

St Augustine's School
Governing Body Meeting.
Thursday 18th September 2014 at 6.00 pm

Item	Minute	Action
Present:	<p>Foundation Governors; Dr D. Swiers (Chairman), Fr. W. Massie, Mr M. O'Keeffe, Mr I. Slodczyk Head Teacher ; Mr M. Taylor Teacher Governor; Mr G. Welch, Parent Governor; Mrs J. Brierley By Invitation; Mr D. Vickers (Acting Associate Deputy Head Teacher) Clerk: Mrs S. Brown Apologies for Absence; Foundation Governors; Mrs M. Harriott (Vice Chair), Mrs E. Siddall, Ms C. Kirby; LA Governor Mrs L. Jeffreys ; Parent Governor Ms A. Wiles. Lead Advisor LA; Ms A. Bramley</p>	
FGB 62/14	<u>Opening Prayer</u> by Fr. Massie	
FGB 63/14	<p><u>Reconstitution of the Governing Body</u> Governors agreed that the Chair and Vice Chair would remain in office during the reconstitution. It is hoped that the new instrument of government for the school will be in place by January 2015. Mr Kevin Duffy Director of schools for the Diocese will hold a meeting shortly in Scarborough to discuss the reconstitution. The SIG will continue the process of reconstitution at their next meeting 8th October. All governors welcome to attend.</p>	
FGB 64/14	<p><u>Governing Body Membership</u> The Chair welcomed Mrs Brierley for a second term of office as Parent Governor. Governors accepted the resignation of staff governor Mrs Crouch due the reconstitution and the requirement to have only one staff or teacher governor. Governors gave thanks for her contribution and long service of office.</p>	
FGB 65/14	<p><u>Apologies for absence</u> Governors agreed consent to the apologies for absence.</p>	
FGB 66/14	<p><u>Declaration of interest</u> To invite members to declare any interest in matters which are the subject of, or are connected with, any item of business on the agenda. No declarations were made</p>	
FGB 67/14	<p><u>Confidential agenda items</u> To consider if an agenda item needs to be treated as confidential and excluded from the published minutes. One item was deemed confidential</p>	
FGB 68/14	<p><u>Minutes of the last meeting.</u> (Previously distributed) The minutes of the meeting held on Thursday 3rd July 2014 were agreed as a correct record and signed by the Chair.</p>	
FGB 69/14	<p><u>Matters arising from the minutes not otherwise covered on this agenda.</u> FGB. No matters arising not covered by agenda items.</p>	
FGB 70/14	<p><u>Annual reviews</u> Governors approved the Code of Practice and the Standing Orders.</p>	
FGB 71/14	<p><u>SIG: Deputy Head Teacher appointment process</u> Governors met before the meeting to start the process of the Deputy Head appointment using a Local Authority card system to determine the key qualities required for the appointment in St Augustine's School. Key qualities agreed were; Building Effective Teams, Reflective, Clarity of Vision, Analysing and information seeking, Influencing, Strategic thinking Governors are to meet 19th September @ 1.30pm to agree how to access evidence of these qualities in the candidates during the interview process. <u>SIG and S&R committee notes</u></p>	

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	<p>Previously circulated. The Chair highlighted key points and invited questions and comments.</p> <p>SIG; no questions</p> <p>S&R; Mr O’Keeffe discussed the Health & Safety report for the Science department in further detail. The report shows that the department follows best practise.</p> <p>Governors welcomed this independent report.</p> <p>Defibrillator; Mr O’Keeffe will advise on most appropriate defibrillator for the school and available training for school staff.</p> <p>School Budget Mr O’Keeffe informed governors that despite concerns early last academic year the school revenues were extremely healthy.</p> <p>Governors questioned how the balances look much healthier when there was a projected deficit last year.</p> <p>Mr O’Keeffe explained this was due to savings from changes to the Deputy Head teacher, Pupil Premium summer school income, staff absence costs and increased pupil numbers.</p> <p>Governors welcomed this</p>	
FGB 72/14	<p>Head Teacher report The Head Teacher gave a verbal report;</p> <p>Catholic Ethos; Section 48 Antony Finnerty will be visiting school on 1st October to carry out a health check on the RE department. Part of the day will involve a meeting with the Head of faculty to discuss his role and the current situation regarding departmental curriculum and performance. For the remainder of his time he will carry out learning walks to gain a ‘feel’ for the standard of teaching and learning within the department. He will also look at a programme of activities for the Catholic life of the school. This visit precedes a more formal one that Antony has been asked to carry out with all schools in the diocese before the end of the summer term.</p> <p>The Chair asked for an update on the RE modules</p> <p>Staffing; The new staff have settled well into school with the exception of the Science teacher who did not take up the post due to personal reasons and the post has been taken by a good scientist until arrangements can be made to re-advertise the position.</p> <p>Science position to be on S&R agenda</p> <p>Exclusions/Racist Incidents The school reported no racist incidents in the last academic year.</p> <p>The number of days lost to exclusion totalled 89 during the academic year 2013/2014.</p> <p>New Build Work on the new-build starts on 27th October. Site arrangements have been made and the tender process is now coming to a close. There will be a meeting on 10th October to confirm the contractor and the price.</p> <p>HMI Feedback Recent discussions regarding our 2014 GCSE results with Mr R. Pritchard – our link HMI – are reassuring. His regional experience with schools shows a confusing picture for OfSTED. He had initially wanted to trigger an early inspection but feels it is best to wait another year where school can address the gap between Ever 6 and non-ever 6 progress. Mr Pritchard informed the Head that a number of schools falling below the floor standards has almost tripled and OfSTED need to deal with these schools first.</p> <p>Governors agreed there would be little to gain in having an early inspection. St Augustine’s produced the best GCSE results for maintained schools in the area showing Teaching & Learning was improving greatly and governors were now turning down in year admission requests because the school is full.</p>	<p>Agenda</p> <p>S&R Agenda</p>

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	<p><u>Safeguarding</u> Mr Taylor distributed a document regarding keeping children safe in Education and the responsibilities of governing bodies. Evidence of knowledge of these responsibilities is required of all governors It was agreed that governors would email the clerk giving confirmation that they have read and understood the document.</p> <p><u>Strategic Plan</u> The Strategic Plan has been circulated to local schools and Mr. Pete Dwyer Corporate Director of LA and Jim Dylan acknowledged receipt. This to be an agenda item at the next meeting</p> <p><u>Open Evening</u> Governors were invited to the open evening on Tuesday 23rd September @ 7pm where prospective pupils and their families can see how the school runs.</p> <p><u>Restructure of Support Staff working hours</u> The Head reported that he would be looking at support staff roles and how to use the staff more effectively and efficiently using HR Rationale.</p> <p><u>Mission Statement</u> A group of Pupils and the Chaplain have been updating the Mission statement. The Head Teacher emailed the statement out to staff, it will also be sent to parents and governors for their views.</p>	<p>Governors to Email clerk</p> <p>Agenda</p>
FGB 73/14	<p><u>Pupil Performance Data</u> previously distributed; The Acting Deputy Head Teacher shared an analysis of the 2014 raise online data. He introduced the autumn summary report, hi-lighted key information, and invited questions and comments; The percentage number of pupils who are from Minority Ethnic Groups or whose first language is not English is less than the National Average, however the % of pupils who are from a minority ethnic group is increasing and is above the National Average. The MEA Hub for the area is based in school and the team work within the school supporting EAL pupils and other areas in North Yorkshire. The % of children with a Special Educational Need (SEND) is higher than the National Average. The school deprivation indicator (Free school meals) is in line with the National Average, Attendance in school is good being 96.7% with the Ever 6 (pupil premium) students' attendance now slightly better than the National Average. The exclusion of children is below the National Average with one permanent exclusion since 2010. The key benchmark of 5A*-C including English and Maths was 63%. This is a positive 11% improvement on last year's results. Governors welcomed the increase, The head explained that although the predicted figure of 70% was not achieved this was due to the new marking system for English that affected all schools but St Augustine's School was the only school in the area to produce better results than the previous year. English; despite the volatility of exams and marking, English results went up significantly from 61% to 68% achieving A*- C, whilst many schools experienced a significant dip. 3 levels of progress for English stands at 67%. English Literature produced an outstanding pass rate of 82% Maths produced excellent results with 79% achieving A*- C an increase on 2013 of 10%. Also 80 % of pupils made 3 levels of progress and 56% of pupil's made 4 levels of progress. The Maths department has been very turbulent but has grown in strength and confidence regarding the development of staff, pupil progress and delivering the curriculum. The Head of Faculty is a key central leader. Science continues to be outstanding with Biology, Chemistry and Physics</p>	

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	<p>achieving 97%, 100% and 97% A*-C respectively, with Additional Science and Core Science pupils achieving 89% and 94% A*-C respectively. The whole science department are focused, work together and do not let any student slip through the net.</p> <p>Pupils leaving St Augustine's have an excellent reputation with Further Education Colleges for being the best prepared students to go on to study all Sciences at A level. Good practice is to be shared across all subjects.</p> <p>Art, Languages and ICT all showed very positive increases.</p> <p>RE dipped to 67 % down from 74% last year. This is possibly due the change to linear assessments from modular.</p> <p>PE and Drama achieved disappointing results. Although this was attributed to a small selection of troublesome pupils it was not an excuse. Drama are looking at what strategies to undertake with future troublesome pupils.</p> <p>PE are to look at the written paper and see where improvements can be made.</p> <p>Governors congratulated staff on their efforts</p> <p><u>Pupil Premium; Free School Meals, Service Children and Looked after children.</u> (Children who are currently or have been in this category during the last 6 years)The biggest concern in school is the significant gap in progress of the Ever6 children against the Non ever 6. All departments are to address this with regular tracking, championing needs and monitoring progress closely. We await National figures in November to benchmark these figures.</p> <p>Governors welcomed this positive response</p> <p><u>Best 8 subjects.</u> Progress 8 will be introduced for all schools in2016. The Deputy Head assured governors this would be a much fairer system with BTechs worth 1 GCSE and not 5. All subjects will count with English and Maths achieving double points.</p> <p>Governors thanked the Deputy Head for a comprehensive and easy to understand report. They look forward to comparing the school when the National Raise On Line is produced in November.</p>	
FGB 74/14	<p><u>Governor visits to school.</u> Governors agreed to link Governors to named Subjects, Ms Wiles to continue as SEND governor and Dr Swiers Child Protection Governor.</p> <p>All Governors were encouraged to visit school as often as possible.</p>	
FGB 75/14	<p><u>Governor Training</u> Mr O'Keeffe to attend finance training by Veritau on 2nd October</p>	
FGB 76/14	<p><u>Urgent Items agreed by the Chair.</u></p> <p>None</p>	
FGB 77/14	<p><u>Future meetings</u></p> <p>Full Governing Body 6pm: 8th January 2015, refreshments from 5.30pm</p> <p>Strategic Improvement Group 4pm: 8th October, 12th November, 10th December, 21st January, 25th 2015 February, 25th March, 6th May, 10th June. 8th July</p> <p>Staffing & Resources Committee 5pm: 25th November 5pm</p> <p>The meeting closed at 7.20pm</p>	

