

**Minutes Of A Meeting Of The Full Board Of Governors Of  
The Federation Of Boskenwyn And Germoe Schools:**

**Held At Boskenwyn On Wednesday 28<sup>th</sup> November 2019 At 18:00**

PRESENT:

Dr Russ Monhemius (Chair)  
Miss Paula Blackburn (Head teacher)  
Charlotte Overton (Clerk)  
Naomi Penrose  
Denise Rusga  
Joanne Nicholas  
Katie Knight  
Jay Faust  
Natalie Thomas  
Anita Care  
Brian Toney

		ACTION
1.	<b>APOLOGIES</b> Received from Ruth Gingell and Wendy Jones accepted by Russ Monhemius.	
2.	<b>DECLARATION OF PECUNIARY INTERESTS</b> None	
3.	<b>MINUTES OF THE LAST MEETINGS</b>  14. No further update on fire alarms installation. Brian Toney will advise at next meeting.  15. Paula Blackburn advises that the 'Heads Performance Management' has had a new triad set up and the first meeting has taken place. A date to undertake performance management will be set at the next meeting which will be held in January.  Naomi Penrose confirms she has completed the online safeguarding training. Ruth Gingell has also completed it. All governors to complete the online training or ensure they are within the 3 years refresher training. Once completed they should inform Charlotte Overton and Anita Care.  Refresher Safeguarding Training will be completed in the summer term. Panel agree it would be best for this to take place prior to the governor meeting on the day.  Panel introduced to Tom Richardson who is interested in becoming a governor and is observing the meeting.  Previous minutes approved unanimously by the panel and signed off by the chair.	<b>Brian Toney</b>  <b>Paula Blackburn</b>  <b>All Governors</b>  <b>All Governors</b>
4.	<b>MATTERS ARISING</b> None	



	<p>Natalie Thomas confirms that she has had an initial meeting with Angie Lancombe and a further meeting will be held in January. Further update to follow at the next meeting.</p> <p>Two EHCP applications at each school are ongoing. No indication as to timeline currently.</p>	<b>Natalie Thomas</b>
10	<p><b>FINANCE AND OTHER COMMITTEE MEETINGS</b></p> <p>A finance committee meeting will be scheduled for January to look at the budget for next year and review current spend.</p> <p>Paula Blackburn advises there have been Data and Leadership Team Curriculum Meetings and a Curriculum Action Plan has been drafted.</p>	<b>Finance Committee</b>
11	<p><b>PUPIL PREMIUM</b></p> <p>Paula Blackburn confirms it is on this weeks newsletter to encourage parents who believe they are eligible to apply for pupil premium funding and free school meals.</p>	
12	<p><b>INSET</b></p> <p>Paula Blackburn confirms Twilight and Emotion coaching for all the staff has been completed. Trips abroad are planned as discussed above in Item 7.</p>	
13	<p><b>HEAD TEACHERS REPORT</b></p> <p>This has been circulated by email to all Governors since the last meeting. The panel are invited to ask questions on its content. Naomi Penrose raises the issue that acronyms and jargon make it difficult for those not in the teaching profession to understand. Russ Monhemius confirms NGA website has a list of acronyms that can help as a 'jargon buster'.</p>	
14	<p><b>HEALTH &amp; SAFETY</b></p> <p>Paula Blackburn advises that the roof at Germoe has collapsed but has been patched up temporarily by Cornwall Council. They have confirmed that both schools are eligible for the capital project with 10% from each school being put towards repairs.</p> <p>Jay Faust states that the side gate at Boskenwyn has swung into a pupils eye. This is a point of access and parents have asked to have it kept open so it cannot be sealed off. Panel agree that Brian Toney will assess the gate and see what needs to be done to improve the swing mechanism from a Health and Safety perspective.</p> <p>Issue of parking at Boskenwyn raised and the congestion caused by parking. Panel discuss previous measures that have been put into place to ease this problem. Germoe has similar problems with parking. There is a struggle to fill the post of a school crossing attendant at Germoe but it is currently being advertised and could help resolve this issue.</p>	<b>Brian Toney</b>
15	<p><b>HEAD TEACHERS PERFORMANCE MANAGEMENT</b></p> <p>As above</p>	
16	<p><b>URGENT/CONFIDENTIAL MATTERS</b></p> <p>None arising</p>	
17	<p><b>AOB</b></p> <p>Paula Blackburn tells the panel there has been a slight reshuffle of teaching staff at both schools: Mr Brassington is going to be the teacher of Year 1 and 2 at Germoe to cover maternity leave. At Boskenwyn Reception and Year 1 will be taught together by Molly Michelin and Year 2 by Denise Rusga. Katie Knight will continue to teach all 3 classes. This has been implemented because the use of space was not effective and working as well as it could.</p>	

	<p>Russ Monhemius asks how the change of cleaning routine at Germoe is going. Paula Blackburn confirms this has been a success and there has been an improvement.</p> <p>Tom Richardson is advised that if he wishes to become a Governor after observing this meeting then the panel will take a vote at the next meeting.</p>	
18	<p><b>DATE OF NEXT MEETING</b> Germoe Wednesday 12<sup>th</sup> February at 6pm</p>	