

THORPE PRIMARY SCHOOL

DRAFT

Minutes of Extra-ordinary Full Governors Business Meeting

Tuesday 28th March 2017

At 7.00 pm

Present

| | |
|-----------------|-----|
| Lubna Akbar | LA |
| Emma Anderson | EA |
| Anne Clayton | AJ |
| Laura Davies | LD |
| Colin Hammond | CH |
| Paula Jeremaes | PJ |
| Charles Knudsen | CK |
| Lisa Lloyd | LL |
| Mansha Mohammed | MM |
| Trevor Pearce | TP |
| Seetal Swan | SS |
| Kate Trethewy | KTr |
| Karen Tucker | KT |
| Diane Wade | DW |

Absent

| |
|---------------------------------------|
| Deputy Headteacher (Associate Member) |
| Vice-Chair |
| Chair of Governors |
| Associate Member |
| Headteacher |
| Clerk to Governing Body |

| Item of Business | Points Discussed | Decisions/ Recommendations | Action Points/ Dates |
|------------------|---|---|----------------------------|
| 1. Apologies | Apologies were received from:- <ul style="list-style-type: none"> • Tracey Cheung • Manoj Subudhi | | |
| Welcome | CH welcomed Laura Davies to the governing body who has taken over from Jo White as a teacher staff governor CH thanked governors for coming to the meeting at such short notice | | |
| 2. Ofsted | CH reported to governors that: <ul style="list-style-type: none"> • the Full Report was not yet available • areas for development would be shared once the report was available | | |
| 3. MAT | CH reported that: <ul style="list-style-type: none"> • work has continued with Jack Hunt to form a Multi-Academy Trust with 3 other primary schools • although the outcome of the Ofsted inspection is not yet available the option to form a MAT with Jack Hunt and 3 others schools is still available • a project manager has been engaged to support with the process of forming a MAT • A decision needs to be taken this evening by governors to agree to form a MAT CH asked governors to vote | <p>Ballot papers were circulated for governors to vote. The result of the vote was 12-1 to form a MAT.</p> <p>The governing body of Thorpe Primary School request the Secretary of State to issue an Academy Order for the school to convert to Academy status at the earliest opportunity as part of the proposed Jack Hunt multi-academy trust.</p> | |

| Item of Business | Points Discussed | Decisions/Recommendations | Action Points/Dates |
|--------------------------------------|--|--|---------------------|
| <p>4. Governor Monitoring</p> | <p>CH reported that governors needed to make link governor visits to school to meet with leaders:</p> <ul style="list-style-type: none"> • Anne Clayton was asked to look at Early Years • Seetal Swan was asked to look at Outcomes of Greater Depth • CH will ask for a governor to look at Data and Standards <p>There was a discussion in school about the governors role in visiting and looking at the strategic view and not making judgements. CH reminded governors that their role was to challenge and ask questions to increase understanding and knowledge of their areas they are linked to.</p> <p>CH reported that the school Effectiveness committee who met the previous week looked at books and the policy for marking books.</p> | | |
| <p>5. Change of Date</p> | <p>CH asked governors if the date of the last Full Governors meeting and BBQ could be changed from Thursday 13th July to Tuesday 11th July.</p> | <p>It was agreed to change the date of the last Full Governors from Thursday 13th July to Tuesday 11th July</p> | |
| <p>AOB</p> | <p>KTr presented governors with a proposal for re-structuring the Leadership Team of the school:</p> <ul style="list-style-type: none"> • It was proposed to appoint a second Assistant Head (Governors looked at the roles and responsibilities) • KTr reported that the additional cost would be £3,000 - £4,500 with on-costs • It was proposed to move towards having 4 team leaders from 3 at present <p>KTr reported that the changes to the structure would build capacity for change and development moving forward</p> <p>It was proposed to have a core leadership team consisting of the Head, Deputy and two Assistant Heads</p> | <p>Governors approved the new Leadership Staffing Structure</p> | |

Meeting closed at 8.05 pm