



FULL GOVERNING BODY MEETING MINUTES

MINUTES OF THE MEETING HELD ON THURSDAY 11TH DECEMBER 2014 AT 18:30 IN THE CONFERENCE ROOM

PRESENT: Tony Smith (TS), Pauline Quinton (PQ), Audrey Whyte (AW), John Griffiths (JG), Radha Stuart (RS), Graham Arr-Jones (GAR), Sarah Hinks (SHI), Peter Colebourn (PC), Michael Bull (MB), Penny Leach (PL), Suzanne Howells (SH).

ALSO PRESENT: Emma Brinkhurst (EB) Clerk

	AGENDA ITEM	MINUTES
1	Apologies for absence Membership updates	Received and accepted from Nigel Fisher (NF), Gaydree Wrigley (GW) and Hayley Olcay (HO) New Governor Michael Bull was welcomed to the Governing body and introductions were made.
2	Minutes of previous meeting	A copy of the minutes from Thursday 16 th September was circulated with the agenda. This is also available in the Governor's shared area. The minutes of 16th September were agreed as a correct record and signed PQ.
3	Matters arising	None
4	Declaration of pecuniary/business interest	RS – Curriculum Leader of English Sackville School
5	Headteacher's report	A copy of the Headteacher's report was circulated with the agenda. This is also available in the Governor's shared area. TS gave an overview of the Headteacher's report. Questions asked to TS in response to the Headteacher's report were: Q Do all less able students that come to the school from the local primary schools - were they all put in for early entry? With Maths there has always been a more cautious approach but less so with English. All students were entered for Maths and English GCSE last November. This will not possible in the future as we need to be wary of the 'First Entry' impact. Q Which subject does the school have the most concerns about at the School? Maths is our biggest concern. The school's A-C grade results in Maths were disappointing but progress in Maths was good. The ethos of the Maths department needs to change, and different teaching methods need to be used. The culture needs changing to ensure there is more focus on all students. Q Why is the Maths department struggling?

Signed (Chair)

Date



FULL GOVERNING BODY MEETING MINUTES

		<p>The department has been well managed but perhaps not so well lead. There needs to be a 'belief' that all are capable of maths and higher aspirations for students of all abilities – more of a focus on progress.</p> <p>Q Is the school getting any outside support in to support Maths? Yes we have outside support coming in January with Ian Taylor.</p> <p>Q How many teachers do you have in the Maths department? We have six and one on maternity leave.</p> <p>Q Is the girls performance in Maths worse than the boys? No, the girls are not significantly worse than the boys there is not a huge difference (3% on First Entry C+ which is a similar gap to national)</p> <p>Q Do you have good PGCE (Post-Graduate Certificate of Education) students? They vary in terms of quality but are well supported at Priory. Maths teachers secure jobs at an early stage of their training.</p> <p>Can a crib sheet be made for the Governors using the RAISEonline information. ACTION: TS confirmed this can be done.</p> <p>A Governor mentioned on a tour of the school that he felt the Maths rooms were uninspiring. A Governor mentioned that in an Ofsted report they compare primary and secondary parental support. In primary schools the parental support is better. A Governor mentioned that tests/materials are not brought home for parents to see at secondary school.</p> <p>There was discussion, at length, regarding the need to revise the 'options' to ensure 'Progress 8' measures are maximised. This does mean some compromise on the ethos of the school.</p> <p>PQ thanked the Friends of Priory for their fundraising efforts of £1793 this year.</p>
6	Strategic Items	<p style="text-align: center;"><u>Strategic Organisation (SO)</u></p> <p><u>Poplar Trees</u> Lewes Athletic Club have approached the school to see if the school were going to be doing any work to the trees next to the first bend of the running track. Two possible options were put forward to the Governors – the 2nd option was chosen to fell three of the trees and reduce the remaining four.</p> <p><u>SFVS (Schools Financial Value Standard)</u> Ian Fines and EB have gone through the SFVS and this was discussed at the SO meeting. The Governing Body Capacity Audit Feedback Forms still need</p>

Signed (Chair)

Date

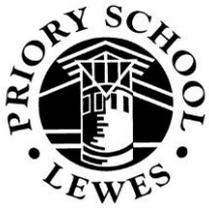


FULL GOVERNING BODY MEETING MINUTES

	Standard)	<p>the Governor's shared area.</p> <p>TS summarised the SFVS and it was explained that Governors need to complete the Governing Body Capacity Audit Feedback form as part of the SFVS. A deadline of Wednesday 17th December has been given to Governors to return these forms. The SFVS was agreed.</p> <p>ACTION: Governors to complete Governing Body Capacity Audit Feedback form and return to Clerk by 17th December.</p>
12.	IGCSE for English	<p>TS provided an update on the IGCSE for English which was raised at the previous full governing body meeting.</p> <p>The option of IGCSE for lower ability students is likely to happen. RS has been in contact with Sab Sahota-Lyons to help with advice on IGCSE for English.</p>
13.	Update on the 15 th November Saturday morning vision workshop	<p>A copy of the vision workshop: summary and update document was circulated at the meeting. This is also available in the Governor's shared area.</p> <p>JG gave a re-cap on the 15th November vision workshop the objective of this workshop was how could we drive the school forward in the future and generate new ideas. The Senior Leadership Team (SLT) and Governors attended this vision workshop and worked together. PQ was pleased with how well the SLT and Governors worked together at the vision workshop. If Governors have any comments on any of the ideas in the document they were asked to pass these onto JG.</p> <p>ACTION: Update on the vision workshop progress to be put on next full Governing body meeting.</p>
14.	Update on the Trust	<p>GAR provided an update on the Trust explaining the Trust has held its second meeting in late November. GAR is the Chair of the Trust, four out of the five feeder schools attended. A job description has been drafted for a Trust Company Secretary. £2 per student will be contributed to trust activity from January 2015. There will be an official launch in spring/summer 2015. There were discussions at the trust meeting about a logo for the trust.</p> <p>ACTION: It was requested that could any trust meeting minutes be available to Governors. TS to action.</p>
15.	Special Educational Needs (SEN) and Inclusion Link Governor vacancy	<p>There is a vacancy for a SEN and Inclusion Link Governor which needs to be filled. MB has agreed he will be this link Governor.</p> <p>ACTION: Clerk to send information on this role to MB.</p>
16.	Disciplinary Hearing update	<p>AW, PQ, GAR were on a Governor panel for a disciplinary hearing about a member of staff. It was mentioned that perhaps the next Saturday training could include some training on disciplinary hearings/exclusions.</p>
17.	EIPs (Education Improvement Partnerships)	<p>A copy of the EIPs information was circulated with the agenda. This is also available in the Governor's shared area.</p> <p>TS explained that EIPs are groups of schools working together across an area to improve outcomes for pupils at all schools. Each EIP receives</p>

Signed (Chair)

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FULL GOVERNING BODY MEETING MINUTES

		funding from County we have gained £15,000 for administrative purposes and £31,000 for projects. The plan is to merge the EIP with the trust.
	Reminder about Christmas celebrations	PQ reminded Governors about the Christmas celebrations on the 16 th December in Priory Chapel.
	Thank You	PQ and the Governors thanked the Clerk for her work over the year.

The meeting closed at 21:03

Next meeting: Thursday 12th February 18:30

ACTIONS			
ITEM	ACTION	RESPONSIBLE	UPDATE
5	Crib sheet made for Governors using the RAISE online information	TS	Emailed
7	Governors to complete safeguarding online training and provide copies of certificates to Clerk	Governors	Reminder to complete this on FGB agenda 12/2/14
11	Governors to complete Governing Body Capacity Audit Feedback forms and return to Clerk by 17 th December	Governors	One remaining – NF
13	Update on vision workshop progress to be put on next full governing body meeting agenda	Clerk	On FGB agenda for 12/2/14
14	Any trust meeting minutes to be circulated to Governors	TS	Done
15	Send information on SEN and Inclusion Link Governor to MB	Clerk	Done

Signed (Chair)

Date