan	✓	
BJ	Barbara Jemmett		✓	CBL	Caroline Barr-Lloyd	✓	
Mhe	Markus Hesselting	✓		DM	Darren Millar		✓
GLW	Geraint Lloyd-Williams	✓		SR	Sally Roberts	✓	
KR	Kevin Roberts	✓		TT	Tony Thomas	✓	
DD	Dawn Docx	✓		JB	Head Girl- Jacinta Bollard		✓
JW	Jane Wood	✓		JM	Julian Molloy		✓
MK	Mick Kumwenda		✓	AR	Avril Roberts		✓
PM	Philip McGreevy		✓	PEJ	Philip Eyton-Jones	✓	✓

Issues discussed

- Headteacher's report
- School Improvement plan
- Sub committees
- Policy update
- School improvement plan
- Estyn inspection update
- DCC/Bishop's single Faith based Provision

Decisions and recommendations made	By whom	When
TH opened the meeting with a prayer.		
2. Apologies noted. Barry Shinn was in attendance of the meeting today until 7.15pm		
8. Finance update by Barry Barry sent finance report/plan to all Governors on Friday 20 th March by email. Barry has a 3 year budget plan for the school which predicts the school will have a deficit in 2016. This is due to budget cuts and funding being reduced and is happening all through the county and wider. Barry, Rona and the finance committee are writing a recovery plan in the June meeting. Barry was thanked for his input and hard work. He left the meeting at 7.15pm.		

<p>3. Minutes from meeting on the 4th December RJ to check if she sent the whistle blowing policy to Governors. PEJ and TH to ensure Gift aid letter is sent asap.</p> <p>Minutes proposed by KR and seconded by DD.</p>	<p>RJ PEJ and TH</p>	<p>ASAP ASAP</p>
<p>5. School council report JB was unable to attend the meeting tonight.</p>		
<p>6. Chairman's report TH attended a Minding the gap Conference at Theatre Clwyd recently. He also attended the Governors association (previously called Chair of Governors meeting) All Governors are invited- let TH know if would like to attend this meeting- once every 6 months. There is a new recruitment drive for Governors where they email the Clerk to ask about any vacancies.</p>		
<p>10. Estyn update No update on date the inspection will be. RJ will keep everyone updated. RJ attended a meeting last month with the other Middle schools in Wales. Estyn are drafting document on how to inspect Middle Schools. RJ invited Headteacher's from other Middle schools to St Brigid's. This was a good school to school collaboration- which RJ was praised for. RJ is, with GB support, going to request and apply for a peer inspector role with Estyn too.</p>		
<p>7. Headteacher's report and school improvement plan RJ had sent her report by email prior to the meeting. RJ gave a presentation on the Donaldson report- the recommendations from this report are placed at the end of RJ's report. Comments on the report and its recommendations are welcomed. These should be sent to qualityandsafety@dhsspsni.gov.uk and must be received no later than 30 April 2015.</p> <p>Staff continue to support pupils in preparation for the exams.</p> <p>School improvement plan RJ shared presentation on the ongoing document for the SIP. The document was given to Governors. The SLT discuss the SIP in every meeting and the plan is ongoing. Staff have their action plans for their subjects and RJ is in constant discussions with them.</p>		
<p>8. Sub committees Admissions- in Year 7 there has been 101 applications, 55 took the entrance exam- 28 passed and there were 3 LAC applications too. 3 refused their place and these places were then offered to the next pupils on the Admissions list as per the School's admissions policy. So far all Year 6 pupils are coming into Year 7. There is now a new capacity calculator which means admission will be 56 pupils, not 57. JW is processing the Nursery and Primary school admissions soon and will update in the next meeting. There have been a number of Year 9 and Year 10 in year transfers. The school is now full. And we are satisfied with the application numbers to all years that have increased since the consultation on School has closed and School's future is secure.</p>		

<p>Concern was raised about the pupils applying that are failing to achieve the Key stage 2 levels that pupils of that age should be achieving anyway.</p> <p>Property- PEJ gave a report to all the Govenors. PEJ is still working with the Diocese on CRAMP funding and is making bids for various work that can be completed around the school.</p> <p>Staffing- not met. MB and PM are meeting with RJ soon to discuss TLR structure.</p>		
<p>9. Link Governors A list was made ensuring that all the Link Governor roles were filled. RJ sent an email on Friday 20th March to confirm this where she reminded Governors that they can pop in (even if it is only once a year) to talk with staff of their area and familiarise yourself and gain more knowledge.</p>		
<p>11. Safeguarding No update</p>		
<p>12. Policy Governors ratified the Complaints policy. Governors ratified the Health, Safety and Welfare Policy. All Terms of reference for sub committees are up to date.</p> <p>RJ to send letter to all parents to inform them of the name of all the policies and where they can access them (website and hard copy)</p>	RJ	ASAP
<p>13. DCC/Bishop's single Faith based Provision No update</p>		
<p>14. AOB Gifaid- If every parent donated £10 a month then this will result in the Trust having £50,000 a year (they can claim back 25%) Property committee to discuss a fundraising target and report back in next Gov meeting.</p> <p>Parking- This issue is constantly in the Newsletter and all staff have observed cars parking in very dangerous places which could result in pupils being seriously hurt or killed. This is not acceptable behaviour by the St Brigid's parents. Action- Governors to send letter to parents to reconfirm RJ message.</p> <p>Part 2- confidential</p>	<p>Property committee</p> <p>TH</p>	<p>By next meeting</p> <p>ASAP-urgent.</p>

Duration of meeting- 2.5 hours	Minutes sent to chair- 24/03/2015
Next meeting- 2 nd July 2015	