

MINUTES of a meeting of the Full Governing Board of the Boskenwyn and Germoe Schools Federation held at Boskenwyn School on 2nd March 2016 at 6.00pm

PRESENT: Miss Sandy Easterbrook
Mrs Natalie Thomas
Mrs Denise Rusga
Mrs Jo Nicholas
Miss Samantha Prescott
Mrs Tracey Stevens
Mr Brian Toney
Dr Russell Monhemius (Chair)
Mrs Paula Quinney (Executive Head)

IN ATTENDANCE: Mrs Angie Larcombe, Acting Head of T&L (Germoe)
Mr Luke Haslam, Clerk

		ACTION
1.	<p>APOLOGIES & AOB</p> <p>Apologies were received and accepted from Wendy Jones, Donna Bennetts and Diane Whitehead.</p> <p>No apologies were received from Katy Chamberlain or Diane Whitehead.</p> <p>Governors heard that Mandy Turton had written a resignation letter to the chair of governors. Governors thanked Mrs Turton for her service to the federation.</p> <p>Governors welcomed Mrs Larcombe to the meeting.</p>	
2.	<p>DECLARATION OF BUSINESS & PECUNIARY INTERESTS</p> <p>No additional declarations were made at this meeting.</p>	
3.	<p>MINUTES OF THE LAST MEETING 21/01/2016</p> <p>The Previous minutes were agreed as a true record and signed by the chair as such.</p>	
4.	<p>MATTERS ARISING</p> <p>4. Fire Risk assessment still due for following up, Mr Toney to action with Boskenwyn School. February monitoring meeting postponed due to SIP visit.</p>	BT/PQ
4.1	<p>iBoardTouch</p> <p>Governors heard that PQ was seeking accreditation for the federation as a centre of excellence for iBoardTouch, a visit had been carried out by representatives of the company who were highly impressed with the</p>	

4.2	<p>practice and use of the technology they saw. iBoardTouch would like 2-3 staff to be exemplars who would then demonstrate use of the technology to other teachers across the country. iBoardTouch feel the staff are ready for accreditation now (typically takes up to a year).</p> <p>Governors were pleased to hear this and noted they saw some of this practice through their monitoring. Governors enquired about the implications of teachers coming out of their classes. PQ noted this had been her first concern and was pleased to find that the focus would be on other schools coming to observe practice and how the technology was used. A report would be coming from iBoardTouch to present to staff/governors as the first accredited school in the South West.</p> <p>Executive Headship @ Garras & Sithney</p> <p>PQ spoke to governors about the collaboration between the four schools and across two federations, both federations work closely together already and this has been really beneficial up to this point, linking together more closely would be geographically convenient and offer more opportunities for working together due to the closeness of Boskenwyn-Garras and Germoe-Sithney.</p> <p>PQ informed governors that she had been shortlisted for the Executive Headship of the two schools, lots of models being considered by their governors so no reflection on Germoe & Boskenwyn if not the final choice. Three governors and the SIP Richard Chalkley would be visiting Boskenwyn on 8th March for the morning, governors were invited to join at 11.00am. PQ stated she felt it important to share their governor's point of view and the benefits that they see in working more closely.</p> <p>Staff spoke of their experiences from working with staff across Germoe and Boskenwyn and the benefits they had found in sharing practice and expertise. On 18th March PQ would visit their schools to meet and present to them.</p>	
5.	<p>DISCHARGE REPORTS AND INVENTORIES FOR BOTH SCHOOLS</p> <p>Former chairs were happy with the draft discharge reports, clerk to finalise.</p>	LH
6.	<p>ACADEMISATION UPDATE (circulated)</p> <p>Governors discussed the working party updates for the Co-operative MAT, PQ invited governors to send any queries to her for passing on.</p> <p>New anticipated conversion date: 1st December. Consultations now need to be held. Governors were emphatic that the process be transparent.</p>	

7.	<p>SIP REPORT</p> <p>Many areas of strength identified including: behaviour, parent opinion of the schools, governor involvement & commitment, leadership & management and middle leadership. Maths was identified as close to outstanding and children spoke clearly and confidently about their next steps in learning.</p> <p>Areas for improvement included: The school website, being addressed by adding class areas and governor information. Developing a stronger culture of learning. Marking and children's responses highlighted as an area for development, staff have taken action to make children's responses clearer by using different pens for feedback.</p> <p><u>Governors asked if this was an area of focus for this particular inspector or if similar could be expected from an Ofsted inspection?</u> Staff indicated the last inspection at Germoe had focused on this in the same way. PQ noted that since lessons were no longer observed teaching over time (i.e. work books) came under renewed scrutiny.</p> <p>Governors were pleased to see many points had been actioned, discussed how the SIP had challenged staff on assessment data.</p>	
8.	<p>COMMITTEE/OTHER REPORTS</p> <p>8.1 Finance Primary focus of the last meeting had been the Boskenwyn budget, Alex (Bursar) and Maria (Co-op Trust Business Manager) had attended. School budgets need to be sound to be able to move forward with academisation.</p> <p>Projected deficit reduced from £22,000 to £7,000, some items had been missed and Pupil Premium recalculated. Important to know this still represents a significant overspend as reserves had been at £20,000 at the start of the year.</p> <p>Reviewing charges (i.e. staff wages) across the schools was suggested as an option for reconciling the budgets, Boskenwyn receives less funding despite having a similar number of pupils to Germoe.</p> <p>Germoe budget currently projecting a £94,000 carry-forward on this year, historically this money had been held for classroom expansion but with growth in pupil numbers slowed identifying another project for the schools was discussed, both schools had an identified need for a library, it was agreed to seek quotes for a conservatory project at Boskenwyn School.</p> <p>The Chair suggested a greater merging of budgets as staff were more frequently operating across both schools.</p> <p>Finance Committee to meet and consider these matters Monday 7th March at 1.00pm</p>	

8.2 8.3	<p>Mrs Thomas, Mrs Larcombe and Miss Easterbrook left the meeting at this point.</p> <p>Teaching & Learning Meeting date to be arranged.</p> <p>Tromso Report (reported in matters arising) Governors felt the report was very positive for both schools, the governor who attended reported back to the board.</p> <p>Governors discussed the practice and strategies observed at the international school, PQ noted their enquiry based learning was similar to how UK schools are being expected to show pupils being able to develop and understand their next steps for learning.</p> <p>PQ would like to submit an application for a further Erasmus+ project, this would be pupil focused rather than for staff development.</p>	
9.	<p>GOVERNOR MONITORING REPORTS</p> <p>Governor monitoring day had been postponed, no reports to present at this meeting.</p>	
10.	<p>POLICIES</p> <p>PQ outlined changes to marking policy. Marking policy to be circulated for next meeting. Transition policy being drafted. Behaviour policy being updated. Presentation policy being updated. Governors asked if these could be presented for the next meeting.</p>	
11.	<p>FREEDOM OF INFORMATION REVIEW (circulated)</p> <p>Governors resolved to follow recommended Cornwall Council Guidelines on FOI policy and scheme of publication.</p>	
12.	<p>PUPIL & SPORTS PREMIUM</p> <p>No updates for this meeting, a governor reported positive outcomes from a recent inter-school football tournament.</p> <p>Governors discussed requirements around how Pupil Premium funding is spent and accounted for (i.e. must be identified as benefitting that cohort of children specifically).</p>	
13.	<p>SAFEGUARDING</p>	

	No safeguarding updates for this meeting, Section 175 return due to be submitted soon, co-op trust safeguarding meeting will address this and governors can expect feedback at the next meeting.	
14.	CONFIDENTIAL MATTERS Nothing to report at this meeting.	
15.	ANY OTHER BUSINESS Governors discussed implementation of an online payment system for both schools, would like to explore this further but conscious that academisation may include adoption of a payment system.	
16.	ISSUES FOR THE NEXT MEETING No issues were raised under this item.	
17.	CONFIRM DATES OF NEXT MEETINGS Mon 7th March 1.00pm - Finance Committee Mon 18th April 9.00am - Boskenwyn Parent Governor Meeting Mon 18th April - Boskenwyn Monitoring Day Weds 20th April 9.00am - Germoe Parent Governor Meeting Weds 27th April 6.00pm - Full Board meeting at Germoe	

The meeting concluded at 7.59pm

Summary of Action Points
<ul style="list-style-type: none"> • Fire Risk Assessments to be reviewed by Mr Toney • Discharge Reports to be prepared by clerk to meet specifications of BT & SW

SIGNED

DATED.....