



**Moorlands School Federation Body - Full Governing Body Meeting
23 January 2017 6.15 pm - Community Room, Chantry Building**

MINUTES

Attendees:

		Committee	
Lou Abercrombie	Vice Chair of Resources Finance (Pupil Premium) Lead Y6 (2010 entry cohort) Link	Resources	Elected Parent Governor (Moorlands Junior School)
Ruth Balch	Vice Chair of Governing Body Chair of C&A H&S / Premises Lead EYFS (2016 entry cohort) Link	All	Co-opted
Jon Bentley	Vice-Chair of C&A Community Engagement Lead Y1 (2015 entry cohort) Link	C&A P&P	Elected Parent Governor (Moorlands Infant School)
Binky Clark	Chair of Governing Body Assessment for Learning Lead	All	Co-opted
Caroline Cronin	EAL Lead Y4 (2012 entry cohort) Link	C&A	Co-opted
Michael Farrier	Child Protection/Safeguarding Lead Y2 (2014 entry cohort) Link	C&A	Co-opted
Rachel Godfrey	Education Policy Lead	C&A	Elected Staff Governor
Clare Griffin-Felton	Head Teacher	All	Ex-officio
Robin Nash	Training and Recruitment Lead Y5 (2011 entry cohort) Link	Resources P&P	Co-opted
Johnny Norris	Chair of Resources	Resources	Co-opted
Joanna Reeves	SEND Lead Y3 (2013 entry cohort) Link	C&A	Co-opted
Simon Weiss	Revenue Generation Lead	Resources	Co-opted
David Tilling	Executive Principal, The Partnership Trust		

DISCUSSIONS

1. **Apologies:** Apologies were received from Rachel Godfrey.
2. **Declaration of Business Interests**
RB advised she is working with Roundhill Primary School in her NLG role, and another GB in Wiltshire
3. **Minutes of Previous Meeting (3 October 2016)** were accepted as drafted (NB: CGF requested a change to the circulates C&A Committee minutes, which will be taken at the next committee).
4. **Matters arising from previous meeting:**
Academy Conversion: now likely to be 1/3/17, pending final action relating to indemnity over land. The GB notes its frustration at the on-going delays, driven by the LA's requirement for Moorlands to provide temporary land use by First Steps. DT noted that pressure is being applied wherever possible by Trust Members
Baskervilles Planning Application: Baskervilles have not withdrawn their application due to a change in land use policy by the LA.

New DHT: Gina Scott has been in post since 1 January 2017, and feedback is very positive.

5. Chair's Update

5.1 – Notification from the RSC that MJS meets the definition: the GB were advised that MJS have received a letter from the Regional Schools Commissioner identifying it as meeting the data thresholds for classification as coasting. BC to respond setting out the context and actions in place, before RSC will confirm if any further action is required. GB agreed communication should be sent out at the end of the process, with CGF to advise staff confidentially at this stage.

5.2 – Change in Governance of the Partnership Trust: BC reported on a Trust meeting at which Chairs of GBs discussed the implications of the growth of the Trust (to around 16) on the current governance structure. David Gregory to prepare a proposal for circulation to all GBs in the Trust, that remains true to the values and principles to which we signed up.

6. Head Teacher's Report:

6.1 – The GB agreed the report should be reformatted to include Federation, MJS and MIS sections.

6.2 – CGF reported that all staff had hugely valued the input and professional support from the Trust's Directors of Learning

6.3 – RN noted 2x teachers receiving professional support and queried what progress had been made since last report. CGF confirmed that in the on-going process of NQT assessment, while some improvements have been made, there are now other areas for development identified. The other teacher is being supported due to necessary professional development required by a change in KS.

6.4 – GB asked CGF to advise on the impact of the reduced hours of the SEN/Inclusion Leader. CGF confirmed there is a significant shift in expectation to class teacher as the SEN/IL now co-ordinates, monitors and feedbacks to class teachers, but that this is wholly in line with the SEND changes from 2016. CGF noted very positive impact within The Ark with the 2 staff leading that learning. CGF also noted the impact on available time of the SEN/IL if parents request a statutory assessment.

6.5 – GB noted on the HT Report the Issue around SEND, PP and Maths for MJS, and CGF confirmed this is an area of concern, although the DHT has responded very quickly. GB to continue to monitor through C&A Committee.

6.6 – GB recognised the difficulty faced by the HT in dealing with online abuse from parents and confirmed their commitment to taking the necessary action to challenge unacceptable behaviour.

7. Future Planning:

7.1 Site Plan: CGF presented a site plan that demonstrates best use of the site to achieve current operational requirements, whilst facilitating the future provision of FS1 and additional letting space to generate income, in line with the GB's strategic goals.

Agreed actions:

- **LA / CGF to discuss with the PTA fundraising project to relocate a joint library**
- **SW to lead on business planning activity to identify how to bring forward FS1 provision and lettings opportunities**

7.2 Branding: CGF verbally presented the rationale for rebranding the federation at the point of academisation, and to take the opportunity to refresh vision, values, brand and engage properly with the wider community on these aspects. GB agreed now is the right time to consider this and confirmed CGF should lead this work.

Agreed Actions:

- **GB delegates authority to CGF to develop a proposal, engages with all stakeholders and return this to FGB for approval**

8. Academic Year Dates 2017-18

GB approved the academic year dates for 2017-17 in line with the recommendations from B&NES, and noted the consultation for 2018-19 has recently been released.

9. Governor Training

BC advised that TPT training for new governors is now available, that we will be recommitting to the LA Training Programme (funded from NLG grant) and that our next training session on 23/2/17 on education performance data will be led by Sarah Savage of TPT, and Gina Scott will be joining us.

10. Link Governor Reports

BC thanked governors for those submitted, CC/RN to submit ASAP. BC reminded governors that next contact is due in T4.

11. Clerking Arrangements

BC advised that TPT is advertising for a Trust and Governance Manager, but in the meantime we will need clerking support from the GB.

12. Policies

12.1 – Complaints: GB approved this policy for implementation

12.2 - Staff Leave of Absence: BC advised this policy will not be reviewed until after conversion

13. Any Other Business

RB advised GB that DfE have released an updated Governors' Handbook and added A Competency Framework for Governance, both of which are available in the Library section of the google drive.

14. Date Of Next Meeting

23/2/17 – Governor Training

6/3/17 – Resources Committee

13/3/17 – C&A Committee

15/5 - FGB