

The Axe Valley Community College

MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD Thursday 1 December 2016 6.00pm in the Conference Suite, Sixth Form Centre

Initials	Eligible to attend	Attending	Declaration of Pecuniary Interest	Type of Governor	Office terminates
HB	Heather Burnett (Chair)	N		Parent	06.02.2016
DM	David Mortimer (Vice-chair)	Y		Co-opted	19.10.2020
JH	Juliet Henham	Y		Parent	30.11.2020
JW	Jeremy Walden	Y		Co-opted	20.05.2019
JL	Julie Lockwood	N		Co-opted	12.05.2020
JP	Julie Paddick	N		Parent	17.12.2018
LH	Liz Heron	Y		Co-opted	22.03.2020
LW	Louise Wain	Y		Co-opted	08.02.2020
MM	Mandy McDonagh	Y		Co-opted	19.10.2020
MB	Martin Brook	N		Executive Headteacher	
MH	Martin Huscroft	Arrived 6:14		Parent	17.12.2018
MC	Mary Cleare	N		Staff	27.03.2019
PE	Paul Evans	Y		Co-opted	25.05.2020
SL	Sean Little	Y		Co-opted	23.03.2020
SG	Steve Green	Y		Headteacher	
BD	Bec Davey	Y		Clerk	

	Item	Action/Decision
2016-12-01-1	<p>DM welcomed new parent governor Juliet Henham.</p> <p>Apologies: Received and sanctioned from HB, MC & JP. No apology received from JL.</p> <p>Declaration of Interest: To receive declarations of pecuniary interest.</p>	<p>Approved for HB, MC & JP.</p> <p style="text-align: center;">None</p>
2016-12-01-2	<p>Minutes of the Previous Meeting To agree the following minutes as a true record:</p> <p>i) FGB meeting (20.10.16). MC had contacted DM & SG requesting some sections be transferred to part II. DM & SG agreed. Clerk to amend minutes and bring revised version to next FGB.</p>	Clerk to amend
2016-12-01-3	<p>Actions from Previous Minutes - only those that have not been done will be discussed.</p> <p>2016-10-20-8 iii) – Set for 05.12.2016</p> <p>All other actions completed</p> <p>Matters Arising not covered elsewhere in the agenda. None</p>	
2016-12-01-4	<p>Matters arising from Committees</p> <p>Finance & Resources (22.11.16 (draft)) DM – Still overspend on budget but monitoring carefully. All staff changes have been within budget allocated. JW is concerned over proposed changes to funding. (DCC need to find more funding for High Needs and are proposing to do this by reducing the funding for every pupil by £55.00. Another option, for it to come from the growth fund was rejected. Consultation took place and all heads within Devon said no, but DCC have ignored this. All heads to write to MP's. JW proposed that SG write to DCC</p>	<p>SG to write to DCC Councillors regarding High Needs funding</p> <p>JW to provide Cllrs contact details to SG</p>

Signed Heather Burnett, Chair Date:

	Councillors with the governors' full support. MH seconded. All in favour.	
2016-12-01-5	<p>Clerk's Business</p> <p>i) Register of Business Interests – for signature. All governors signed.</p> <p>ii) Correspondence and notices. None</p>	Completed
2016-12-01-6	<p>Chair's Business</p> <p>i) New Governor appointments/nominations/vacancies. DM – Still one parent governor vacancy and 1 co-opted vacancy.</p>	
2016-12-01-7	<p><i>Standing Item:</i> Partnership and Academy Conversion Update Part I (See also Part II)</p> <p>i) New name for the school: PE proposed the name be Axe Valley Academy. JW seconded. All in favour. (SL advised that some teachers were already telling students this!).</p> <p>ii) Extension to Service Level Agreement and Memorandum of Understanding with Holyrood Academy. In a report HB had proposed, (With Ann Adams from Holyrood Academy) that the SLA be extended to end of 16/17 academic year or conversion, whichever is sooner. During the meeting DM proposed this be accepted. JW seconded. All in favour.</p>	<p>Name of Academy to be Axe Valley Academy</p> <p>SLA to be extended</p>
2016-12-01-8	<p><i>Standing Item: Head-teacher's Report</i> - for information and discussion</p> <p>i) Report. SG has developed a new report system showing progress through RAG rating, CIP (College Improvement Plan) & SEF (Self Evaluation Form) (see report). Quality of Babcock review was first class. Positive outcome. Clear that everything that could be done is. Teachers feel supported yet challenged. Incyte visit also a positive experience with resultant report giving clear aims and targets. Negative SEF balanced out by positive above reports.</p> <p><u>Governor challenge and comment:</u></p> <p>JW – Really impressed with open evenings.</p> <p>DM – 6th form future numbers following taster evenings? SG – taken 2 FROG surveys and hoping for around 60, but many were still undecided.</p> <p>PE – Reality is that are facing financial hard times.</p> <p>MH – Always thought 6th form would be shared once MAT. What is a viable number if shared? SG – Hard to say, but need minimum 8-10 students per subject.</p> <p>PE – Shared 6th form is in best interest of pupils.</p> <p>DM – Need to get numbers in to the bottom of the school to increase numbers in 6th form. SG – Yes. Hoping to increase PAN to 150.</p> <p>DM – Need to get Progress 8 up. Get good results.</p> <p>MH – 6th form open evening was the busiest ever been to.</p> <p>DM – Effectiveness review post 16. SG – Have done a shared one and also one for just here. Have presented results to whole team of staff. DMc did one about 6th form.</p> <p>MM – Was good for the staff to be told about circumstances/situation.</p> <p>ii) SEF (see report)</p> <p><u>Governor challenge and comment:</u></p> <p>DM – Quality First Teaching – How confident is SG in percentage of lessons that are good or better? SG – Completely new database. Not just official results, but also from walkabouts. Confident that now being reported correctly.</p> <p>DM – What is happening with teaching that is not yet good? SG – Looked at all staff and their needs. Job to have CPD for all individuals. Deliberate plans for all. Different levels of support available if needed. Many just need 'tweaking'. Intense observations. DM – Must be a confidence boost if seen as doing well.</p>	

SignedHeather Burnett, Chair

Date:

	<p>PE – Also must be aware that some people simply do not gel, does not mean they are any less capable – simply personality differences.</p> <p>SG – If classes look good but work books do not follow this through – this is still a problem.</p> <p>SG – Have all staff meetings purely about Teaching and Learning. Staff meeting started off with examples of good practice. Also having workshops in January (joint between Axe Valley and Holyrood).</p> <p>MM – Pleased it includes support staff too.</p> <p>iii) College Improvement Plan (see report)</p> <p><u>Governor challenge and comment:</u></p> <p>JH – No progress column? Getting to end of first term and some are still red on RAG rating? SG – Yes, CIP really is a ‘work in progress’.</p> <p>JH – Are they set in stone? SG – Could set mid targets, but would rather keep as red as need to see where improvement is required. Need to be transparent. All should start as red at beginning of year. Won’t know some answers until after results at the end of the year.</p> <p>DM – Progress 8 becoming preeminent. Key area to look at. What does 0.08 (target figure) mean? SG. Believe it is the best method of measuring so far as takes results from 8 subjects into consideration. There are big drawbacks though as works on averages so 50% will always be below 0. If you are doing better, it means someone else is doing worse. Holyrood was 0.65, Axe Valley was -0.35 (1 grade difference).</p> <p>SL – Could these figures be unduly affected by a small group? SG – Yes. 6 non-attenders affected results by 0.15.</p> <p>SL – Is 6 unusual? SG – Yes. Also if did ECDL would improve by 0.2, if use those changes would be 0.</p> <p>PE/DM – All schools can find reasons.....</p> <p>PE – Judge school from starting point. SG – If students start school with no KS2 data, no matter how much improve, it will mean nothing.</p> <p>MH – Progress 8 is for GCSE – What about 6th form? SG – Nothing nationally recognised.</p>	
2016-12-01-9	<p>Standing Item: Governor Development:</p> <p>i) Skills Audit results: Finance is a weak area. Training is available (Babcock run ‘Finance for Academies’).</p> <p>ii) Governor and Clerk Training: Clerk to advise governors of suitable training. Clerk to undertake NCTL training.</p> <p>iii) Governor Roles – for discussion: To be discussed at Curriculum Agenda meeting on Monday. Discuss how departmental links will get to discover results. Has to be fitted around classes. Governor role – SIP (Subject Improvement Plan) – What progress is being made? If any subjects are having events or workshops could invite governors. Deferred</p> <p>iv) Committee Membership – for discussion. All governors happy with committee membership</p> <p>v) Associate Members: Continue as are for now. Possibly revisit after conversion. JW suggested that Laura Jenkins (Deputy Head) be invited to attend FGB’s, want her to realise governors wish to help her develop her skills. PE felt that it may be worthwhile as LJ is undertaking NPQH (National Professional Qualification for Headship) but would to have to work with her work/life balance.</p>	<p>Clerk to let governors know about suitable training courses</p> <p>Defer Governor Roles discussion</p> <p>SG to invite LJ to future FGB’s</p>
2016-12-01-10	<p>Policies: To ratify policies previously agreed by Committees:</p> <p>Supporting Pupils in School with Medical conditions (CLT Jan 2015)</p> <p>Grievance (F&R Dec 2015)</p> <p><i>There have been no changes to these policies since they were approved by the</i></p>	<p>Ratified</p>

	<i>committees, however the ruling has changed and they now need ratifying by the FGB.</i> DM proposed the policies be ratified. JW seconded. All in favour.	
2016-12-01-11	Items for the next agenda: Main items will be regarding conversion and the layout of the new GB. Will need an EGB meeting to discuss 'Maintained School Transferring to SAT to MAT: Meeting following approval of application'. To be held on 9th February 2017.	
Dates of future meetings: Curriculum Committee: 22nd February 2017 3:45pm F and R Committee: 21st February 2017 4.30pm FGB: 9th March 2017 6:00pm		

Meeting ends 7:53pm

SUMMARY OF ACTION POINTS

Minute	Action	Ownership
2016-12-01-2	Amend Minutes	Clerk
2016-12-01-4	Provide SG with DCC Councillor contact details	JW
2016-12-01-4	Write to DCC Councillors regarding High Needs funding	SG
2016-12-01-7	Advise HB of Academy name and SLA extension	Clerk
2016-12-01-9	Let governors know about suitable training courses	Clerk
2016-12-01-9	Defer Governor Roles discussion	Clerk
2016-12-01-9	Invite LJ to future FGB's	SG

SignedHeather Burnett, Chair

Date: