### 

### Governing Body INTERIM EXECUTIVE COMMITTEE Minutes

**Committee: Interim Executive Committee**

**Chair: Mr S Titchard (Chair)**

**Clerk: Miss J Morris**

**Date of meeting: Friday 18 March 2016**

**Venue: School Library**

**Time: 8am**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­Governors:** Mr S Titchard (ST), Mrs C Findlay (CF), Mrs B Scott-Herron (BSH), Mr P King (PK), |  |  |  |  |
| **Apologies:** Mrs L Hendry, Mrs S Brammeier (SB), (NLG), Mrs J Griffiths (JG), Mr M Grant (MG),  **In attendance:** Mr B Padgett (BP) (Diocese),Mrs B Dutton (BD) (LA), Mrs A Taylor (AT), Mr J Koltan (JKo), Miss J Morris (JM) (Clerk), Mrs R Agnew (RA) |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **1**  **2**  **3** | **Welcome and Opening Prayer**  Chair welcomed everyone and opened the meeting with a short prayer.  **Attendance and Apologies**  Apologies from Mrs S Brammeier, Mr M Grant, Mrs L Hendry and Miss J Griffiths.  **Declaration of Business Interests**  None declared. |  |
| **4**  **7**  **5**  **6**  **8**  **9** | **Minutes from meeting on 4 March 2016**  These were accepted and approved for publishing on the school website.   |  |  |  | | --- | --- | --- | | **Actions from previous meetings** | **Owner** | **Timescale** | | Parents Group to review the new Progress reports | JK0/AM | ASAP | | Year 10 WA reports to include predicted grade that incorporates all coursework and exams (e.g. French and Geography) | Jko | For next data reports | | Thank you letter to AT and PG for Health & Safety Inspection outcome | Chair | ASAP | | Circulate IEC meeting date for next term | JM | Immediate | | Circulate key dates for governor involvement in Staffing Restructure | ST | Immediate | | Governors section of SIP to include KPI’s | ST | ASAP | | Dashboard of headline issues (attendance, finance, staffing, curriculum etc.) to be provided to IEC | BSH | Ongoing | | SLE and Diocesan support to be mentioned in half term 2 Teaching and Learning Report. | PMc | Immediate | | Persistent Absentee figures to show actual PA’s as well as other categories. | JLeo | Immediate | | Feedback from the teachers on the School iP System. | PMc | ASAP | | Update report on the implementation and success of Operation Encompass initiative. | BSH | tbc | | Set completion date for Transition Plan (with Diocese and LA support) | IEC | ASAP |   Mrs Findlay arrived at 8.07am  **WA3 Data Year 7-10**  Governors noted the key issues:   * Additional data on gender and average point score is now included * Figures in brackets shows the WA data from this time last year for comparison purposes * Key groups need to be targeted in Year 7 – 9 for progression in maths and or English * Pupil Premium gaps still need closing in some year groups * New data system has been ordered to manage the new progress 8 measures (4matrix) * Refocus allocation of teachers for Year 10 students once Year 11 students have left   Mrs Dutton arrived 8.15am  **Mr Padgett asked how sure the school was about the accuracy of the assessments at KS2/3.** Mr Koltan advised that it should have the same rigour as the old system. Any new data will report on students who are meeting progress, exceeding progress. Cross moderation will reinforce accuracy. Senior Leadership Team is also observing each other’s teaching.  Mrs Dutton confirmed that the hubs across Warrington were working very well and there was clear strength in unity. There is now sharing of schemes of work and resources. It is now identifying issues in primaries and looking at how the gap can be closed.    **Mr Padgett advised that the Diocesan is focusing on social context outside of schools and whether the pupil premium money could be used to solve conditions outside of school.**  **Budget update 2016/17**  Mrs Taylor advised that the budget has been balanced for 2016/17 providedthe staffing restructure goes ahead, income is maximised and expenditure reduced. The key focus needs to be on transition and increasing the student roll.  The governors and headteacher will work on a recovery plan which includes attracting more students and close control on expenditure. The model is based on at least 100 students on roll per year for the next 3 years. The budget will be presented to all staff.  Mrs Scott-Herron expressed concerns that other high schools are being allowed to oversubscribe when we have places.  Mrs Dutton recommended liaising with Hilary Smith, Warrington Borough Council about the new housing developments and making the school a ‘school of choice’ for a faith school.  **Mr Padgett asked why schools are allowed to go oversubscribed when other schools are fighting for places. Should the Admissions Policy require an appeal to the Local Authority.**  Mrs Dutton advised that the appeals have not been heard and therefore exact numbers cannot be confirmed. Mrs Dutton will speak to the Admissions Team.  Mrs Findlay felt it should be celebrated that we are now the second choice school after the large high performing high schools and more events should be provided to bring in students and parents to change people’s attitudes.  **Mrs Agnew recommended asking for an early Ofsted Inspection so that the published report could positively influence parents in time to make their choices about secondary schools in October.**  Mr Padgett advised that the Diocese were looking to undertake reviews of church schools under the format of an Ofsted review but would encompass the religious aspect and wider financial, resources and facilities review.  **Mrs Dutton recommended that the school takes up the offer of this review**.  Mr King left the meeting at 9.02am.  Governors were advised that the 3 day Finance Audit had made some recommendations for improvement but showed no areas for concern.  The Charging and Remission Policy is on the VLE. No changes have been made and this will be reviewed next year.  **Service Level Agreements**  Governors were presented with the list of Service Level Agreements that the school buys into. Governors agreed to these continuing. Governors to consider looking at buying the Governor Support SLA.  Mrs Taylor advised that the Business Managers Hub is looking at SLA’s and value for money.  The school and governors are confident with the level of service provided through the Diocesan SLA and agreed to renew this.  **Feedback on DIPs and DSEFs**  Mrs Scott-Herron advised that the feedback had been given to heads of departments and they were very welcome to have further and ongoing governor input.  Mrs Findlay advised that guidance is produced for governors coming in to see heads of department. Pairing would work better to share experience and skills. It is about knowing your school better and being able to relay this to Ofsted.  **Any Other Business**  Mrs Dutton advised governors to have a full review of the school in the summer term that covers governance, finance etc. which is done in conjunction with the local authority and diocese. The report can then be published in time for parents to make their secondary school choices.  Mrs Findlay advised that out of 120 students across the country, 15 students from our school had been elected by Barclays Bank in conjunction with BBC to be involved in a promotional film about the new government ‘Micro bit’.   |  |  |  | | --- | --- | --- | | **Actions from this meeting** | **Owner** | **Timescale** | | Report on what school is doing to improve progress of key groups in Years 7- 9 in English and/or maths | PMc | 29 April 2016 | | Next WA data to include A\*-D column for year 10 students | JK0 | 15 July 2016 | | Contact Admissions Team for final school admission numbers and why some schools are being allowed to oversubscribe | BD | Immediate | | Governors and Headteacher to consider an early Ofsted Inspection | BSH/ST | Immediate | | Consider buying Governor Support SLA | ST | ASAP | | Book time for governors cluster group to meet heads of departments in line with School Improvement Calendar | BSH/JM | ASAP | | Governors/ Headteacher to draw up action plan for a mini Ofsted review in summer term | BSH/ST | Immediate |  |  |  | | --- | --- | | **Date and time of next meeting:** | Thursday 31 March 2016 at 8am | | **Agenda items** | * Outstanding actions * Teaching and Learning: Triangulation with KS3 and KS4 Data | | |  |  |
|  |  | |  |  |

Miss J Morris: Clerk to the Interim Executive Committee

Signed……………………………………………………………….… (Chair/Vice Chair)

Date………………………………………………………………..……