

MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS HELD ON TUESDAY  
18<sup>th</sup> MARCH 2008.

PRESENT: Mrs C. Brooker (Chair), Mrs K. Bryant, Mr T. Winder, Mr F. Booth, Mrs T. St. John-Green, Miss A. Miggins and Mr G. Davies (Headteacher).

IN ATTENDANCE: Mrs L. Talbot (Clerk), Mrs K. Unsworth, prospective Foundation Governor, Mr A. Halsey

APOLOGIES were received from Mr Paterson, Mrs V. Allanach, Mrs Faulks, Mrs Lynch, Ms Brophy and Mr Winters; these were accepted.

Mrs Brooker welcomed Mr Halsey, who was going to make a presentation on the International Schools Award.

**Action**

07/08.25 DECLARATION OF INTEREST – No conflict of interest in any agenda item was declared

07/08.26 MINUTES OF THE MEETING HELD ON 5<sup>th</sup> FEBRUARY –  
Re Minute 07/08.23 (b) It was noted that Mrs Bryant proposed the motion that ASTAM should be instructed as architect for the FS/KS1 window replacement project, not Mrs St John Green. Subject to this amendment, the minutes, having been distributed, were approved and signed.

07/08.27 MATTERS ARISING FROM THE MINUTES – none

07/08.28 CHAIRMAN'S NOTICES:

- Mrs Brooker advised the meeting that Claire Thompson (SIP) had visited the school to carry out Visit C; the outcomes will be formally reported to the Governors in due course. Achievement was regraded to a 2 because of the number of Level 5s achieved in 2007 Year 6 SATs. However, the school remains a high performing school in comparison with schools nationally and locally. Mrs Thompson will be returning to visit Reception Class on 30<sup>th</sup> June to advise on judging children's attainment on entry and on 7<sup>th</sup> July to lead a staff meeting on target setting. Governors were invited to join the staff for the latter meeting. Meanwhile, Mr Davies, Miss Brown and Mrs Brooker were meeting to discuss the 2008 cohort as the majority will come from Holy Apostles' Playgroup
- Mrs Brooker commended "The Essential Guide for School Governors in Gloucestershire", which was distributed.

07/08.29 INTERNATIONAL SCHOOLS AWARD – Mr Halsey informed the meeting that the award is an accreditation scheme for curriculum-based international work in schools. He explained how the pupils would benefit from achieving the award and outlined the seven activities which will be used to provide evidence for the award.

Mr Halsey also presented the International policy and targets for the School Management Plan; these will be discussed at the next Governors' Curriculum meeting. Mr Booth agreed to be the Governor responsible for international work.

07/08.30 HEADTEACHER'S REPORT was received and the following noted in particular:

- Mr Davies is very pleased with the progress Miss Brown has made in reception class this term.
- Mr Davies is expecting formal confirmation that Mrs Mason wishes to return from maternity leave to work part time in September. This, together with other staff development issues, will mean changes to class teaching arrangements for the next school year.
- Currently there are 5 students on placement with the school
- Mr Davies attended a conference in London for “outstanding” schools, on sharing good practice
- The new clawback regulations present a challenge for the school's strategic financial management
- Having achieved the third successful review of IiP, Mr Davies will review the usefulness of kitemarks, given the cost and time of colleagues involved.
- The school makes significant contributions to charity; next autumn there will be a fundraising event for NSPCC; these enhance our pupils' experience of the ECM agenda.

07/08.31 COMMITTEE REPORTS –

- (a) FINANCE – A report was received and noted.
- (b) PREMISES – Mr Davies advised the meeting that, following the Governors' agreement to instruct ASTAM as the architect for the window replacement programme, the School Council have looked at the plans and there have been two meetings with the architect, Kevin Kendal. A schedule of works has been approved and the tender documents sent out on 7<sup>th</sup> March, for return by 4<sup>th</sup> April. During the school's April break, ASTAM will assess the tenders and the architect will present them to a meeting of the Premises committee on 21<sup>st</sup> April.
- (c) PERSONNEL – A report was received and it was noted, in particular, that the family requesting holiday which would lead to absence beyond the discretionary 10 days, have not taken this holiday.
- (d) CURRICULUM & STANDARDS – A report was received and noted. It was agreed that the Clerk should remind Governors about their Governor visit at the beginning of the appropriate term and also remind the Subject Leader.

07/08.32 GOVERNOR TRAINING – Mr Booth attended a course on the Curriculum on 6<sup>th</sup> March; he will feedback to the Curriculum committee at their next meeting.

THE MEETING CLOSED AT 9pm