

**Rossett Acre Academy RKL
Meeting of the Governing Body
on Monday 24 April 2017: 6.30pm at the School**

Present: Ian Foy (Chair), Corrine Penhale (Head), Dave Betts, Jonathan Davis, Janet Hickman, Margaret Howard, Cat Salisbury, Louise Street

In Attendance: Libby Sims (Maths Subject Leader) – **First item only**, Sharon Day (SBM), Louise Sagar, Financial Accountant, Red Kite – **First 7 items** and Susan King (Clerk)

Core strategic functions

- a. Ensuring clarity of vision, ethos and strategic direction;
 - b. Holding the headteacher to account for the educational performance of the school and its pupils;
 - c. Overseeing the financial performance of the school and making sure its money is well spent.
- Agreed by Governors

Item No	Minutes	Action
1.	Apologies Accepted from: Liz Matykiewicz, John Riggs and Justine Weaver	
2.	<p>Maths Action Plan (all core strategic function a)</p> <p>Libby Sims provided the Action Plan for Maths and explained that the blue notes were from the Autumn term and the red notes from the Spring term. She went through the plan and the following main points were noted:</p> <ul style="list-style-type: none"> • The main priority for maths was Mastery. Q: What is Mastery? A: Shanghai/Singapore styles of learning which believes that all children can do maths; they will achieve while doing the same objectives at the same time. A training day on Mastery had been held that day, led by an ex parent who now worked as a consultant in Leeds/Bradford. It had been very good. • The first action was ongoing – to keep maths high profile and this was done in a number of ways such as half-termly Maths Superstars and maths assemblies which challenge the children. • Areas where teachers needed support had been identified and addressed through training at staff meetings. Every year group had been trained. There was also observation of Shanghai exchange teachers at Richard Taylor School. • Q: What is the main difference with Mastery from what went on before? A: Teaching does not move onto another topic until the current one is fully embedded. It ensures children are secure in the basics. It is also dialogic in that answers to questions were given in full sentences • The school had not yet changed the termly tests in line with this method meaning that some topics in the tests had not been covered. The results showed that, because children were secure in the basics there was no noticeable dip in achievement. • Q: Is it better to teach maths in the morning? A: Traditionally maths and English have been taught in the morning anyway when children are more alert. • Resources: It was ensured that the school both had the resources it needed 	

	<p>and that they were used to their full advantage.</p> <ul style="list-style-type: none"> • There were lots of observations of lessons and teachers were adopting the attitude that it was an honour to be observed and that there was no judgement being passed only ideas shared for the benefit of learning. • There were no concerns regarding not stretching the more able. Higher achievers were encouraged to self challenge. <p>The Head commented that Libby has done a fantastic job bringing on maths in the school and turning negativity to positivity. The children really enjoy doing maths. now. Q: Are all classes doing the Mastery method? A: From September everyone started it – not necessarily all aspects of it though – it will have a bigger impact on the Early Years as they go through the school. Q: What one thing would you do differently if you could to make an even bigger/better change? A: Getting more people to see more maths lessons, without judgement, the biggest things gained are through taking and sharing ideas.</p> <p>Governors thanked Libby for her enlightening presentation and she left the meeting. JD commented on his visit to the school and his report which described the high profile maths has in every classroom and that Libby is obviously passionate about maths making her a very safe pair of hands for the subject in that she would not let it fail in the school. All agreed.</p>	
3.	<p>Declarations of interest None raised</p>	
4.	<p>Confidentiality No items were identified</p>	
5.	<p>Urgent business None raised</p>	
6.	<p>Minutes of the meeting on 30 January 2017 Approved and signed</p>	
7.	<p>Finance (HTR) The Financial Report would be an item on all agendas in the future. The School Business Manager (SBM) and Louise Sagar, Financial Accountant RKLTL (LS) led on the report. The following main points were noted:</p> <ul style="list-style-type: none"> • LS reported that she was attending local governing bodies across the trust to identify what issues there were. • The SBM reported that the latest bring forward figure from NYCC was now £111,000. There was still some negotiation ongoing and that this was not an unusual scenario following transfer to academy status. Following questioning, she explained to governors the detail of the history. • The SEN income was higher than reported because a child had left school later than anticipated. SEN income would remain lower over the whole year. • Uptake of school meals had increased meaning income had increased by £10k which would therefore match expenditure. Q: Do you have a view on whether it would be better to go with the Grammar school catering or stay with Taylor Shaw? A: Advise to stay with Taylor Shaw until the service from the Grammar school is more developed. • Capital expenditure would be £8K on refurbishing the older toilets. • The school has secured two CIF bids for replacing the windows and the mobile classrooms, however the work needs to be planned and completed 	

	<p>by March 2018. LS suggested learning lessons from Harrogate Grammar's building experiences.</p> <ul style="list-style-type: none"> • There will be an amount to pay back to the Education Funding Agency of possibly 10%. Q: How far will the school be involved in the project management? A: Harrogate Grammar will expect to be involved in the supervision; Western Primary were wholly involved in their smaller building project. The Chair said that it would be important to have support from RKLТ but also that the school has control and involvement in the planning. • The EFA have notified the school that they will carry out an inspection/condition survey soon. Q: Is that for their benefit? A: Yes, but the school will get a copy of the report free of charge. • Astroturf project: Following the estimate for this (with £50K put down, would be around £27K per year for 5-7 years), there followed a long discussion with the following main points/outcomes: <ul style="list-style-type: none"> • Agreed huge commitment but a much wanted resource by parents and children alike. • LS would look at using RKLТ reserves rather than Finance. • Too much to expect the PTA to be able to raise each year. • RKLТ advise against community funding as this would require opening the school to the public, which would have various implications. • Income will drop over the next year or so due to the low birth rate. • Each governor gave their opinion and generally agreed: <ul style="list-style-type: none"> • That other quotes should be sought • That other surfaces should be considered • That there should be further exploration of the use of other schools' sports facilities. • To look into funding across the trust and share the facility with trust members as that is what it's there for. • To limit the PTA burden to a 50%. • LS agreed that the possibility of sharing within the trust should be discussed and she would pass this on. She reported that the trust is keen to promote and share facilities. • LS reported that the trust was growing and that Crawshaw Academy joined recently. • The new budget was due to be approved on 19 June. The SBM had started this and JD agreed to look at it. • A new trust-wide finance system was due to be completed on 8 June. This would help the schools to work together better within the trust, giving more visibility. However there would be a lot of work to do prior to this to ensure the same procedures and codes were used. • Rossett High School had secured a CIF bid to improve its security fencing. They would be asked to share the plans so that Rossett Acre could assess any impacts on it. <p>LS and the SBM left the meeting.</p>	<p>Action LS</p> <p>Action LS</p> <p>Action SBM/JD</p> <p>Action SBM</p>
8.	<p>Head Teacher's Report</p> <p>The Head Teacher's Report had been circulated prior to the meeting. The Head talked through the rest of the report and the following main points were noted.</p> <ul style="list-style-type: none"> • Progress: Mock SATs had been held in readiness for the SATs due in May. • There was some concern regarding Year 2 as their writing was required to be unscaffolded and they need to be able to read 90 words per minute. 	

	<ul style="list-style-type: none"> EYFS were showing good development. Phonic screening was expected to be good. The DHT reported that progress meetings had been held with all teachers. Q: Is there an intention to mix Y2 due to its boy-centric composition and some reports of disruption. A: Improvements had been noticed in this year lately. Following discussion, it was agreed that the feedback would be looked at and a decision made and reported to the next meeting. Parent Survey: Louise Street and Dave Betts would undertake this. Staffing: The Head reported on the recent staffing changes and recruitment requirements and processes. The changes would allow the Senior Leadership Team to be restructured. It was agreed that a governor's help would be needed with one set of interviews. Governors agreed restructure change. 	<p>Action LSt/DB</p> <p>Action Head</p>
9.	<p>Matters Arising from the minutes from the meeting on 30 January</p> <ul style="list-style-type: none"> Staff Election: Only one applicant, Michelle Haigh, who would be the new Staff Governor from September and would be invited to the next meeting for familiarisation purposes. Skills required for new Co-opted Governor – ongoing Writing Interviews – ongoing 	Action Chair DB
10.	<p>Governor resignation The Chair reported that Michael Birch had resigned due to personal circumstances. Thanks were expressed for his services to the governing body.</p>	
11.	<p>Three Year Strategy Received prior to the meeting for reading and comment</p>	Action All
12.	<p>MAT Update As reported earlier, the trust was getting bigger with much interest from other schools. The school continued working collaboratively with the other member schools.</p>	
13.	<p>Safeguarding The Deputy Head reported that there were zero children on the protection register; 28 children being monitored closely and 55 children requiring nurturing support. Q: Have these numbers increased? A: No and they're pretty typical of most primary schools.</p>	
14.	<p>School Council and PTA fundraising The Head reported on behalf of JW and the following was noted:</p> <ul style="list-style-type: none"> £952.21 was raised for Red Nose Day through such things as dressing in red, joke book, cake and merchandise sale. The School Council page for the new school website had been submitted. Attendance at School Council meetings and commitment is an issue so revamping the election process from September is being looked at. Future events include discos for Years 1-6, Volunteer week in June, Shine week (replacing Rossett's Got Talent), UK Parliament Week (Nov) 	

15.	<p>Risk Register</p> <p>The Risk Register had been received prior to the meeting. This would be on every agenda of the local governing body. The Head went through all risks with an index of 10 and each had actions in place to mitigate the risk. The same was true of the risks at 9 also. The Chair identified a new risk relating to getting the capital projects completed by the designated time. This would be added to the register.</p>	Action Head
16.	<p>Policies</p> <p>The Home Learning Policy had been approved by email in March. Q: How does the school ensure consistency of approach across all classes/year groups? A: Good communication between year group partners is key. Also, some 'home learning monitoring' in January was carried out to look at what people are doing and check for inconsistencies. An anonymised example from one class was circulated. Feedback was given to staff and actions agreed. We will carry out this formal monitoring every year but monitor informally on a more regular basis.</p>	
17.	<p>Governor training</p> <p>The Head reminded governors that they need to complete their Safeguarding training.</p>	Action All
18.	<p>To note any governor correspondence received</p> <p>None received.</p>	
19.	<p>Any other business</p> <p>Rossett Acre Show</p> <p>The Assistant Head requested more volunteers to judge at Rossett Acre Show on the morning of 7 June. LSt, DB, the Head, Deputy Head and Richard Sherriff would judge.</p>	
20	<p>Date for next meeting</p> <p>Monday 19 June 2017 at 6.30pm in the school</p> <p>The meeting finished at 8.30.</p>	
	<p>Signed:</p> <p>Dated:</p>	