

Minutes			
<b>Title:</b>	Full Governors Meeting		
<b>Date:</b>	23 <sup>rd</sup> June 2016	<b>Time:</b>	6.00pm
<b>Chair:</b>	Hazel Cole	<b>Location:</b>	Compass

MEMBERS					
Name	Present /Apologies	Name	Present /Apologies	Name	Present /Apologies
Judith Chambers	?	Kate Grocock	✓	Aimee Kilbourne	✓
Bob Chamberlain	?	Jenny Hobden	✓	Chris Parkinson	✓
Hazel Cole	✓ (late)	Emma Hollis - Brown	✓	Jason Scrimshire	✓
Colin Crane	✓	Martin Holt	Apologies accepted	Andy Smith	✓
Matt Dover	✓	Geoff Hurst	✓	Penny Smith	✓
Maria Everley	✓	Iain Kinnis	?		
Rosalind Goldson	✓	Atika Kohli	✓		
Carly Harper (Clerk)	✓	Simon Brown (Seconded Principal)	✓		

NOTES	
#	Agenda Item
1.	<b>Welcome and Apologies</b>
	<p>1.1 The Vice Chair welcomed everyone to tonight's meeting and thanked Simon Brown, who has been appointed the Head of School, for attending tonight's meeting. The Principal confirmed that Simon Brown would be attending the FGBM and the Steering Committee Meetings from September 2016.</p> <p>1.2 The Clerk confirmed that she had received apologies from Iain Kinnis, Martin Holt, Judith Chambers and Bob Chamberlain. The governors accepted these apologies. It was confirmed that Hazel Cole Chair would be arriving a little late and had asked the Vice Chair to start the meeting in her absence.</p>
2.	<b>Declarations of Interest</b>
	2.1 There were no declarations of interest declared against tonight's agenda.
3.	<b>Items for AOB</b>
	<ul style="list-style-type: none"> <li>Open Day on Saturday – 10am until 1pm</li> <li>Nursery update</li> </ul>
4.	<b>Notes and Actions from 20<sup>th</sup> June 2013 and 18<sup>th</sup> September 2013</b>
	4.1 The governors present at the meeting confirmed that the minutes of the meeting on 10 <sup>th</sup> March were an accurate record and the action points were discussed and updated.
6.	<b>Questions on the Principal's Report</b>
	<p>6.1 The Principal apologised for the lateness of the circulation of the Governors report. As governors are fully aware that the leadership capacity is stretch at the moment due to the requirements of the Multi-Academy Trust (MAT) agenda.</p> <p>6.2 The Principal thanked Amy Kilbourne, Geoff Hurst and Maria Everley for their input at the recent Strategy Planning Day. He felt that they had really added value to the day.</p> <p>6.3 The Senior Leadership Team have not lost sight of the data and future requirements regarding student progress. The team is very driven to ensure that no student under achieves. The Leicestershire</p>

Secondary Heads have all agreed that the normal reporting of percentages results will not be published until the Raiseonline data is available/confirmed in January 2017. This is due to ensuring that recent changes and new measures are understood and comparisons can be made. We will also need to wait for the national outcomes. However, individual successes of students will be reported to the press and celebrated. The Principal suggested that there could be a league table for MAT in the future similar to schools and academies. This will be to ensure that MAT are held to account.

6.4 The Principal confirmed that we have 14 new teachers starting with us in the Autumn Term. He gave an explanation of how Lead Practitioners will work across both schools to ensure consistency of teaching and learning and sharing of best practice to improve the student outcomes. CF: A governor suggested that the next natural step could be becoming a teaching school. The Principal would agree but to be a teaching school you have to be OFSTED Outstanding. The Academy at this moment is striving to be Outstanding – currently rated as Good. The governor confirmed that at a recent presentation of David Carter, he had suggested that this would apply to ‘Good and Outstanding’ schools. At this time the Principal confirmed that the DfE website states that you must be ‘Outstanding’ **Action: Emma Hollis-Brown to send through the slides for the Principal to enable this to be followed up. The COG to write to Lead Practitioners regarding their achievements in being appointed as LP’s.**

6.5 Q: A governor asked for clarification regarding appendix 2 Student Survey – 56% of my teachers discuss my progress question. She asked what type of feedback is given to students? David Claricoates is exploring the results with students to support improvement of feedback. The Principal confirmed the type of feedback and that Samina O’Malley, New Head of English has been working this year to improve strategies across the school for formative feedback. The Head of School also explained how teams identify a section or piece of work which is reworked to ensure a deeper understanding.

6.6 The Principal gave an explanation of Flight Paths which are personal plan for students to ensure that they develop and make progress. The quality of work and marking of work is improving all the time. This could be seen in the book sampling completed recently. CF: A governor confirmed that consistency in marking a feedback to students is a high priority. The Principal confirmed the developments in Learning Technologies and particularly sharing good practice has improved feedback for students. CF: Two governors from the Finance Committee confirmed that future updates for IT equipment is part of the capital plan.

6.7 Q: A governor asked what interventions had been done for Pupil Premium Students this year? The Principal confirmed that the Senior Leaders have mentored a number of students who have had a bespoke program of interventions from the start of Year 11. Once the results have been received the school will look at what interventions were most successful then implement these for year 9 and 10. The Chair of Learning and Teaching Committee confirmed that this is high on their agenda. Q: A governor asked if there was a reason that the progress of this cohort is lower than previous years? The Principal confirmed that a big proportion of students in this cohort came to us having fallen out of love with education. All staff have work really hard to change this attitude and help them to rediscover their love of learning. Q: A governor asked how this will change of time? The Principal confirmed that it is unusual to transfer into year 10 to start GCSE’s for the rest of the county – this will reduce from September 2017 as our last big intake will be this September as our Year 9 students will be starting their work towards their GCSE’s earlier. The Head of School confirmed that interventions have been more successful this year as building on successes of the previous years. Q: A governor asked wat is normal for students sitting exams? The Principal confirmed that the previous norm for a cohort size of 400-500 students 4-5 students would only take exams in English and Maths. This is now reducing as students understand that GCSE’s are a fundamental requirement. However, with a smaller cohort the effect on the overall results are increased – if a child gets nothing this has a big impact. The Principal gave a detailed explanation of the effects on points scores. Q; A governor asked for clarification regarding the exclusion data. The Principal gave an explanation.

6.8 Hazel Cole arrive for the meeting at approximately 6.30pm.

5. **Written Governors Summary**

5.1 The Chair took over the meeting at this point.

	<p>5.2 The summary from each committee was shared and discussed. It was agreed that a parental update would be produced and publish on the academy website. This document would contain the impact that the governors have had in 2015-16. <b>Action: Maria Everley, Hazel Cole and Rosalind Goldson to present this document at the next governors meeting in September for approval.</b></p>
9.	<p><b>Agreeing 2016-17 Budgets for Bosworth Academy, BA Services and TechX</b></p>
	<p>9.1 The Chair of the Finance Committee confirmed that the budgets for next year have been scrutinised by the committee members. He gave an explanation of balances, carry forward and future stability in relation to student numbers. The Principal confirmed how student numbers affect the budget. Governors have been aware of this implications and have planning in place to elevate the effects. The Business Manager has a capital expenditure document in place and the governors are aware of the shortage in EFA funding and the possible effectives this may have on the MAT.</p> <p>9.2 The Chair of the Finance Committee proposed that the committee should be delegated the authority and responsibility for the 2016-17 budget approval. This was proposed, seconded and unanimously accepted.</p>
7.	<p><b>Multi-Academy Trust Update</b></p>
	<p>7.1 The Principal gave an update regarding the MAT. He confirmed that Jennifer Bexon-Smith had visited the Academy. Their discussion was regarding the MAT and the proposal for submission. It has been confirmed that the document has now been resubmitted with required changes and will go to the Head Teachers board at the same time that Winstanley Community College submit their bid to join the MAT. It is expected that the MAT will be approved by the board (no guarantees) but once approval has been authorised we will become a MAT as of the 1<sup>st</sup> November 2016. The Principal confirmed the changes that were required. CF: The Chair confirmed details of her positive visit with Kingsway Primary School. CF: A governor confirmed that they appreciated all the hard work and communication regarding this transition to a MAT.</p> <p>7.2 All governors present are happy to continue on this journey.</p>
8.	<p><b>Free School Update</b></p>
	<p>8.1 Confidential minute.</p>
10 & 11	<p><b>Received Verbal Reports from Committee Chairs and Questions and School Transport</b></p>
	<p>10&amp;11.1 The Chair asked if there are any matters arising from the committee meetings or questions relating to the information circulated? The Chair of the Finance Committee raised an issue with rising costs of transport. There is a further meeting to discuss the implications on the 12<sup>th</sup> July all governors are welcome to attend. During this meeting the governors will need to consider how to make this sustainable for the future and compare what other schools are offering.</p> <p>10&amp;11.2 Maria Everley left the meeting at 7.45pm.</p> <p>10&amp;11.3 The Chair of the Finance Committee proposed that the Finance Committee should be given the delegated powers to decide a cost effective way forward for student transport. It was proposed, seconded and agreed unanimously by those present at the meeting.</p> <p>10&amp;11.4 The Chair of the Finance Committee further presented the following policies for ratification:</p> <ul style="list-style-type: none"> <li>• Debtors</li> <li>• Finance</li> <li>• Charging</li> <li>• Investments and Reserves</li> </ul> <p>10&amp;11.5 It was agreed that the Charging, Investments and Reserves would be ratified and this was unanimously agreed. The other policies would be further updated and brought back to the next meeting for ratification.</p>

	10&11.6 Q: A governor asked for clarification on the site security and the possible changes. It was confirmed that work would be completed over the summer holidays to update site security. This was delegated to the infrastructure committee and further agreed at the steering committee meeting.
12.	<b>Written Update from Safeguarding Governor</b>
	12. 1 The governors were given the opportunity to asked questions re safeguarding. The safeguarding governor suggested that governors look at the prevent information. <b>Action: Penny Smith to circulate the Prevent link to all governors.</b>
13.	<b>Written Update from Training and Development Governor</b>
	13.1 Due to the absence of the Training and Development Governor it was agreed that an update would be given at the next meeting.
14.	<b>Written Update from SEN Governor</b>
	14. 1 The governors were given the opportunity to asked questions re the SEND provision.
15.	<b>Governing Body Development and Planning</b>
	15.1 The Chair asked that the Clerk circulate a roles and responsibilities chart for governors to make selections for next year. <b>Action: the Clerk to circulate a roles and responsibilities document for all governors as there are a number of roles available next academic year.</b> 15.2 The Clerk confirmed that we have a vacancy for a parent governor as Martin Holt was resigning from his post with immediate effect. All governors present at the meeting accepted his resignation. It was also agreed that this vacancy would remain open at this time and would not be advertised until the establishment of the MAT. 15.3 The Clerk confirmed that three Governors terms of office were expiring soon. It was agreed that the governors would like to continue for a further 4 years and this was ratified by all governors present at the meeting. <b>Action: The Clerk will inform the GDS of these updates.</b>
16.	<b>Clerks Update</b>
	16.1 The Clerks confirmed the following information: <ul style="list-style-type: none"> <li>• All governors must sign the safeguarding information sheet (circulated) this was to confirm that you have read an understood the policy and supporting documents – there will be further updates in September.</li> <li>• Information shared from Clerks Briefing.</li> <li>• DBS update service should be considered for all Governors – this is free for volunteers.</li> <li>• Information for a compassion tool that replaces the performance tables. Web link is <a href="http://www.compare-school-performance.service.gov.uk">www.compare-school-performance.service.gov.uk</a></li> <li>• New Clerk (Nicky Willett) starting in September to take on the Infrastructure, Teaching and Learning Committees.</li> <li>• Calendar dates for next year.</li> </ul>
17.	<b>AOB</b>
	17.1 Information was shared regarding the registration changes for the nominated Nursery person. This will now be Jenny Hobden with David Bennett supporting her. It was confirmed that the priority is that the children are safe and happy. 17.2 Congratulations and recognition go to Chris Parkinson for winning the Head Teacher of the Year award and Samuel Moore for Winning NQT of the Year award. To the Henrichment LSA's Laura Spradbury, Aimee Winterbottom and Mike Winterton for their nominations. 17.3 Confirmation of the examination dates for both A Level and GCSE. 17.4 Thank you to all governors for their support during Hazel Coles first year as Chair.
18.	<b>FAI</b>

	<ul style="list-style-type: none"><li>• Delegation of responsibility</li><li>• Voting rights of Head of School</li></ul>
	<b>Next Meeting</b> <ul style="list-style-type: none"><li>• Thursday, 15<sup>th</sup> September 2016</li></ul>

**OPEN ACTIONS**

#	Action Item	Owner	Due Date	Status	Notes / Update
	<b>Minutes of the 18<sup>th</sup> September 2013</b>				

**MINUTES AGREED & SIGNED**

<b>Chair:</b>	Hazel Cole	<b>Date:</b>	
---------------	------------	--------------	--