**RICHARD TAYLOR CHURCH OF ENGLAND PRIMARY SCHOOL**

**MINUTES OF LGB COMMITTEE MEETING: SUMMER 2024**

**Held on Wednesday 19th June 2024 at 7pm**

|  |  |
| --- | --- |
| Governing Body Core Functions  Ensuring Clarity of Vision, Ethos and Strategic Direction.  Holding executive leaders to account for the educational performance of the organisation and its pupils and the performance management of staff.  Overseeing the financial performance of the organisation and making sure its money is well spent. | |
| *Present*  Andrew Symonds (AS), Jan Johnson (JJ), Philip Richardson (PR), Cath Phelan (CP), Caroline Fox-Robinson (CFR), Niki Hutchinson (NH), Steve Scarisbrick (SS), Robert Bath (RB) In attendance: Emma Crisell (EC), Lucy Shaw (LS), Netty Young (NY), Hannah Manwaring (HM) - clerk   1. *Prayers*   JJ led in prayer.   1. *Welcoming new governors*   AS: welcome to Netty Young and Lucy Shaw who are onboarding as governors, support staff and parent governor respectively.  All governors introduced themselves and named their role within school and their area of responsibility as a governor.   1. *Apologies*   Lynsey Barroclough, no correspondence. HM to follow up. Nicola Good, health issues until September 2024.   1. *Declaration of PIF & Declarations of hospitality*   None raised.   1. *Minutes of Spring 2024*   JJ: Any comments?  AS: We had flagged “no academy growth currently”. Jane Goodwin, CEO, IS looking at ways to grow as a Trust, particularly in terms of adding another secondary school. Claire Dowson is to come back to us with KPIS regarding financial benchmarking. This will help the finance committee to look at possible areas where we can make savings  JJ: minutes accepted.   1. *Review of action plan* 2. AS to update SDP with measurable milestones as discussed with school advisor. 3. Governors to monitor the impact on teaching and learning at school in response to our ongoing partnership with the English Hub. This partnership will continue in the following academic year. 4. New website to go live before end of spring term – delay due to AS absence in Spring term. Staff to be trained in autumn term on how to update the website content 5. Appoint new parent governor following elections – onboarding in process. 6. *Correspondence*   None.   1. *Update on Academy*   Included in the HT report.   1. *Headteachers report*   AS: the Trust is seeking to move in an agreed template for the HT report.  JJ: does the inclusion of graphics and tables detract? Would it be possible to have an index?  AS: we will not be using AI for the report, as has been trialled in other schools and is an option for this report. AS still felt that completing the HT commentary was something that should be done without AI  There has been a number of changes in the staffing structure. Anne Robertson will step down end of the school year. Helen Warburton will leave in July also. Sarah Bonson, Business Manager, will move on to new ventures. AS is to take Wednesday out of school, working 4-day week. EC will take on shared HT role. Approval needs to be given for this. EC will get a more even pace by doing 1 day teaching in Coverdale. Any questions about the proposed staff structure?  EC: it will be a better model for us as a school.  AS: it will be a superbly strong team. We have KS1 and KS2 lead positions which need filling.  For key actions from all the committees, please refer to the HT report. The SDP is included in the Curriculum committee.  Maths Mastery is going to be a key part of 2024/25. Kathryn Watson will be the new RE lead.  We are due SIAMS. We will connect with Laura at St Johns re participation in Worship sub-committees. This is due to the fact that Simon Dowson is moving parish and will no longer sit as a governor.  The catering deficit needs flagging and was picked up by Claire Dowson. The question is where can we make savings? This will be a priority for the finance committee working with the new business manager from September.  Attendance at 95.4% is well above the national average. Our PAN at 39 is full fixed term exclusion in March and this child is now reintegrated into school.  Mrs Styles submitted a detailed SENCo Report to the governors.  CFR: are there other schools with a similar amount of EHCPs?  AS: Pannal and Aidan’s contain comparable numbers but we are higher than local and national comparisons. We will always remain open and inclusive as a school.  Kate Lounds, our advisor, is retiring. She was with the school recently, advising on Geography.  EC: there was lots of challenge, lots of advice also. It was very collaborative, helpful and a positive experience. Kristina Sherwood shone as the Geography lead.  AS: last time we had LGB we had some training on writing which is an area that we have seen considerable improvement.  In terms of professional development we currently have the following subject leadership structure:  Leanne Heard: Science  Kristina Sherwood: Geography  Cath Phelan will co-lead the Maths Mastery training next year.  Claire Mace: English  Kathryn Watson: RE  CFR: is Forest Schools going to happen?  EC: we have worked out a plan to deliver it to all our Year 1s.   1. *Scheme of delegation*   *The Governors spent the rest of the meeting discussing the new draft SoD*  AS: we are looking for feedback from the Governance Review Update.  The Trust are looking to find a common ground for governance. One model across the governing bodies, possibly doing away with sub committees.  JJ: there is an added dimension that you get from having multiple people on subcommittee boards.  AS: Our governors work hard to know our school at a local level.  CFR: is this going to consultation?  AS: yes. Ongoing we have shared the view that there is a lot of information that goes up to the Trust but the Trust does not always feed back down to the LGB. We don’t want to give up our ability to impact change.  SS: when the Trust was first set up a priority was given to local governance. As the role of the Trust grows it is important that we don’t lose the voice of local governing bodies.  AS: Our local governing body has an important role to play in the future of RTS. A key question from SIAMS is how the academy supports the Christian values of the school. This is an identified priority for the Trust.  What points of clarification do we want on this? We don’t want to become a supporting group, where were our ability to direct the future of the school is significantly diminished.  JJ: It is interesting to note that Alison Glover, the Chair to the Trust Board is leaving.  AS: change is inevitable but our governing body know and have been responsible for our school.  JJ: It is a mistake to assume that every governing body is not effective if there are sufficient numbers in it, ie like RTS. Our respect, trust and service that is seen in the pupils is there because we have a top-down approach and this comes from our governance meetings.  RB: it is flawed logic if the CEO’s workload across all Trust schools makes it impossible to fulfil the additional responsibilities handed to the post.  AS: we want to have our governors to be involved in our building projects.  RB: we *have* to be involved because of our knowledge of the site.  JJ: the governors here now must decide on 1 point that they want to raise. We could add this to a document on GovHub.  AS: there *will* be a scheme of delegation. The governors need to address legitimate concerns. For example: If we move away from sub committees, do we still have the remit to set working parties?  JJ: if we take on the model of one person who takes on one committee’s responsibilities then we are likely to lose people. Daytime meetings are impossible for many governors.  AS: 3 things come to mind:   1. Where would we be at, as an LGB, in terms of Christian ethos? 2. Is it workable for the CEO to hold as much responsible? 3. Does it allow LGB to work as hard as it does now to *know* it’s school?   PR: we want to be RTS, not simply a YCW model school.  RB: is there additional cost in the single central service charge for implementing this proposal?  LS: what are the positives of the Trust for us?  AS: we gain whole school collaboration at school level. We can’t stay the same but we don’t want to lose the commitment to RTS that we’ve always had from the governor team.  SS: it was always to be collaborative. We need to play caution that there’s not a broader thing at play to hand over responsibility. It’s very corporate but doesn’t necessarily put our teaching and learning first.   1. *Any other business*   None raised.   1. *Date of next meeting – TBC due to changes being made by the Trust* 2. *Statement of Impact*   The local governing body at RTS have successfully helped to identify the school’s priorities and have actively supported and monitored the implementation of actions which have improved outcomes for the children at RTS. They have prioritised the importance of supporting the Christian vision of the school.  It this meeting they have taken the time to consider the scheme of delegation presented to them for feedback and worked to offer constructive feedback which seeks to continue to build a successful partnership between school and trust. |  |
|  |  |