

MINUTES OF THE GOVERNORS' MEETING
Held on Thursday 19th May 2011 at 6.30 – 9.00 P.M.

Present: PE-J Mr Philip Eyton-Jones – Chairman
 CS Mrs Catherine Simpson– Head Teacher
 JC Ms Judith Corbett
 MH Mrs Maria Hammersley
 TH Mr Tony Hannigan
 MHe Mr Markus Hesselting
 MK Mr Mick Kumwenda
 KM Mrs Karen Morris
 LO Dr Liz Oliver
 ST Mrs Sally Tansley

In Attendance: Miss Anne Spiller - Clerk to the Governors
 Mr Julian Molloy – Education Officer

Apologies: Stuart Ayres, Barbara Hughes, Meiriol Meredith Jones, Jane Kennedy,
 Phil McGreevy & the Head Girl

	Action												
<p>1. MINUTES OF MEETINGS HELD ON:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Date</th> <th style="text-align: left;">Proposed by</th> <th style="text-align: left;">Seconded by</th> </tr> </thead> <tbody> <tr> <td>6/2/11</td> <td>KM</td> <td>ST</td> </tr> <tr> <td>10/3/11</td> <td>MK</td> <td>JC</td> </tr> <tr> <td>17/3/11</td> <td>TH</td> <td>LO</td> </tr> </tbody> </table>	Date	Proposed by	Seconded by	6/2/11	KM	ST	10/3/11	MK	JC	17/3/11	TH	LO	
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6/2/11	KM	ST											
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<p>2. ACTIONS FROM PREVIOUS MEETING</p> <p>Meeting held on 10/3/11 Item 5 - The agreed Admissions Policy for 2011/12 had been published in the Press. Item 8 – Attendance of Senior Staff. MH asked why HoL were not in attendance at the meeting? CS stated that a meeting off site had been arranged last Summer, but Governors postponed it until the Autumn 2010. CS stated that there needed to be an understanding that HoL were preparing for Estyn's revisit, they had attended 3 after school meetings the previous week. Another date to be arranged for the off site meeting, thereafter one member of SLT to be nominated to attend full Governing Body Meetings. Link Govs to meet with HoL to discuss what they would present to that meeting. i.e. an overview of their tasks (no more than 2 pages). PLC – Key focus is teaching & learning.</p> <p>Meeting held on 17/3/11 Item 4 Performance Management: The Acting Head Teacher had been PM on a ½ termly basis with a Prof Dev log. The S.L.T. had been through the process and had PM teaching staff in their faculty.</p>	PE-J												
<p>3. CHAIRMANS' REPORT</p> <p>Development for Blessed Edward Jones H.S.: They had re-advertised the post of Headteacher. Interviewing on Friday. Arrangement to be made for the Chair of Governors from both bodies to meet.</p>	PE-J												
<p>4. HEADTEACHERS' REPORT</p> <p>a) Estyn re-visit on Tues 7th & Wed 8th June. The programme was attached.</p> <p>b) School Improvement Plan had been looked at by Ian Kelly (Primary) & Julian Molloy (Secondary). CS – Presented the plan via the Overhead Projector. They had identified the 5 key areas with 17 Priorities. Produced breakdown of Policies for each Sub-Committee. Attendance now 93%.</p>													

Performance Management: Had followed the G.T.C.W. code of conduct.
 All teachers had gone through the process.
 Reviewed ICT provision: Prudential borrowing development plan approved by the Finance Committee and supported by School Association..
 Extra-curricular provision under review.
 Primary after school clubs provided every night.
 Governance arrangements in place for Curriculum & Staffing, Finance Manual under review.
 School Council are part of the S.I.P.
 Review C.C.F. to ensure it is in bedded in the life of the school.
 2010 Results Analysis & Improvement Plan by Subject – See attached.
 Lesson Grades 1 – 5 where 1 = Best.
 Document what is good teaching. SLT now trained on how to do a good lesson observation.
 LEA had attended before end of Spring term. Julian Molloy talked through his observations.
 He observed a superb lesson with an NQT who was Dynamic.
 SEN – Big improvement since the Estyn Inspection.
 MAT – Staff needed to know more about how to move on. Differentiation.
 MMJ stated should focus on top 5% then move out. Maths Club for all including MAT.
 They will get ½ GCSE, some doing Mandarin. Will offer Latin in the future & Art History.
 Staffing Structure – Being monitored and evaluated.
 Home work club in Secondary from September. Already in place for Boarders.
 GCSE Astronomy – after school.
 Writing squad.
 PSE – Good policy, a number of outside speakers. Children had been evaluated.
 Tracking Presentation to Parents: Massive turnout from parents for KS3, KS4 & KS5 but not so good from Primary Parents. How did parents respond to identifying their child?
 Not had any letters or response, We have some coasters who we are picking up.
 All lessons will stretch their ability.
 Yrs 7 – 10 levels recorded termly. Yr 11 ½ termly, with progress report to parents. Give pupils predicted grades, but try not to give them for GCSE's.
 We have a 'good value added' SLT review results ½ termly and intervene when necessary.
 Progress: School Target; LEA Target: Actual Target for the pupil. The tracking system monitors, this is a key for parents. We want every child to fulfil their potential.
 Hoped parents could track pupil progress eventually via the VLE.
 Learning Walks: LEA followed a pupil for the day.
 Home school agreement with comments from the School Council to be published on website.
 Family Data: Due to our tracking system, there was controversy about our Family of Schools under Key Performance Indicators. The Primary school is compared with Rhos Street School, Ruthin.
 Our position within the Family is based on Free School Meals, the number of children from deprivation areas and pupils on the SEN register. St Brigid's came out well even when the KPIs for 'girls only' were selected.
 Issues in KS3: ICT, MFL, PE & 2nd Language Welsh.
 2009/10: KS1 all achieved 1. KS2 3-4 (bigger intake of pupils trying to get in to avoid entrance exam for Yr 7.
 Value added: Usually in the top 4 within our family.
 Dis-aggragating: We are either in line with or better than our family.
 Need to increase A* from 6% - hoping for 20%. MK stated this was terrific news, for a beginner (recently appointed Governor). Knowing when to intervene.

5. SUB-COMMTTEE REPORTS

a) Admissions

Year 7 - 99 applied, 77 sat entrance exam, 54 passed. 24 had been admitted with 2 places given to Boarders. As a result of a number of appeals 2 more had been admitted.

PE-J had replied to DCC about selection.

There continued to be a steady stream of applications.

b) Boarding

JC reported that there was 'Work in Progress.' Trying to increase numbers hopefully for Sept.

Looking at ways to improve uptake. Pointless going via International route. Need to invest a lot in Advertising. Need to turn day pupils into Flexi boarders.

Had met in March, now need to move forward.

Form a working group after inspection from school & boarding.

Missing out on potential income generation.

LO – What about forming a writers Group? Pupils & Staff write about the school. Personal Statements to be published in 'The Tablet'

We had gone back to advertising in 'The Cheshire Life' and recruited one new boarder this term. Push for the day school to offer the I.B. there was demand from potential boarders. CS suggested that a group of Trustees met to develop a working group to progress the issues of boarding.

c) Curriculum

Large demand for VIth form places, huge issue with lack of space. Next year would need to offer 2 x sessions for Photography. This meant may need additional staff for KS3 Art. Yr 10 look to consortium to see if we can offer greater choice. From Sept 16-19 will change to bigger lesson blocks to reduce transport. What entrance requirement/criteria for VIth Form. Bryn Hyfryd demand an 'A' at GCSE in each subject.

d) Finance

Sonia Weaver had done an extreme amount of work on the budget. The outturn for 2010/11 had resulted in an excess of £2800 inc over expenditure. The predicted deficit budget had been reversed as a result of the £22,000 catering equipment budget (which had been withheld by DCC for two years) and the new arrangement for VIth form funding (not available at the time of last years budget setting). Pulled back capitation, bids had to go via CS, from 2011/12 the HoL were the budget holders. Appointed a new Chef who had turned catering round and now generating good income. Audit x 3 would be in school from 14th – 17th June. Better School Fund now changed to School Effectiveness. Major items would have to be grant aided direct from the NAW. Looking at Solar roofing panels on the felt roof. The Budget figures approved by the Finance Committee were discussed and approved for Submission to the LEA.

e) Staffing

Had ratified the Performance Management Policy. They had looked at the policy check list and draft allocation to Sub-Committees. Would only meet again this term if we had any resignations.

6. ANY OTHER BUSINESS

- i) Send out Terms of Reference again.
- ii) Final Sheet of the Curriculum Committees To be completed by Governors.
- iii) Foundation Phase Uniform – With the new outdoor curriculum and the need for climbing. The foundation phase staff had asked KM to ask Gobs to agree to modifications. The red PE skirt for girls was impractical & difficult, they would like to suggest black shorts similar to the boys. This was agreed.
- iv) The issue of new supplies of the existing ties being 'clip on' was raised by MH. He stated that many parents had told him they did not agree with clip on ties. It had not been through Governors. CS stated the reason had been two fold, it was not a change to the uniform. The ties were the same material and CS stated that such decisions were not a matter for the full governing body. She stated the day to day management decisions were the responsibility of the Headteacher. She had the full support of the staff in making this decision and that she had received no complaints from parents or pupils. The point was made by The Bursar that another reason was for Health & Safety (a child could be strangled) we now had boys moving up the school! Two after the recent school Photograph when the issue of ties/ knots/top buttons etc which was a continual ongoing problem, would be resolved by the modification. It was agreed to give parents the choice although the Headteacher did not agree to this decision and no vote was taken.

AS