



**Minutes of a meeting of the Governing Body of Mickle Trafford Village School held on
11th July 2018 at the school at 5:30pm**

<u>Present:</u>	
Julie Sharman	
Wendy Lyon	Headteacher
Karen Burnett	
Johnny Williamson	Chair of Governors
Harry Harrison	
Lucy Ward	
Ian Ford	
Clare Arnold	
<u>Absent:</u>	
Judith Gilmour	
Shelley Long	
Neil Gordon	
Maggie Wheeler	
<u>In attendance:</u>	
Cat Oakes	Clerk to Governors
Linda Peate	Associate Member
Tracy Averill	Associate Member, School Bursar
Julie Cox	Observer

1. Apologies

Apologies for absence had been received from Maggie Wheeler, Judith Gilmour and Shelley Long.

Neil Gordon was absent without apology.

Resolved: That the above apologies for absence be approved.

2. Declarations of Interest

No declarations of interest were declared.

Curriculum and data

3. Governor reports

The following reports had been received by Governors and considered before the meeting:

- Science – Julie Sharman
- Music – Johnny Williamson

The following reports were postponed to the next meeting:

- ICT – Shelley Long
- Art – Harry Harrison
- MFL - Neil Gordon

Resolved: That the science and music reports be received.

Action: The following reports be provided to the next meeting:

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ICT – Shelley Long
Art – Harry Harrison
MFL - Neil Gordon

4. Review core subjects

Literacy and maths reports had been circulated to Governors before the meeting for consideration.

Resolved: That the reports be received.

5. SEND review

The SEND Governor report been circulated for Governor consideration before the meeting.

Resolved: That the report be received.

6. End of year external data

Governors received the end of key stage results at the meeting.

KS2

Reading - The DHT informed that 82% of pupils had achieved the expected standard or above. The pass mark had increased and the school was going to appeal at least 2 pupil's papers. 52% of pupils were working at greater depth which was expected to be significantly above the national average.

Governors acknowledged that this cohort had been targeted as part of the SSPD to improve reading and writing so the results evidenced the positive impact of this.

Writing – The DHT felt that the school was now confident in teaching writing under the new standards. The results were noted to be positive.

SPaG - Governors acknowledged that the results were above national average.

Maths – Results for pupils achieving the expected level were noted to be above national average with 30% of pupils achieving greater depth.

The DHT highlighted the scaled scores and it was noted that these were also above national average.

Action: Progress scores to be provided to Governors when received in the autumn term.

KS1

Governors were informed that there were some very able pupils in the Year 2 cohort and also some pupils with additional learning needs. The new curriculum was demanding for some pupils.

The following was highlighted to Governors:

Reading – the results had reduced by 10% for pupils achieving the expected level. This was a reflection of the change in cohort. Data for pupils achieving greater depth had improved.



Writing – 17% of pupils had achieved working at greater depth further to their work being moderated by the Local Authority. This was slightly above national average although less than the previous year.

Q: How will the school manage the varying needs of the cohort as it moves into KS2?

A: Interventions will be put in place, transition will be carefully considered as will planning.

DHT: The cohort has experienced TAs in the classroom all the time and these will transfer with the cohort to Year 3.

Phonics

Further to concerns being raised in the summer term Sub B meeting, the DHT reported that the phonics results were positive. 93% of pupils had achieved the expected standard. These results were above the previous year and national average. All Year 2 pupils resitting the phonics had passed.

EYFS

The DHT informed that, further to the results, the Headteacher and DHT had reviewed internal data.

Q: Is there something that the pre-school could do to improve standards?

A: The results are a reflection of the particular needs of the cohort. There are a number of SEN pupils.

Q: Have parents chosen the school due to their pupil having SEN?

HT: Parents do comment on the school being known for its positive work with SEN pupils.

The DHT informed that some pupils had additional needs that would not necessarily continue through the school mainly in communication. There were also some more able pupils in the cohort which would need to be challenged to achieve the best they could.

The Headteacher informed that there was an experienced TA in the cohort as well as 2 class teachers.

Governors considered the data received to be positive.

Resolved: That the end of year data be received.

Governing Board

7. Succession Planning

Co-opted Governor - Governors noted that there was a Co-opted Governor vacancy further to the resignation of Maggie Wheeler.

Resolved: That Johnny Williamson be appointed as Co-opted Governor from 1st September 2018.

Parent Governor - Governors discuss the Parent Governor vacancy that this would leave and requested a Parent Governor election in the autumn term.

Action: Parent Governor election to be held in the autumn term.

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Chair – Governors succession planning for Chair and Vice Chair.

Resolved: That

- a) Johnny Williamson to continue as Chair until 31st August 2019.
- b) Ian Ford be elected as Vice Chair until 31st August 2019.
- c) Julie Sharman continue as Chair of Sub A committee until 31st August 2019.
- d) Shelley Long continue as Chair of Sub B committee until 31st August 2019.

Associate Member – Governors considered the appointment of Linda Peate as an Associate Member.

Resolved: That Linda Peate be appointed Associate Member.

8. Skills matrix and training plan

Governors reviewed the skills matrix and noted skills gaps in premises management and charring meetings. Governors agreed that these gaps should be included in the Parent Governor election material.

9. Review Governor actions and impact statement

The following Governor actions and impact were noted in review of the academic year:

- a) Formal teaching and learning review requested by Governors and involving Governors.
- b) Support and challenge to senior leaders
- c) Succession plan for governance completed to ensure an effective governance structure long term
- d) Subject reviews undertaken by Governors further to meetings with staff members.
- e) Employee survey completed by Governors and followed up with Governors meeting with staff to review the results.
- f) Governor involvement in the appointments of new staff members to support senior leaders.
- g) On going safeguarding monitoring.
- h) The School Council and Sports Leaders had attended and presented to Governors on their roles and impact.
- i) Effective budget monitoring.
- j) Governors had undertaken a full IT audit.
- k) Governors had undertaken a formal review of staffing and resources.
- l) Governors had attended the Conway residential visit.
- m) Governors had attended all school performances and sports day.
- n) Governors had invigilated SATS exams.

Action: The above information to be included on the school website.

9. Dates of the summer term meetings

It was agreed that the summer term meetings would be held on:

- Sub A – 22nd October 7pm
- Sub B – 8th November at 6pm
- FGB – 6th December at 6:30pm (Shrewsbury Arms)

10. Appointment of Clerk

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Resolved: That Catherine Oakes be appointed as Clerk to Governors for the 2018/19 academic year.

SIGNED.....

DATED.....

Action List

1. The following reports be provided to the next meeting:
 - ICT – Shelley Long
 - Art – Harry Harrison
 - MFL - Neil Gordon

2. Parent Governor election to be held in the autumn term – Headteacher