

WOLVERHAMPTON COUNCIL

**MINUTES OF THE MEETING OF THE GOVERNING BOARD OF
MORETON SCHOOL
HELD AT THE SCHOOL AT 5.30 PM ON MONDAY 13 JUNE 2016**

PRESENT:

Mrs H Bourton	
Mrs S Fullwood	
Mrs E Green	
Mrs C Harrison	
Mr R Hewer	- Chair
Mrs W Jackson	
Mr K Pace	
Mrs A Pumford	
Mrs S Reid	
Mrs J Webb	
Mr C Williams	- Headteacher

IN ATTENDANCE:

Miss L Armato	- School Business Manager
Mrs C Greaves	- Deputy Headteacher
Mr J Kinsey	- Deputy Headteacher
Mr A McNaughton	- Deputy Headteacher/Associate
Mrs E Woodhouse	- Clerk

CONSENT TO ABSENCE:

Mrs T Bromley
Mr J Perry

0042 DECLARATION OF INTEREST/CONFIDENTIALITY/CONFIDENTIAL ITEMS

Governors' attention was drawn to Paragraph 1 of the Schedule relating to Regulation 16 of The School Governance (Procedures) (England) Regulations 2013 "restrictions on persons taking part in proceedings of the Governing Body or its committees".

Governors were advised that if a person had any interest in a contract, proposed contract or matter under consideration, s/he should disclose the fact and take no part in the consideration, discussion or vote in respect of the contract or matter and withdraw from the meeting.

There were no declarations of interest.

Governors were reminded that care should be taken to ensure that they were aware of agenda items of a confidential nature. In addition, they were advised to ensure

that minutes of their meetings did not include information of a confidential nature as, once approved, these became public documents.

The Clerk requested that Governors consider if any items were of a confidential nature. Governors were advised that these items should be considered in private.

0043 **ANY OTHER BUSINESS**

Governors considered items of Any Other Business and agreed that the following be discussed at the appropriate time during the meeting:

Appointment of Co-opted Governor
Update on Academy Status
Invoice from Local Authority

APPOINTMENT OF CO-OPTED GOVERNOR

The Headteacher introduced Mr Pace to the meeting and advised that he had worked with and supported the School for a number of years.

Mr Pace advised that he had previously been a Governor in Sandwell for ten years including Wood Green School under the current RSC. He was currently a member of the PRU Management Board and was interested in alternative provision.

The Chair considered that Mr Pace would bring excellent experience to the Board.

MR K PACE LEFT THE MEETING AT THIS POINT

0044 **RESOLVED:** That Mr K Pace be appointed as a Co-opted Governor with immediate effect.

MR K PACE RETURNED TO THE MEETING AT THIS POINT

ACADEMY UPDATE

The Headteacher advised that the decision by the Headteacher Board had been delayed to 23 June. Despite the delay, work with Aldersley had continued. A significant amount of changes would be made in September which were right for the School regardless of whether they converted.

The Headteacher reminded Governors that there had been previous discussions around the timings of the school day. Staff had been consulted on the changes and a written response had been received. Governors received a copy of the new timings of the

School day (Appendix 1). The Headteacher reported that staff had not been happy with the initial proposal and he had met with the Unions earlier that day and agreed that the timings would remain the same with the exception of the finishing time which would be 3.30 pm instead of 4:30pm. Staff had been universally happy with the changed proposal.

Lesson times would be 55 minutes and tutor time would be in the middle of the day. Teaching time would be increased by 30 minutes per day and school would finish at 2:35 pm on a Friday. Directed time would be 1260, the limit was 1265 so there was a small contingency.

A Governor asked if this would impact negatively on local primary schools who would be finishing at the same time. The Headteacher advised that this issue had been negated as the School would be finishing later than any local school. On a Friday it would be finishing earlier than others so any congestion would be avoided.

A Governor raised concern regarding no time between lessons, the Headteacher advised that this was as it was now, staff did patrol the corridors and encourage students to move quickly.

0045 **RESOLVED:** That the proposed changes to the School day be approved.

MINUTES OF THE PREVIOUS MEETING

0046 **RESOLVED:** That the minutes of the previous meeting, held on Monday 14 March 2016 be approved as a correct record.

0047 **MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

MINUTES OF THE TEAL COMMITTEE

0048 **RESOLVED:** That the minutes of the meeting of the TEAL Committee, held on Monday 23 May 2016 (Appendix 2) be adopted.

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

0049 **RESOLVED:** That the minutes of the meeting of the Finance and General Purposes Committee, held on Wednesday 25 May 2016 (Appendix 3) be adopted.

MINUTES OF THE PAY AND PERSONNEL COMMITTEE

- 0050 **RESOLVED:** That the minutes of the meeting of the Pay and Personnel Committee, held on Wednesday 25 May 2016 (Appendix 4) be adopted.

0051 **MEMBERSHIP OF THE GOVERNING BOARD**

The Chair advised that his term of office would come to an end on 31 August 2016 and he would not be continuing. Governors wished to record their thanks to the Chair for his service to the Board and school.

The Chair advised that the School had been rated positively by the Local Authority during their recent review. Mrs Green had previously worked on an induction pack for new Governors and would happily help again. The Clerk advised that a copy of the NGA's publication – Welcome to Governance was sent to all newly appoint/elected Governors and she would forward a copy for Mrs Green's information.

0052 **GOVERNOR DBS CHECKS**

The Clerk advised that all Governors were now required to have an enhanced DBS check, as per the Amendment of the School Governance (Constitution) (England) Regulations 2012:

"16A.—(1) Where a governor has been elected or appointed before 1st April 2016 and does not hold an enhanced criminal record certificate, the governing body must apply for such a certificate in respect of that governor by 1st September 2016.

(2) Where a governor is elected or appointed on or after 1st April 2016 and does not hold an enhanced criminal record certificate, the governing body must apply for such a certificate in respect of that governor within 21 days after his or her appointment or election."

0053 **ANY URGENT ACTION TAKEN BY THE CHAIR**

There were no actions to be reported.

REPORT OF THE HEADTEACHER

A copy of 2014-15 Headline review was circulated (Appendix 5) and attention drawn to the following salient points by Mr McNaughton:

- English Language results had decreased. Weaker students had undertaken combined English.

- DT Food was a weak cohort.
- ICT was graded as amber, the top 27 students in the year group had undertaken Computer Science due to EBacc.
- The top 24 students in the year were undertaking single science subjects.
- The School was above national average for results for disadvantaged students.
- A further piece of English work had been completed to secure the outcomes for disadvantaged boys.
- There had been an issue pushing the most able students. This would be a targeted priority next year.
- The current Y10 would outperform the current Y11 if APS' were compared but attainment expectations had increased.

Governors thanked Mr McNaughton for the clear report and wished to record their thanks to staff and pupils.

Governors had received the Headteacher's Report in advance of the meeting and their attention was drawn to the following salient points:

- There would be additional funding in the next academic year for TA support to disadvantaged students to target specifically maths and English outcomes.
- Strengths included applied science, childcare and public services at post 16.
- Controlled assessments had been undertaken and JCQ had attended. There would be no report as there were no issues to address. This was very positive for the School.
- Mrs Greaves would replace Mr McNaughton as Head of Centre and the examination boards would be notified.
- A student had fractured his leg and would sit his examinations at home.
- One student was sitting his examinations at Midpoint Centre and the School had funded the taxi transport and invigilators. The student had written his name on each examination paper and refused to answer some questions. A grade would be achieved due to controlled assessments. The Headteacher would write to the Executive Headteacher of the Midpoint Centre to extend the School's gratitude.
- 91% of teaching was either good or better.
- IRIS was now in situ.
- 22 CPD sessions had been led by the School.
- The behaviour policy had been refreshed.
- There had been an increase in LIC referrals.
- There had been three permanent exclusions throughout the academic year and the Headteacher wished to thank the Members of the Board that had sat on the panels. The School were below National average for the number of permanent exclusions.
- There had been an increase in students accessing the Early Help Assessment

Tool.

- A spot check on Safeguarding reporting and recording had been undertaken by Denise Mooney from the Local Authority. This was very successful.
- Attendance had increased by 0.5%, the School's target was 94% and this had been met. This was the highest our attendance has ever been. A higher target would be set next year.
- Persistent absence had decreased by 30% following targeted interventions. Holidays during term time had decreased by 5.23%.
- There had been a decrease of £180k in deprivation funding following the redefinition of postcodes.
- New staff members for September were highlighted.

The Headteacher wished to record his congratulations to Mr McNaughton who would leave the School on 20 June with his blessing and would be sadly missed. Mr McNaughton had been appointed as Principal at Charlton Academy, Telford.

0054 **RESOLVED:** That the report of the Headteacher (Appendix 6) be adopted.

0055 **INVOICE FROM THE LOCAL AUTHORITY**

[REDACTED]

[REDACTED]

[REDACTED]

0056 **GOVERNOR NEWSLETTER**

Governors confirmed that they had received the Governor Newsletter for the summer term 2016 via post.

GOVERNOR TRAINING

The Clerk advised that the Governing Board were entitled to a training session on a topic of their choice and it was

0057 **RESOLVED** That a full Governing Board training session be held on Data.

PROCESS FOR THE ELECTION OF CHAIR AND VICE-CHAIR

Governors considered the election process for Chair and Vice-Chair of the Governing Board for the academic year 2016/17.

- 0058 **RESOLVED:** That nominations would be listed on the agenda for the first meeting of the Governing Board to be held in the academic year 2016/17.

In the event that no nominations are received and listed, members of the Governing Board will be entitled to offer themselves for election at that meeting.

0059 **CHAIR'S CORRESPONDENCE**

The Chair outlined to Governors the content of correspondence they had received since the previous meeting and, in particular, drew their attention to the following:

Resignation from Mr A McNaughton
Letter from the NUT regarding strike action
Letter regarding the disciplinary procedure

0060 **NEW EDUCATION AND ADOPTION BILL (S4S REPORT)**

Governors received the S4S Report in relation to the Education and Adoption Bill (Appendix 7), noting the implications for Governors detailed in the report.

0061 **COLLABORATION ARRANGEMENTS FOR GOVERNING BOARDS (S4S REPORT)**

Governors received the S4S report in relation to Collaboration Arrangements for Governing Boards (Appendix 8), noting that formal collaboration arrangements may be particularly helpful in instances where a pupil disciplinary, staff disciplinary or appeals committee is required.

The Clerk advised that in order to establish a joint committee, approval from both Governing Boards would be required.

0062 **TERM DATES AND HOLIDAYS 2017/2018**

Governors received a copy of the Term Dates and Holidays 2017/2018 (Appendix 9).

DATES OF FUTURE MEETINGS

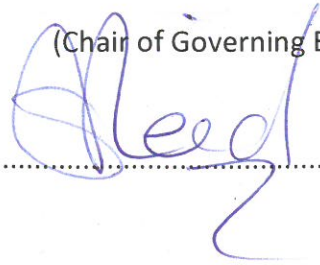
- 0063 **RESOLVED:** That future meetings dates be decided and notified to Governors.

Signed:



(Chair of Governing Board)

Date:



18/6/16