



BROAD OAK SCHOOL
Full Governing Body meeting

Date of meeting: 14th May 2019
Quorum: 6 (met at this meeting)
Chair: John Janulewski
Clerk: Jenny Adie
Pages: 5
Signed: _____ **Date:** _____

Present Governor	category	end of term	present(P)/apologies(Ap)/absent(o)				
			12/9.	11/12.	6/2.	21/3.	14/5.
Kim Burrell	Parent Governor	11/12/20	P	P	P	P	Ap
Alessandro Patti	Parent Governor	27/6/21	P	P	P	P	Ap
Debbie Plowman	Parent Governor	14/5/22	P	P	Ap	P	P
Jake Stoye	Parent Governor	21/5/19	P	P	o	Ap	o
Kevin Corteen	Headteacher	ex officio	P	P	P	P	P
Lisa Walker	Staff Governor	14/1/22	P	P	P	P	P
John Janulewski	LA Governor	8/3/20	P	P	P	P	P
Mike Dore	Co-opted Governor	14/5/22	Ap	P	P	Ap	Ap
Ann Johnson	Co-opted Governor	4/5/22	P	P	P	P	P
Richard Osler	Co-opted Governor (Staff)	4/5/19	P	P	Ap	P	P
Chris Pyle	Co-opted Governor	25/11/19	P	P	P	P	P
James Wilson	Co-opted Governor	25/11/19	P	P	Ap	P	P

Apologies
Kim Burrell, Mike Dore, Alessandro Patti.
Apologies formally accepted.

In Attendance	
Clare Whiting	School Business Manager
Jenny Adie	Clerk

2. Declaration of any Pecuniary Interests in the items on this agenda

No Pecuniary Interests declared.

3. Minutes of the previous FGB Meeting, on 21st March

Minutes agreed and signed as a correct record.

3.1 Matters arising

Item 4, PA children living out of catchment: KC did not have numbers, but anecdotally yes.

Item 4, Ofsted: An NLE has come in and will give guidance on what Ofsted will look for.

Item 5.2, PAN: JJ and KC met with Amanda Corcoran, Isobel Booler and Adrian Hallett to discuss the PAN. The LA said that they will confirm in writing that they will stick to a PAN of 60.

Item 5.3, WiFi: has been updated, the server is still to be upgraded.

4. Budget information**4.1 2018/19 Budget closedown**

The predicted closedown was a £62,000 deficit, the actual was £34,000. Some work has been done and not paid for. They are looking at the best way to spend the IT/capital money. Breakfast Club is very busy, and making money. Some Staff Absence Insurance income has been received. The LA were quite positive about the year-end situation.

Governors agreed to ratify the year-end position.

4.2 2019/20 Budget update

The Budget is still provisional, with everything in following on from last year; it will be reconsidered as cuts have to be made. No more Staff are known to be leaving since the budget was drawn up, they will re-visit staffing if there are resignations. They knew they needed to lose 1 Teacher, and there was a resignation, covered presently by Supply. There is likely to be another Teacher resignation, they will discuss this if it happens.

A TA who was also an SLO has resigned, they will replace the SLO element but not the TA post.

They have a Teacher and 4 TAs in Saplings; they need to support these children and are looking at options for cost-effective support.

Numbers for September look good but they cannot finally know until September. They are already planning to spend less than last year, but income is lower. They will have a deficit anyway.

Q. They cannot cut beyond a certain point and still provide the service?

No. planning will be long term to work towards stable numbers and fewer Staff. CW is meeting with the LA on Friday about the Plan.

Q. Will the Council understand?

They will say they will talk to the School, and give advice. School is looking at fundraising, but for non-essentials such as the climbing frame which is presently broken. This will be small sums anyway.

Q. The School has a difficult intake, they have had TAs to support children, and take them out, but cannot afford the same Support Staff now; is there a cliff-edge point?

Most schools now cannot project the budget for more than 3 years before they go into deficit, but future income is unknown, schools cannot meaningfully project.

A parent came in to see KC today about an intervention for their child which is not taking place. The member of Staff has been needed for cover work. This will happen more in future.

Q. Has the School explained to parents about the financial situation, so they understand why some support may not be available?

Some explanation has been given in Newsletters, with links to information online. They do not want to cause more concern than is there at present, and possibly cause parents to move children away. They want to fundraise for particular projects, and invite parents to support them, rather than cause general alarm about funding.

Governors cannot approve a deficit budget.

Governors noted the proposed deficit budget.

5. Headteacher's Report

Pupil numbers

6 children have left since the last Report; 5 moved away from Manchester.

Reception numbers: first offer 52 children, they know there are some late applications, including 2 children in Nursery here. All but one of the 52 had put Broad Oak as first choice.

Nursery numbers are light for September. This happened to some schools last year, Broad Oak was less affected last year. Some parents are looking for continuity of wraparound care, not Breakfast Club Staff, then Nursery Staff, then After-School. They have lost a few because Breakfast Club does not open until 7.45am and parents want care from 7.30am.

Attendance

This is about the same as at the last meeting, though there has been much illness, including chickenpox and a sickness bug through the School. Unauthorised absence is very similar.

The Persistent Absence target is 5%, they are really focussing on at-risk pupils to stop them dropping into PA, and on children who are just PA. There are 8 children in the 88-90% category. PA is presently 7%, they hope to bring it down to 5.6%. They are still working on all the other children and families. 12 Penalty Notices have been requested following warning letters.

Teaching and Learning

Writing is present the focus for observations and book scrutiny, and moderation with partner schools. The Library is now open.

Q. Is KC happy with the quality of teaching?

Yes. Pupil Progress meetings are used to ensure teaching is really bespoke, and remains Quality First.

Q. There appears to be a difference in performance girls to boys - though in Year 5 boys are doing better. Are the differences within acceptable levels?

Yes. The differences in Year 5 are due to the makeup of the classes. There are variances between classes; even if they are planned at the beginning of the year, pupils coming in unbalanced abilities. One class has 4 new children arrived, all boys new to English.

Leadership and Management

They cannot know when to expect Ofsted. Information needs to be as up-to-date as it can be, will Governors please look at the SEF when it is updated.

KC will be working with Schelene Ferris from Brookburn, who is a serving Ofsted Inspector as well as a Headteacher. She says they need to celebrate positives, not apologise for data.

KC had a good meeting with the other Aspire continuation Headteachers. They have done some good partnership working, and have another peer review planned on progress this year and outcomes for disadvantaged pupils. They will widen their work, starting with School Councils visiting each others' schools, and Staff visits to other schools.

There has been one resignation since the Report was written, they know there is another member of Staff looking for posts, they will have definite information after half term.

Didsbury Community Church will be coming in to do post-SATs transition with Year 6 pupils; one member of the team works at Parris Wood. This will benefit all the children, not only those going to Parris Wood.

Q. Is linkage with Didsbury Community Church acceptable to parents of other faiths?

They have never had complaints. They engage with all parts of the community; there is presently a Muslim ex-parent working on British Values who will bring the work into School. They always make it clear that visitors are coming to work with the children, not to promote their organisation.

Q. About destinations of Year 6 children?

Some are going to Parris Wood, one is going to Didsbury High School, others to different schools. The School tries to convince parents not to put down only one High School that they want but will not get into. KC has done a number of Appeal letters this year.

5.1 Spring term data update

Data headlines handout, showing by class numbers and % on track for Expected for all children, also broken down to show boys/girls/Pupil Premium. Also Expected Progress information, without accounting for children with SEND who may be making good progress but this does not show as 2 tracking points.

Q. About SATs so far?

They thought the Reading Test today was fair, straightforward information retrieval and simple inference, with some deeper questions. The Grammar Test was yesterday, the children approached it well.

For Year 6 they expect at least 66% Combined, an improvement of at least 5% on last year. The 56% expectation for Pupil Premium children is a significant reduction of the non-Pupil Premium/Pupil Premium gap and above the % for Pupil Premium children nationally. The national gap is 11.

Where Pupil Premium children's attainment is lower, in KS1, it is because there are small numbers, 8 Pupil Premium children of whom 5 are boys with SEN and additional risk factors, still working on the Foundation Stage curriculum in their first term.

Last year, children in School since Year 4 attained 76% Combined in Year 6, a very good result. Children staying through the School do very well.

5.2 School Vision - revisit in light of the "Curriculum Intent" requirements of the Ofsted Framework.

This is one thing they are doing in preparation for new Inspection Framework in September. They know there will be a focus on curriculum intent, then impact. The School has to be able to say how the curriculum offer meets the needs of the School's particular community. They thought that the starting point was to look at the Vision, and build Intent from there. Since the Vision was written the School has taken on the Aspire Core Values. The School needs a broad curriculum policy, also Subject policies.

They have had fortnightly SLT with MLT meetings to work on this. It is now available in draft.

The draft Vision was handed out.

The work will be taken to Governors, parents, and the School Council.

Governors read the draft and approved it.

KC asked to return to this at the next meeting on 10th July, they will have an overview and policy by then. The Lead member of Staff will give a presentation.

Action	Clerk	To put the Vision on to the next agenda.
---------------	--------------	---

6. Feedback from meeting on 8th May**6.1 Dates/Times of meetings 2019- 2020**

Paper attached.

There should be at least one Resources meeting and one SIG meeting feeding into each GB meeting, with meetings set for when information is available. Governors will discuss in groups, they may want to tighten dates.

Resources: AJ, JW, CP, LW, KC; CW attending

School Improvement: KB, AP, MD, DP, RO, JJ, KC

6.2 Tasks for first Resources/SIG meetings

Paper attached

6.3 Roles of SIP Link Governors

It was decided at the last meeting that SIP Link Governors will carry on this year, then the FGB will look at whether this is still useful and should continue.

Link Governor visits to School need to be reported back and minuted, otherwise there is no proof they ever happened.

Link Governors can feed into Committee discussions.

6.4 Record of Visit form pro forma for Governor dealings with the school

Headings and outcome. Governors have to be clear on boundaries, they should not take any professional responsibility, they are observing.

If a parent approaches a Governor with a problem, if it is a complaint the complainant should follow the Complaints Policy. For anything else the Governor should go to the Headteacher and report, the Headteacher will pick up the issue. It is not a Governor's role to do this.

6.5 Break out into Resources and SIG groups to address 6.2

7. Plenary

Resources Committee: first meeting Tuesday 11th June 5pm

Chair: James Wilson. CW is drawing-up Terms of Reference and will bring them.

School Improvement Group: first meeting Monday 24th June 6pm,

Chair: Debbie Plowman. DP will do Terms of Reference

8. Any other business

8.1 Co-opted Governor end of term

Richard Osler's term of office ended on 4th May.

Governors agreed to re-appoint Richard Osler as a Co-opted Governor.

8.2 Parent Governor end of term

Jake Stoye's term of office ends on 21st May.

A Parent Governor election is needed to fill this post.

Governors agreed to defer the election until the first part of next term when there will be new Nursery and Reception parents and they have had time to settle into the School.

It was agreed that it is better not to ask for particular skills, this can put people off standing. There could be information from an existing Parent Governor.

next meeting: Wednesday 10th July