

	<p>Summer Meeting of the School Improvement Group of St Augustine's school</p> <p>Wednesday 18<sup>th</sup> July 2018 at 4pm</p> <p>Minutes</p>	Further actions
Minute	<p><b>Present; Foundation Governors;</b> Mrs M. Baines (Chair), Mrs M. Harriott, Mrs K. Boyes, <b>Head Teacher</b> Mr M. Taylor <b>Parent Governors;</b> Mrs L. Blake , Mrs. K. O'Brien <b>LA Governor;</b> Mr M. Jaconelli.</p> <p><b>Clerk:</b> Mrs S. Brown</p> <p><b>Apologies for Absence Teacher Governor</b> Miss A. Robinson <b>Foundation Governor;</b> Mrs E. Siddall, Fr. Pat Keogh, Canon E Gubbins; Mr P. Griffin <b>Deputy Head Teacher;</b></p> <p><u>3 Core functions</u></p> <ol style="list-style-type: none"> <li>1. Ensuring clarity of vision, ethos and strategic direction</li> <li>2. Holding the Head Teacher to account for the educational performance of the school and its pupils, and the performance and management of staff</li> <li>3. Overseeing the financial performance of the school and making sure it is money well spent.</li> </ol>	
SIG 79/18	<p>Mrs Baines took the Chair in Mrs Siddall's absence.</p> <p><u>Opening Prayer</u> –Governors said the Hail Mary</p>	
SIG 80/18	<u>Apologies for absence</u> , Governors accepted the apologies for absence	
SIG 81/18	<u>Declaration of Interest.</u> -No declarations were made	
SIG 82/18	<u>Confidential Agenda Items-</u> None taken.	
SIG 83/18	<u>Minutes of the last meeting</u> Governors agreed the minutes for accuracy and content and were signed by the Chair	
SIG 84/18	<p><u>Matters arising</u></p> <p>64/18 Table Top Sale Mrs O'Brien reported a successful sale raising £465. The proceeds from Sports day raised £153. After replenishing stock £500 will be available for any subject department who makes a proposal for resources.</p> <p>Governors praised the efforts of the PTA.</p> <p><u>Geography trip.</u></p> <p>Mrs O'Brien reported an article in the Scarborough Evening news praising the behaviour of the pupils on the trip.</p>	
SIG 85/18	<p><u>Governing Body Membership</u></p> <p>There is a vacancy for a Foundation Governor</p> <p>Fr Keogh agreed to approach a prospective Foundation Governor.</p>	Fr Keogh
SIG 86/18	<p><u>Catholic Multi Academy Trust (CMAT) - St Margaret Clitherow Catholic Academy Trust-Central</u></p> <p>The Head reported that regional head Teachers and governors met on 4<sup>th</sup> July and agreed a timeline for consultation from 10-28 September 2018.</p> <p>Letters and paperwork will be sent to colleagues, staff, and parents and</p>	

	<p>there is a presentation regarding the academy conversion planned for 20<sup>th</sup> September. This clashes with the School open evening so a new date will be arranged.</p> <p>The Head Teacher was concerned about the security of the school's personal finances. Governors were also concerned and felt strongly that the money raised by the school should remain in the school.</p> <p>The Head discussed the need for 3 temporary classrooms with the increased number of EHCP children needing extra space. He approached the LA estates manager Andy Dixon and was told funding could not be accessed because we are a VA school and should apply for funding through LCVAP. Money will be sought from the LCVAP fund and the school has written a statement of need for Scarborough Borough Council's Planning Department and the Diocese. If the application for LCVAP is successful it will pay 90% of costs with governors paying the 10% remainder. If unsuccessful the school would look to utilising its own finances to fund the project, with the possibility of a loan from the diocese to meet the difference. The Head Teacher suggested using funds of around £70,000 from the school capital accounts to fund the temporary classroom and ask the Diocese if the school could loan the remaining £30,000 extra required and pay back in instalments. Governors agreed to pursue this approach.</p>	
SIG 87/18	<p><u>Catholic Ethos</u></p> <p>There will be 2 masses in school on 20<sup>th</sup> July at 9.30 and 10.30 and all governors are invited to attend.</p> <p>Mrs Baines had a tour of the school with the Chaplain and said the prayer chains displayed around the school were beautiful and were keeping the ethos alive.</p> <p>Mrs Griffin Head of RE has yet to begin training for Section 48 Inspector.</p>	
SIG 88/18	<p><u>Head Teacher's Report</u></p> <p><u>Appeals</u></p> <p>2 appeals were successful today for year 8 and Year 9 September start.</p> <p><u>Behaviour and Safety.</u> There have been 24 accidents in school to date, all were minor, none reportable</p> <p><u>Attendance data</u></p> <p>Attendance improved by 0.2% compared to year 2016/17, going from 95% to 95.2%.</p> <p><u>Exclusions</u></p> <p>Exclusions stand at 38.5 days this academic year against 53.5 days issued in the previous year.</p> <p>Exclusions in other schools in the area are much greater.</p> <p><u>Racial Incidents</u> None reported</p> <p><u>Predicted/ expected grades</u></p>	

	The Head said the current cohort was weaker than previous years and a small year group but predicted +0.21 progress 8. He discussed progress 8 predicted for boys, girls and disadvantaged pupils.	
SIG 89/18	<u>Safeguarding – Annual Statement on Safeguarding</u> The statement was tabled and governors agreed to allow time to read the document and discuss it at the first meeting of the new term- 19 <sup>th</sup> September 2018.	Agenda FGB 19/09/18
SIG 90/18	<u>Report from the school Chaplaincy Coordinator</u> Governors discussed the detailed report with lots going on in the school, and also welcomed agendas and minutes being available for all to read. <u>Retreats</u> As there is no Youth Team Mrs Rutter and Mrs Griffin are planning retreats and an 'in house' team from Chaplaincy and RE will facilitate and run future days Governors discussed residential retreats other than Lourdes and Mrs Rutter and Mrs Griffin will explore possible venues. Governors accepted the report.	
SIG 91/18	<u>Report from the Learning Manager and SENDCo</u> Governors discussed concerns about funding for the 13 pupils with ECHP's which does not cover the costs of Teaching Assistants. Governors accepted the report	
5.15pm	Mrs Blake joined the meeting	
SIG 92/18	Annual Statement of key issues addressed by governors- this is part of the school development. Clerk to remove the statement from the website	Remove statement
SIG 93/18	<u>Link Governor for Careers</u> Mr Jaconelli agreed to be the link governor for Careers. Mr Griffin will be the Senior Leader for careers Mrs Meade will be Careers leader and advisor-The Head to discuss an increase in hours if required to fulfil the role.	
SIG 94/18	<u>Governor visits to the school</u> No visits this month and mentoring has ceased until the new term.	
SIG 95/18	<u>Governor training</u> No training events to attend.	
SIG 96/18	<u>Governor Self Evaluation</u> This is part of the school development plan and will include targeting lower ability pupils and also Finances and keeping control of school funds.	
SIG 97/18	<u>Finance</u> Governors accepted the budget report.	
SIG 98/18	<u>Future meetings and committee restructure</u> Governors agreed the committee restructure, membership and calendar of meetings; <u>School Effective Committee</u>	

Mrs Baines (Chair)

Mrs Harriott

Mrs Blake

Mrs O'Brien

Mrs Boyes

Mr Taylor

Mrs Siddall

Resources Committee

Mrs Siddall (Chair)

Mrs Baines

Mr Jaconelli

Mr Taylor

Miss Robinson

Terms of reference will be agreed at the first meeting of each committee,

Clerk to source terms of reference.

Full Governing Body (FGB)			
Resources Committee (RC)		School Effectiveness Committee (SEC)	
Personnel Matters		Catholic Life of the School	
Financial Matters		Curriculum Provision	
Premises & Building Matters		Teaching & Learning	
Academy Trust Matters		Academy Trust Matters	
		Achievement & Standards	
		Inclusion, Behaviour & Attendance	
		Wellbeing, Health & Safety	
Agreed dates for 2018/2019:			
19.09.18		5.30pm	FGB
17.10.18		4.00pm	SEC
21.11.18		4.00pm	RC
03.12.18		5.30pm	FGB
30.01.19		4.00pm	SEC
13.02.19		4.00pm	RC
20.03.19		5.30pm	FGB
15.05.19		4.00pm	SEC
19.06.19		4.00pm	RC
03.07.19		5.30pm	FGB

FGB 99/18	<p><u>Policy review</u>  <u>Education and Training Providers Policy Statement (careers)</u>  Governors agreed to adopt the policy statement.</p> <p><u>Risk Register</u>  Governors read and approved the school risk register.  Governors asked if all the snags in B block had been corrected by the builder and the Head Teacher assured governors they had.</p>	
FGB 100/18	<p>The clerk gave governors a calendar of events and training sent from the Diocese for the academic year 2018/19. She also emailed a copy along with the Continuing Development Programme for schools 2018-2019</p>	
	<p>The meeting closed at 5.25pm  Next meeting FGB Wednesday 19<sup>th</sup> September 2018 at 5.30pm  refreshments from 5pm</p>	