

St. Brigid's School – Governors Meeting Minutes

Thursday 17th May 2012 at 6.30 p.m.

Quorum – 8/17	Chair – Tony Hannigan
In Attendance	Clerk - Anne Spiller, Julian Molloy & Lt. Col. Jim Wood (CCF)

Initial	Attendance	Initial		Apologies for Absence
JC	Judy Corbett	GLW	Geraint Lloyd-Williams	Barbara Hughes
PE-J	Philip Eyton-Jones	PMc	Phil McGreevy	Darren Millar
MHe	Markus Hesseling	LO	Liz Oliver	Mick Kumwenda
DJ	David Jones	JS	Jane Stewart	
JK	John Kenworthy	ST	Sally Tansley	

Issues Discussed
<ul style="list-style-type: none"> ❖ Opening Prayer ❖ CCF ❖ Minutes of Extraordinary Meetings 29/3 & 15/4 ❖ Chairman's Report ❖ Head Teacher's Report ❖ Sub Committee Reports ❖ Any Other Business:

Decisions and Recommendations Made	By Whom	When
<p>1. Report from CCF Contingent Commander</p> <p>Jim Wood reported there were now 90 students & the total permitted strength for this Contingent was 100. Numbers had increased year on year he predicted an oversubscription when Yr 8 were recruited this term. There were 8 Adults involved: Himself as Contingent Commander, Maj. Brad Percival as the School Staff Instructor, Ann Bunn, Louise Carus, Adam Jones & Phil Roberts (School staff), Maurice Linaker & a parent Sgt Paul Robinson (volunteers).</p> <p>The cost of entering a student for BTEC (worth 4 GCSE's) was £150, previously WG had refunded £100 on completion of two yr course, this refund had now ceased for CCF units. Uptake had increased from 25 students = 100 GCSE credits which the school had not included BTEC in its results. JM stated this would be excellent for the vocational subjects and should help us achieve 100% 8 GCSE's or more. JM to seek any potential funding for those in danger of leaving school without any GCSE's. LEA's in other areas part funded the SSI.</p> <p>It was agreed School should pay BTEC fees from the 14-19 Grant next year.</p> <p>It was agreed the CCF was very much an important component which added immense value to the School and not an after school Club.</p> <p>JW had recently asked parents for a voluntary contribution of £30 to offset some of the costs of providing off site activities. It was agreed this was within the schools charging policy.</p> <p>School had benefitted from: A Double Mobile (Maths/Humanities), A Minibus (which he had to pay 50p per mile to use) & the huge input of voluntary time.</p> <p>The CCF funded an SSI for one day per week x 38 weeks, plus paid Staff volunteers who were off site for over 8 hrs e.g. Camps/D of E expeditions.</p> <p>He asked Govs to consider funding at least an additional day for the SSI who was currently giving much more time in order to deliver.</p>	<p>G Conwy</p> <p>JM</p> <p>L Bollard</p>	<p>09/12</p>

<p>The state of repair of the Office & Store owned by MOD, but which school should provide, was a big concern. Negotiations were ongoing. JW to report back on final decision. It was agreed that JW would produce a cost/time frame plan for his requests. TH thanked JW & the CCF staff for their commitment & time. JW left the meeting.</p>		
<p>2. a) Minutes of the Meeting 29th March The revised draft from Ivan Butler & Carly Wilson was discussed. Two changes were agreed Admissions: Page 2 - Lisa Hodson iv) revert back to original 'has been' Carly Wilson - were informed that they Changes to be published in red & Minutes re circulated to Govs next wk.</p> <p>b) Minutes of the Meeting 15th April Item 2 1) Still no result from The Barrister. This was long overdue from DCC. Enquiries by PEJ had been given the response – 'Still no report' Working Party to complete the Audit report. Report to then be circulated to Govs. Proposed by ST Seconded by JS</p>	<p>AS</p> <p>TH/PEJ & AS</p>	<p>24/5</p> <p>June</p>
<p>3. Chairman's Report Meeting with the Bishops & Father Charles on 9/5: Still talking about 4 options: Do nothing; Federate by Sept 2013; Amalgamation (option preferred by other parties) or new build. Still a lot of discussion. A 'Vision Paper' to be published on 19/6. PEJ had been asked to sit in to put plans to paper with Jackie Whalley and James Curran. MH wanted to see the document submitted but rejected by WG. JM stated it had been a request for funding for a feasibility study. JK confirmed he knew of no other document. It was rejected because of change in the process for applications to 21st C Schools. The Annual Parents evening had been well supported with 87 parents and 21 Governors & Staff in attendance. The Annual report of 2010 had told parents exactly the same, discussions ongoing, asking for a commitment, but nothing to commit to. They were talking 11-16, we are 3-19. Post 16 was under threat. Hywen was putting a paper forward to put before Cabinet re:an amalgamation and a rebuild. We were not going to commit to detail planning until we know when it is going to happen? JM stated 'this is going to happen but you need to get involved. We would like you on board' He said and Amalgamation would have its own character or a Federation is going to happen. The Minister has approved the funding. There is a process. You can object. You need to be involved straight away. If you don't you won't see what will happen. This is a small cash strapped Authority with two small Faith Schools. This building is not sustainable in the long term. They need both schools working together. It was his opinion that they were not geographically too far apart. There was also the need for provision of a Secondary Faith School for the 2 Conwy Primary School's children (St B's already provide for them). The LEA were trying to produce an equitable Education across the Authority. TH asked why we had not been invited to meetings held on 8/3 & 24/4? Bishop Edwin had stated he would not let the Govs of this school have any involvement. A new school should reflect this school. St Brigid's had not been involved in the preparation of the two previous papers The LEA & Bishops had produced. That was not the way to do business. ST Our parents like what they have got. We know others consider us to be 'elitist'. JM Stated that HW had the power to close the school. The Education Act had gone through or would be in place by Sept/Oct. They had a lot of experience with amalgamations. Hywen in Wrexham and the Govt. in England with Academies. BEJ had now moved on. Govs need to look what it is about. JM agreed that BEJ had Not balanced yet because it was paying off historical financial issues. They were not flush but similar to us. The no of FSM was 0-10 for St B's & 30 + group for BEJ. It was pointed out that there was a big social mix in Denbigh. KM had resigned. The support staff Governor election was in process.</p>		
<p>4. Head Teacher's Report The report had been circulated. Most teachers were cautious with the KS3 estimated Grades. If they over calculated the valued added goes down at KS4 where Staff were judged.</p>		
<p>5. Sub Committee Reports a) Admissions – 87 Applicants for Yr 7. 57 sat the exam. 29 admitted 3 with statements.</p>		

<p>One of which had not registered by the due date & hence had not sat the entrance exam. Still arguing with DCC over who pays for the support which could be an additional burden for school.</p> <p>Admissions notice for 2013 had been published. Await response.</p> <p>Appeals: 5 Secondary, 2 won and 3 turned down. For the first time ever 1 Primary Upheld. 2 are outstanding, 1 because mother could not attend the two previous dates offered.</p> <p>b) Boarding – Regular monthly meetings. Still same number with 7 Spanish pupils expected for end of this term. Good support from parents.</p> <p>WH House parent still off long term ill. Temp House parent PR was doing well.</p> <p>Met last week with Olivia Denson Children’s Advisory Service and Chris Kenworthy Internet/Website Design advice.</p> <p>Pushing to develop flexi boarding for day school. Could do with more help.</p> <p>It doesn’t work MH as meetings were during the day.</p> <p>c) Complaints – MHe reported only 9 Goves had responded to his online Goves self Evaluation Questionnaire. He thanked them. The results had been circulated electronically</p> <p>i) Training was the biggest issue – It was agreed to have 10 mins at the beginning of each meeting with PEJ leading with School Goves Guide to the Law at the meeting in June. To be a standing item on each Agenda. Would meet to make plan for Training.</p> <p>Lack of support for the Sept training day. Agreed that for the majority Sat training was not possible. JM confirmed that it did not happen in other schools.</p> <p>ii) Meetings to be bi-monthly rather than ¼ to complete business in a shorter time.</p> <p>iii) Not clear about Heads role & Duties & The LEA role & duties.</p> <p>d) Curriculum – Study leave was illegal. Will be discussed at the next meeting.</p> <p>Main concern was the options for this year were not balanced.</p> <p>Need to plan for the future with more options having Welsh exposure.</p> <p>e) Finance – Overall previous year had a good outcome. Bottom line came in favourably.</p> <p>It was agreed that Carly should be invited to the first few meetings.</p> <p>Martyn Dodd had been in school today to effect the year end. Access to Montly Reports had yet to be sorted. Meeting on 22/5 to approve the draft budget for ratification by Goves next Thursday 24th May.</p> <p>f) Staff Disc & D & PA – Had met on 12/3 not corrare, so no formal Minutes. Met again on 23/4 when DCC Staff Absence & Sickness Policy had been adopted.</p> <p>The Admin & Support Staff review was underway.</p> <p>14/5 JS,TH, JK & PH Appointed Matt Green – History; 18/5 JS, PMcG. JK & PH would interview for Head of Maths.</p> <p>Request by two staff to move to Part time.</p> <p>Finally confirmed the Assistant Head Teacher Appointment – Dr Paul Humberstone.</p> <p>She thanked JM for ‘tying the ends up’ Still awaiting outcome on parity of salaries for SLT.</p> <p>They had met earlier tonight – Short listing applicants for H/T appointment.</p> <p>6 candidates with one other possible. 1 excluded for not having NPQH.</p> <p>There would be online testing set up by Ian Jeffcott in advance they would interview the 5 or 6 on 24/5 prior to Goves meeting at 6.30 to meet & ratify the appointment.</p> <p>Training previously offered by DCC for Admin & support staff was o/s.</p> <p>Agreed to adopt DCC recruitment guide which had been circulated.</p>	<p>PEJ</p> <p>MHe/TH/PEJ</p> <p>ST/CLD</p> <p>JS/PMcG/TH/PEJ</p> <p>Goves JM</p>	<p>28/6</p> <p>23/5</p> <p>22/5</p> <p>Friday Weekly</p> <p>24/5 ASAP</p>
<p>6. Any Other Business</p> <p>a) Safeguarding – This was a big issue which had been highlighted in DCC Estyn report. It was agreed this would be a Standing Item on the Agenda. There was now an audit report which LP had completed in the main together with himself & JS.</p> <p>Staff would be trained by Wayne Wheatley. Governors needed this essential training.</p> <p>On site security was a big issue due to the nature of the premises. Goves given code to gain access in future the front door would be on its digital lock.</p> <p>b) All newsletters to parents & School Calendar to sent out to Goves & put on website.</p> <p>c) Jacinta Bollard had won through to the final 9 out of 2000 contestants for the ‘Off by Heart Shakespeare’ competition. She will be televised this Sat night BBC2 at 9 -10.30 p.m. The final was 5 days at The Royal Shakespeare Company. She featured in today’s Liverpool Daily Post.</p>	<p>AS</p> <p>AS/CLD</p>	<p>29/6</p>

<p>Next Meeting – Thurs 24th May at 6.30 p.m.</p>	<p>Duration of Meeting – 2.5 Hrs</p>
<p>Draft Mins to H/T & Chairman – 18/5/12</p>	<p>Draft Mins to Committee -</p>