

	Item	Action
8	<p>Head Teachers Report. Amy and Justine are currently looking for a creative curriculum. This will enable teachers to spend more time teaching and less time planning. Both have been visiting other schools in the Gravesham area for ideas. Q: The curriculum policy should be discussed re proposal rather than being a school action.</p> <ul style="list-style-type: none"> We have been looking at a curriculum to incorporate skills i.e. IPC, Cornerstone, Inspire. We are not making any hasty decisions, this is for September 2015. Governors will be circulated with full details for governors to agree. <p>Q: When are you looking? This is a fact finding exercise at the moment. Chair: A small group of governors to discuss with Amy and be involved in this process? David and Julie agreed to work with Amy on this.to report to governor’s dates to be advised.</p> <p>1.6 – Staffing. All staff performance management are set and discussed with HMI. Governors thank them for all they are doing. Robin, HMI – teachers to take more hold on their subjects.</p> <p>Attendance. We are very pleased with our attendance it is ranked ‘outstanding’ our welfare officers were introduced last year and have been a great benefit over a short period of time.</p> <p>Quality of Teaching. Q: Describe how performance management is moving the 33% from requires improvement to good. We set four targets all teachers to be good or better. 100% has to be good by the end of the year. This is done through observations, book scrutiny, learning walks and pupil progress. Teachers choose a performance management target themselves. Justine is working with them in their classrooms supporting them with strategies for improving. Q: All moving from requires improvement to good? Yes. Q: If teaching is good or better what are we doing to encourage good to outstanding? Teachers are attending courses to make a difference. Outstanding teacher programme has had some impact not as much as expected. Q: 60% good with elements of outstanding? Teachers are cautious without levels. Q: We need to determine what is preventing them from reaching outstanding. Q: HMI outstanding – relates to two outstanding outcomes currently being delivered at the moment. Progress is being made in all areas.</p> <p>3.3 Assessment. Q: Assessment for new base line 2015, Do you know what they look like? Not yet they come out in January/February we need to look at them and make a decision as an academy. Tracking progress – we have gone with Kent’s way AWL SIMS.</p>	Amy Chitty

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	<p>EYFS assessment based on emerging, expected and exceeding. We are not expecting many to exceed.</p> <ul style="list-style-type: none"> • Pupil progress next week we need to go with SIMS for this term. There are not many systems for tracking out there. <p>Q: SIMS – judgement are children meeting age expected? We can show end of year breakdown, IT tests in maths are in progress. Paper based tests to qualify the validity of IT based tests? We are still looking.</p> <p>We are still using SIMS for assessment very keen to research for the new curriculum and assessment what will work for us.</p> <p>Predictions.</p> <p>KS2 is down – cohort of children (mixed group). 1 child will not sit SATS they are not working at level 3. A group of 6 children are still struggling to get to 4B, lots of interventions and help at the moment.</p> <p>4.4 In Year Progress.</p> <p>As expected Autumn term 1 – 1 step progress tracked (6 points) and children will be at age related at the end of the year. (See chart and compare) shows children who are making progress.</p> <p>Chair: year 2 Magnolia class – are low in % figure? New teacher in the class, culture when moderating in writing. We have met and put lots of the children up in assessment next time this will show more progress.</p> <p>4.5 SEN.</p> <p>Janet has worked hard to implement the new code and will present the new policy to governors after Christmas.</p> <p>Chair: Meet next term to review new policy and send to parents to discuss. Review at the end of this term.</p> <p>We are raising the profile in the community. Children are taking part in other things. BBC songs of praise – need to wait and see reply around the middle of January.</p>	David Rosenthal
8	<p>RAISEonline Report.</p> <p>Graphs – perspective each key stage.</p> <p>EYFS has fallen but still way above the Local Authority and National Average.</p> <p>APS on the way up.</p> <p>KS1 Phonics on an upward projectory - we are very pleased with this. In year 2 - 100% passed their retakes. Teachers teaching phonics are focused.</p> <p>RWM (reading, writing and maths) – we are above the National Average upward projectory in maths. In years 13-14 we were more stable.</p> <p>KS2 – RWM combined. 18 above national average. Results continue to fluctuate.</p> <p>Q: Similar on progress? Yes on Raise.</p> <p>Chair: David – what would you hope we would be asking about? A: Most important to compare with the National Average. On Raise most attainment/progress broadly in line</p>	

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	<p>with National Average. Some 'green' – Good in Ofsted terms. Concerns around the reporting of pupils making greater than expected progress.</p> <p>Key Judgements for Ofsted – Pupils at expected, good or greater.</p> <p>RAISE (KS2) – Progress in reading 96% expected, National Average 91% .21% making more than expected. Nationally 35%.</p> <p>Last group with inflated data in KS1, that Ofsted will be looking at.</p> <p>Q: What would be the impact as a school with inflated data? At the last meeting with Ofsted they accepted those children did have inflated data.</p> <p>Closing the Gap analysis – attainment 96.7%.</p> <p>Q: Closing the Gap measures for disadvantaged pupils, this is not much of a gap for us.</p> <p>A: We have termly progress meetings to look at the gaps.</p>	
11	<p>HMI Report.</p> <p>HMI was pleased with the progress. Subject leaders to take more ownership.</p> <ul style="list-style-type: none"> • Supporting and working with them they are taking it on board and attending leadership training. • Kevin Holmes met with the Literacy and Numeracy leaders making them responsible for data. • HMI Letter was exceptionally positive about the school and the Head Teacher. A very positive report for the future. <p>Governor: HMI – they are no longer attached to the school when we became an Academy.</p>	
12	<p>Multi Academy Trust.</p> <p>St Botolph's became part of the Academy on 1st December 2014. Fr. Joe has been working very hard to meet the deadline with the Local Authority. Day to day running of the school very little difference.</p> <ul style="list-style-type: none"> • The MAT has three schools – a lot could change going forward. • Management board have met already and are working together. Academy staff development day 5th January 2015 all staff to attend St George's for the morning. Heads to speak, guest speaker, subject leaders 'joint projects'. <p>Q: Relationship with Kent? Kevin Holmes – SIP? Kevin Holmes coming in 3 times a year.</p> <p>Q: Important – Academy is losing advice/support?</p> <p>Governor: Kent is a purveyor of Education Services – free to shop for these services. We intend to maintain good relationships with service providers.</p> <p>Governor: How are we challenged?</p> <p>Currently researching as an Academy the Improvement Partner market and looking at what other Academies are doing.</p>	

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	<p>We are all answerable as directors see them as the 'Local Authority' they meet 3/4 times a year.</p> <p>Chair: A meeting is on Friday – over the last 6 months 27 primary schools is Gravesham 9 are new academies of 8 secondary schools 4 are academies.</p> <p>Q: Will one of the directors attend the meeting? Amy is one of the directors. They will challenge, look at skills set, finance, HR.</p>	
14	<p>Buildings Update.</p> <p>Several issues are still outstanding. Some of the external doors still have gaps the new build is fine but there still a few issues with the build.</p> <p>Proposal – to replace the main door. For an industrial sized door the cost will be in the region of £1000.</p> <ul style="list-style-type: none"> • Health and Safety requirement, are we breaching this? All other doors have been dealt with – very poor quality. <p>Leak – EYFS.</p> <p>Chair: Thank you to Peter who came to fix the leak over the weekends.</p> <ul style="list-style-type: none"> • Peter fixed the leak in consultation with AECOM, KCC surveyors. • Issues with Wilmott Dixon (KCC) the external steps to the new build we asked for 'nosing' on each one. They came this week and they were 45mil too short. • Puddle – there is a large puddle on the Zerbra Crossing, KCC are dealing with this. • Our staffroom has leaks because of the joins in the buildings – after investigation it was discovered that the felt was on the wrong way, the cost of repair of £1500 the builders have agreed to pay. • Lighting – on going. We have a letter from Gravesham Borough Council re resident's complaints. We do not want to turn them off for security or to leave the school in darkness. Gravesham have advised this is light pollution and should go off 5:30pm every evening. People are on site until 6pm. • Governor: suggestion for security lighting, sensors? 	
14	<p>Governing Body Self Review.</p> <p>Clerk Action: To be on the next agenda.</p>	Clerk
15	<p>Finance.</p> <p>Formula and Capital.</p> <p>October monitoring Report.</p> <ul style="list-style-type: none"> • Formula – outturn figure for total revenue income year end forecast is £1,229,395 with an expenditure figure of £1,216,447 leaving a rollover figure of £101,187. • Capital – outturn income figure of £7,212 no expenditure. Private income £19,171 together with rollover brought forward of £37,214 leaves a current rollover figure of £46,097. <p>Capital budget rollover will be used to develop our Early Years area.</p>	

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16	<p>Monitoring Visits. Health and Safety.</p> <ul style="list-style-type: none"> Concerns were raised that the new entrance is exposed to the playground. We have a member of staff sited at this point, but children can still push the button to allow people out onto the playground. <p>Governor suggestions: metal railings from the gate towards the path to allow visitors to be led by the path to the main entrance/reception. Key pads with double gates? Governor: Concerns are worrying that children can let themselves out? This has not happened yet and the 'openness' was not like this before.</p> <ul style="list-style-type: none"> Costing obtained for the railings allowing for wheelchair access approximately £7.5K to be made and fitted. Risk? The risk is small the entrance is supervised. <p>Q: CCTV's to the gate? Secure? Guarantee this area is supervised always. Q: Do we need a 'Risk Assessment' carried out? All governors are concerned and want to have a risk assessment carried out to fulfil our obligations. Action: Amy to go back to the council (KCC). Amy to advise them the entrance to the school is not 'fit for purpose' governors not convinced of that assurance.</p> <p>Early Years. We have been saving over a period of time and money has been raised to develop this area. We have obtained 3 quotes for comparison for this provision. Lots of research has been done for activity and safety. Governors were shown illustrations of the equipment each company is quoting for. The bridge combination is the preferred activity and will fit more children also seen as good value for money. The cost is £16,450 which includes 80m2 of rubberised safety surface.</p> <ul style="list-style-type: none"> The existing trim trail requires refurbishment we propose to repair this and purchase a further trim trail made up of 6 units for the top field. <p>Quote obtained from 'Safe Play' for all these works £27,410. We already have £25K in the budget and the rest has been raised by donations. Safe Play is a family company we have met with them and they have supplied references for their work along with safety reports and a guarantee. Q: Scope for Early Years children to develop upper body strength, hold their body weight? Yes, there will be a rope net and a climbing wall with foot holes. Q: Part of the Early Years curriculum? Yes, facilities on the trim trail and existing items to develop balance, muscle and posture. Q: What is the timescale? About 2 weeks we are looking to install over the February half term. Governors: All approved the above proposal.</p>	Amy Chitty

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	<ul style="list-style-type: none"> Julie Maynard, Early Years specialist and Fr. Joe to look at what is provided. <p>Finance. Converting to an Academy – KCC freeze the school account the school is paid by the Education Funding Agency.</p> <ul style="list-style-type: none"> 6 Monthly Monitoring Feedback – issues raised by Kent. There were two issues responses to them have been made relating to rates and the BCM allowance. We carried forward £101K which amounts to a surplus, £7K over the BCM limit, this was explained to KCC and accepted. This was for the development of the playground. Academy Reporting? Any implications to finance? Academies report directly to the EFA. Our current budget will now run from 1st December to 31st August 2015. Total funding advised by the EFA is £777,619.58. There is an issue with the EFA concerning a shortfall – Adrian our project manager is dealing with this. This is due to our rising roll funding was taken from our census last January at 270 from September 2014 it is 300. KCC agreed the additional funding and this is the EFA’s oversight and we will obtain agreement from the EFA for the additional funding. <p>Q: St George’s school have employed a company to come in each new term to observe and advise when necessary. We are taking on the same. Chair: We have 7 months of the existing budget previously receiving £93K per month now £86K, what is the impact of this? We will get the additional money Surinder is working on this.</p> <p>SLT Report. Q: Are the SLT happy to produce this report to governors? Yes it is an important responsibility for governors to make visits and Ofsted are happy governors are holding the school to account.</p> <p>Assessment. All children are accessing the curriculum.</p> <ul style="list-style-type: none"> Level of descriptors are not yet available and currently under consultation. <p>Q: Possible to assess children against children who are reaching their levels? Yes, percentage of children who pass will be available. Q: SLT reporting on page 4 “<i>The performance descriptors.....</i>” Kent statement? Yes this was circulated on the e-bulletin sent out to all head teachers. Thank you to all governors for your work in monitoring, it is demanding work and we appreciate all you do. Chair: There are different kinds of monitoring visits governors can do. We have put together a Governor Visits policy with 3 reporting forms in it with a different approach for each.</p> <ul style="list-style-type: none"> Formal. 	<p style="text-align: center;">Amy Chitty/Surinder Benning</p>

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	<ul style="list-style-type: none"> • Informal. • Class visits. <p>Training governor: There is monitoring training for visits – urge you to go it is very helpful and makes sure reports are focused and accurate.</p> <p>Chair: Governors are coming in as monitoring governors not specialists, not making judgements about the quality of teaching, staff may feel threatened. We are critical friends holding the school to account. We are very proud of the relationship all governors have with school staff and we need to make sure we are keeping within our remit.</p> <p>Q: How as governors do we make sure all EYFS are screened for BEAM? It is your role to follow up and make sure it is done.</p> <p>Q: Robin, HMI implied governors are making too many monitoring visits. Chair: We are looking at the monitoring pairs timetable to reduce some of the visits a few can be met by less visits this is a work in progress.</p> <ul style="list-style-type: none"> • School appreciated the Terms of Reference which was given for guidance not a timetable. <p>All other reports were circulated together with SLT feedback no questions were raised.</p>	
17	<p>Governor Training.</p> <p>Fr. Kevin is taking on this role from Fr. Chris, all governors to advise any training undertaken.</p> <ul style="list-style-type: none"> • Safer Recruitment and Monitoring Visits training is available in March, please think about monitoring you are assigned to i.e. SEN, EYFS. • Justine and Victoria to attend the Safer Recruitment course. 	
18	<p>AOB.</p> <p>There are a range of Christmas trees around the school each class was given a tree to decorate for a competition the winning tree is in reception.</p> <ul style="list-style-type: none"> • Governors were asked to choose a prayer for the trees. • Governors invited to attend our carol service at 9:30am, Friday 19th December at St Botolph's church. 	
19	<p>Items of Confidentiality See attached (not for public copy). Item 7.</p>	
20	<p>Chair.</p> <p>Thank you for all your hard work in 2014 and wish you all a merry Christmas.</p>	
20	<p>Dates for future meetings. <i>Dates have been changed since the FGB meeting in December. They are now</i></p> <p>11 February 2015 25 March 2015 13 May 2015 8 July 2015 Meetings to be held 7-9pm.</p>	
21	<p>Prayers were led by Fr. Chris 9:00pm.</p>	

