

RUSH COMMON PRIMARY SCHOOL
Minutes of the Governors' Meeting
 Held on Tuesday 22nd March 2005 at 7.30 pm

<p>Present:</p> <p>Mr M Wright, Chair</p> <p>Mr P Hogben</p> <p>Mr J Gibson</p> <p>Mr D Chappell</p> <p>Mrs A Rooke</p> <p>Mrs T Karditsas</p> <p>Mrs L Wade</p> <p>Mrs M Boshier</p>	<p>Mr J Fisher, Headteacher</p> <p>Mrs B Rolfe</p> <p>Mr D Latimer</p> <p>Mrs G Hawthorn</p> <p>Miss R Lane</p> <p>Mrs G Holmes</p> <p>Mrs A Peel</p> <p>Mrs J Green, Clerk</p>
<p>Apologies:</p> <p>Mr M John</p> <p>Dr H Al-Shajni</p>	<p>Mrs S Grossman</p> <p>Clr Lorraine Oates</p>

Mr Wright introduced and welcomed the new Clerk to Governors, Mrs Jenny Green, who has recently joined Rush Common School as PA to the Headteacher.

1. Minutes of the Last Meeting

The Minutes of the last meeting, held on Tuesday 25th January 2005, were agreed and signed by the Chair.

2. Matters Arising

a) Rush Common Ltd

Mr Malcolm Wright thanked those Governors who arrived early to sign the final documents in order that the registration of @Rush Common Ltd could get under way.

b) School Meals and Nutritional Standards

It was agreed that the model policy put out by County should be adopted by Rush Common Primary School. Proposed by Mrs Angela Peel, Seconded by Mrs Linda Wade. The decision was unanimous.

c) Voucher Scheme

Mr John Fisher advised that there are a lot of people looking at the idea of a voucher scheme for Before/After School Clubs and 'Supporting Parents in Work' is on the Agenda for the Senior Management Team. It was agreed, due to the different schemes available, that the best way forward would be for a meeting to take place with some of the Governing Body and some parents, to look carefully at the pros and cons of the options available.

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A copy of the Building sub group report was circulated. Mr Latimer confirmed that approval has now been received and work on the staff toilet upgrade project will start the second week of the Easter Holidays.

c. Buildings

Greta advised that she is not able to attend the P & C meeting at its current scheduled time of 3.30pm on a Wednesday and asked whether anyone would like to consider an exchange. It was felt that Hamid may well like to consider this and Dan agreed to explore this possibility.

Thanks to Mr Dave Evans for his assistance with the explanation of Target Setting for the School.

b. Pupils and Curriculum

The aim is for the Directors of @Rush Common Ltd to have a financial plan in place with a budget that will be able to fund 'extras'.

Mr Duncan Chappell advised that he has been looking at some way of forecasting. He felt it would be useful to know if we are overspending at any particular time of the year. Some discussion took place and Duncan clarified points raised by members of the committee with regard to the accuracy of the bottom line figure, the money set aside for building work, the ability to cover training and professional services.

a. Finance

4. Sub-Groups

It was confirmed that Mr Dan Latimer is now officially back as a Governor representing staff.

a) Staff Governor

3. Governor Business

Miss Rachel Lane will look into whether anything has been decided with regard to a review and any amendments that were needed to the Early Years Policy.

e) Pupils & Curriculum Sub Group

It was felt that it was not the time to take something major like this forward and too close to a decision not to make a change in the school day. However, it was agreed that it should be determined in what context it should be taken forward when it is taken forward. Mr Wright will report back to the governors once he has assessed the situation following the next Abingdon Chairs of Governors meeting in April.

d) Change to the School Day

d. Staffing

Mr John Fisher confirmed that assuming no further resignations are submitted there are no immediate staff problems.

Following the recommendation by the staffing sub group Mr Paul Hogben proposed that the four teachers currently employed on temporary contracts should be offered permanent contracts; this was seconded by Mrs Michelle Boshier. The decision was unanimous.

It was agreed that there is money available within the Budget to advertise for the three additional TAs that are needed next year.

Mr John Fisher has now received an official letter to confirm that his application for early retirement from Rush Common Primary School at the end of this School Year has been accepted.

The staffing sub group have recommended that Mrs Maxine Evans should be offered the post of Acting Head for the 2005/2006 academic year.

Mr Wright assured the meeting that whilst all members of the senior management team and teachers had been given the opportunity to apply for the position, Maxine is the only one who would like to be considered.

A discussion took place on Mrs Maxine Evans, her dedication, skills, styles and approach and the effect on @Rush Common Ltd and different points were clarified by Mr Malcolm Wright and Mr John Fisher.

Mr Malcolm Wright proposed that the position of Acting Headteacher should be offered to Mrs Maxine Evans, this was seconded by Mr Duncan Chappell, The decision was unanimous.

It was agreed that the process of appointing a Headteacher should be looked at carefully with a view to advertising at Christmas time.

e. ICT

Mrs Beth Rolfe asked how the lease for the next two years - £25,000 per year - would be funded. It was agreed that this would be looked at by the Finance sub group.

5. Headteacher

a) Headteacher's PA

Mr John Fisher advised that Mrs Jenny Green has settled into the position as his new PA.

b) Traffic Problems

Mr John Fisher alerted governors to the on-going traffic problems outside Rush Common School. A police letter will go out with a Newsletter confirming that the local PC will make regular visits to Rush Common School at different times before and after school and would administer fines to those parents who are acting inconsiderately and breaking the law.

c) Ofsted Registration

Mr Fisher thanked Governors for filling in the forms for the registration of the Rush Common Before and After School Club.

d) High Achieving Schools

Rush Common is ranked amongst the top 500 high quality successful schools in the UK.

The issue of governors working in schools without police checks was raised and Mr Fisher confirmed that this is at the discretion of the headteacher.

6. Correspondence

a)	OCC	Extended Schools in Oxfordshire
b)		Confirmation of Head's Salary
c)	Ridge & Partners	Proposed Retained Planned and Reactive Maintenance Service - Abingdon Schools
d)	OCC	MRQ2 Self Evaluation Form
e)		Child Protection Training for Governors
f)	University of Bristol	Provision of Music Services in 15 LEAs
g)	UCC	Implementing the Children Act in Oxfordshire
h)		Monitoring your School Budget
i)		Consultation on Admissions Policies and Numbers
j)	NAHT	Natural Workload Agreement
k)	DFES	Spectrum 83
l)	NCSL	Conference 2005
m)	OCC	Schools' Newsletter January 2005
n)		Foundation Partnerships
o)		£30 million for Music
p)	DFES	Governing the School of the Future
q)	OCC	Dignity at Work Policy
r)		Governor Training
s)	Schools Forum	Letter from Victor Burge
t)	Lyn Howes	Thanks
u)	OCC	Holiday Discount Scheme etc
v)		Extended Absence in Term Time
w)		Service Level Agreement for Finance Team
x)	John Fisher	Application for early retirement
y)	St Nicolas Primary	Partnership Foundation Stage Unit

Additional correspondence

i)	OCC	School Budget 2005/6
ii)	OCC	National Primary Strategy – Leadership Programme
iii)	Spectrum	News and Publications of interest to schools

7. School Development Plan

Mr John Fisher has been working with senior management team.

8. Governor Training

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MAY

9. Governor Visits

Mr Paul Hogben emphasised how much effort had been put into the recent maths week to provide a high quality and useful exercise.

Angela Peel enjoyed her visits to Gareth Alcott's class over the last two weeks.

10. Tackling Racial Harassment

Nothing to report.

11. Any Other Business

a) Offer from Gareth Alcott

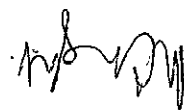
Gareth Alcott would very much like to come back to report to the Governors on his MA in Education. It was agreed that this would be welcome at 7pm on 21st June.

b) @ Rush Common Ltd

Duncan advised that he and Maxine need to draw up a list of actions with regard to appointments that need to be made and things that need to be done. If anyone is in a position to offer any assistance to Maxine this would be most welcome.

12. Date of the Next Meeting

The next meeting will take place on Tuesday 10th May at 7.30 pm. Apologies were offered from Mrs A Rooke.



10.05.05

1700/MW/JG(G6)