





	<p><b>meeting.</b></p> <p>vi) <b>Pupil Numbers</b> were 839 as at February 2013.</p> <p>viii) <b>Staffing:</b> Phillipa Clewer started as new Teacher of English, taking over from Laura White. Phillipa joins us from a large comprehensive in Reading where she was Head of English. Kim Cross started as new part time Teacher of Drama, taking over from Peter Ludbrook. Kim also teaches at Sidmouth College and will take a key role in college production of Grease late this year</p> <p>ix) <b>Artificial Grass Pitch:</b> A Community Information Meeting was held on Thursday 24<sup>th</sup> January. 17 local residents attended. Other members included: Mike Hooper (LED), Lee Rider (Devon FA), Cllr Andrew Moulding, Cllr Brian Watson, Marcus Kingwell (Project Consultant) and Bob Scrivner (Engineer). School was represented by Martin Smith and Jacky Lomax (Business Manager). Concerns were raised regarding parking, behaviour and code of conduct for users and levels of floodlighting. While every effort will be made to accommodate residents' views, it was also explained that the business plan for the project had to provide a sustainable future for the AGP and secondly that The Football Foundation (which we hope will provide funding) has strict criteria for how the AGP is designed and supports football development in the area. Overall the meeting was purposeful and constructive.</p> <p>x) <b>School Closures:</b> due to adverse weather conditions. The Year 9 parents' evening that was postponed on 23<sup>rd</sup> Jan will be rescheduled to Tuesday 5<sup>th</sup> March.</p> <p>xi) CW commented that there is only a requirement for Headteacher Report once a term. The second half of term would be entitled Headteacher Business (verbal report). This will be a flexible arrangement. <b>This was discussed and agreed to set up a task and finish group consisting of HR/RC/MS/GW.</b></p>	
8	<p><b>Budgetary issues update on submission to FIPS</b></p> <p>i) Governors were advised on the College approach to managing finance. This stemmed from a meeting on 10 December 2012 with Finance and HR Officers. Significant financial pressures are anticipated for the next financial year. MS wrote to FIPS with a long-term strategic proposal.</p> <p>ii) The model proposed would lead the College to a positive financial position in 2 years time. The trajectory plotted would achieve £98k in surplus. This does not cover Year 3. The College has demonstrated that it has taken reasonable steps to maintain a balanced budget.</p> <p>iii) The outcome from FIPS is uncertain as TAVCC is not high priority due to some schools being in a redundancy position.</p> <p>iv) Staff will be informed on a case by case basis.</p> <p>v) The detailed FIP submission has been scrutinised by the F&amp;P Committee.</p>	
9	<p><b>Adjustment to staffing structures</b></p> <p>i) MS tabled an updated version of the proposal for formal consultation (Draft 2) which has more detail included.</p> <p>ii) If approved, the formal consultation will be held 9 February to 22 March 2013.</p> <p>iii) Consideration of the outcomes of the formal consultation and decision on adjustments to staffing structures by the FGB will be arranged during w/c 25 March 2013.</p> <p>iv) Current staffing levels are not sustainable. The College aims to manage the forecast deficit for 2013-2014 through action short of redundancy (e.g. ending temporary contracts and expenditure reduced). The College will only be able to manage the forecast deficit for 2014-2015 through further action next year which may include redundancy.</p> <p>v) Options discussed included restructuring of the Behaviour Support Team, the Support Centre staff, TAs and Learning Support Teams.</p> <p><b>Governor Challenge:</b> what numbers of children are involved? Not</p>	

	<p>necessarily behavioural as assists Year Heads who may have vulnerable pupils which is why consistency is crucial. Pupils excluded in the future will have alternative provision funded by the College.</p> <p>vi) The curriculum remodelling process will also reduce teaching commitments.  <b>Governor Challenge:</b> when would teacher surplus be reduced? Temporary contracts will be terminated on 31 August 2013. Not until Year 9 Options are defined can resources be agreed and additionally some staff will leave or retire. For support staff the timeframe would commence after Easter 2013.  <b>Governor Challenge:</b> proposal does not reflect best value for money and would improve by having an action plan or annotated notes to explain why these decisions have to be taken. <b>A change to headings under Staffing Structure Options as Benefits and Risks instead of Rationale/Advantages and Disadvantages was agreed. D3 Options to be changed to Proposals. An additional comment regarding curriculum modelling to be included.</b></p> <p>vii) Proposal will be made to staff on <b>Monday 11<sup>th</sup> February 2013.</b>  <b>Governor Challenge:</b> can Governors help with demographic issues regarding falling roles or help promote the College to attract more students through better media coverage and newsletters to parents.  The proposal to adopt this paper was made by GW and seconded by SE and was <b>approved</b> unanimously.</p> <p>viii) Whilst appreciating the external pressures that are currently being placed on the education system in general and TAVCC in particular – reduced funding, falling pupil numbers, major curriculum changes – the governors of TAVCC are fully aware that two of their accountabilities are:  a) To provide an appropriate curriculum for all students  b) To ensure financial balance  We expect the Headteacher and his leadership team to implement all the necessary adjustments and alterations that are appropriate in order to fulfil these.  We have every confidence that the measures being proposed here, and discussed at length in Agenda Items 8&amp;9, are appropriate. Nevertheless governors request that, in order to assist in fulfilling their strategic role, they are regularly kept informed by the headteacher of the progress of these measures.  <b>This would be best achieved by having a standing item of the agendas of the FGB and any appropriate Committee entitled “Progress of the financial/staffing/curriculum/restructuring actions”.</b></p>	GW/MS
10	<p><b>School Improvement Focus</b>  <b>Report on College Performance Committee 30 January 2013</b></p> <p>i) Notes taken at the meeting will be finalised and circulated.  ii) Raisoneline was discussed as it is the main document that drives the Ofsted process. Headlines regarding attainment are satisfactory but College has been adversely affected by English Grading in Summer 2012. Measures have taken place in the English Department to address issues. Other schools may not have used the same Exam Board so cannot be compared.  iii) The overall VA measure has been lower than average. Students in other schools are gaining points by studying non GCSE courses i.e. vocational courses. An analysis will be carried out to compare the two curriculum programmes and the impact on VA.  iv) The APS is low which may trigger an inspection.  v) There are several stresses within Raisoneline and therefore TAVCC needs to position itself carefully. Achievement as Grade 3 would mean “requires improvement” which affects the overall judgement as requires improvement.  vi) MS commented that the College should position itself in the self-assessment document by demonstrating the situation is short term and that strategies are being employed to make improvements.</p>	

	<p>vii) The options for declaring 'Requires Improvement' or 'Good' in the Self-Assessment response document was discussed at length.</p> <p>viii) <b>GW/MS to distribute meeting notes to FGB.</b></p> <p><b>Feedback from SIP Visit</b></p> <p>i) MS met with Jo Pike, SIP and meeting notes will be circulated to the Curriculum Committee. Very positive comments were made.</p> <p>ii) Maths outstanding</p> <p>iii) Attendance and SEN are strong</p> <p>iv) Subjects have improved significantly following intervention</p> <p>v) Upward trend on attainment</p> <p>vi) 96% retention rate for Year 12 to Year 13</p> <p>vii) Improvement is taking place but it is the pace of improvement which Ofsted may be critical of.</p>	
11	<p><b>Academy Status – report from Task and Finish group</b></p> <p>i) Paper presented was <b>noted</b>.</p> <p>ii) Having reflected on the evidence, the T&amp;F group consider that there are still not yet sufficient clear benefits to TAVCC converting to an Academy. Conversion will not contribute significantly to our core purpose of improving outcomes for all our pupils – indeed it may detract from it in the short term. We consider that governors should continue to investigate other mechanisms to support school improvement such as collaboration, soft federation and learning alliances within the local area.</p> <p>iii) <b>We therefore recommend that, at this point in time, we do not seek conversion to Academy status but resolve to revisit the issue at a later date. The recommendation was proposed, seconded and voted unanimously in favour.</b></p>	
12	<p><b>Axe Valley Learning Alliance Update</b></p> <p>i) Continues to develop with useful network meetings where teachers meet to share good practice at KS1 and KS2.</p> <p>ii) Common threads of training needs have been identified for staff and Governors.</p>	
13	<p><b>Governor Development Plan</b></p> <p><b>i) Parent Forum:</b> met on 16 January 2013. There are 12 active members of the Forum who are spread across year groups. TOR has been agreed. First item is career progression – feedback via email on website.</p> <p><b>ii) Governor email address on website for parents to contact Governors.</b></p> <p><b>ii) More detailed report will be presented at next FGB.</b></p>	
14	<p><b>Committee Minutes</b></p> <p><b>Site and Buildings Committee</b></p> <p>i) The minutes were <b>noted</b>.</p> <p><b>Curriculum and Community Committee</b></p> <p>i) The minutes were <b>noted</b>.</p> <p>ii) Presentation was given by John Mythen.</p> <p>ii) Detailed discussion on Pupil Premium took place.</p> <p><b>Finance and Personnel Committee</b></p> <p>i) The minutes were <b>noted</b>.</p>	
16	<p><b>Regional and National News</b></p> <p><b>DfE/DAG/NGA/Babcock</b></p> <p>i) NGA 11 March SW Regional meeting. <b>CW to email details to FGB.</b></p> <p>ii) DAG Conference 11 May at County Hall.</p> <p>iii) DEF meeting discussed Pupil Premium Grant increase to £900 and MFG which may impact on Primary Schools.</p>	

17	<b>AOB</b> i) Aspire Presentation at next FGB. ii) Dates for Governor Meetings in next academic year to be presented at next meeting. iii) <b>EGB meeting 6.00pm 27 March 2013</b> iv) GG met with Head Flybe Academy to discuss apprenticeships in engineering. GG to progress. v) Meeting with Scott Rowe – WC to ask for potential interest in Community Governor v) Apologies 7 March – CW/GK	
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Next FGB meeting **6.00pm on 7 March 2013**

#### Summary of Action Points

Minute	Action	By Whom	By When
1	Governor attendance at Events to be added to website.	GW/LW	Feb 13
1	Student Council to be invited to FGB meeting.	MS	Mar/May 13
1	Zip files of SDP and other documents relevant to Ofsted Inspection will be circulated. Governors must replace documents with the most recent versions when relevant.	GW/LW	On-going
5	GW to produce final analysis of Governor Self-Review once completed. c/f	GW	Mar 13
5	ASPIRE programme staff to present to a FGB meeting next term.	GW/MS	Spring Term 13
5	At LC March meeting, HTs feedback on Governing Body views – MS to write to Sue Clarke with consolidated proposals.	MS	Spring Term 13
5	Appointment of HR Officer/Solicitor - MS to research and report back to FGB.	MS	Mar 13
5	CW to collate training needs for the Learning Alliance onto a matrix for next Learning Alliance meeting in January 2013. WC to progress.	WC	Mar 13
5	Co-operative Trust – Task and Finish Group to be established. HR/CW/LWai	HR/CW/LWai	Mar 13
7	Headteacher Reports – it was agreed to set up a task and finish group consisting of HR/RC/MS/GW.	HR/RC/MS/GW	Mar 13
9	Adjustment to Staffing Structure: This will be a standing item on the agendas of the FGB and any appropriate Committee entitled “Progress of the financial/staffing/curriculum/restructuring actions”.	GW/MS/LW	On-going
10	GW/MS to distribute notes from College Performance Committee to FGB.	GW/MS	Feb 13
13	Governor Development Plan – a more detailed report will be presented at next FGB.	GW	Mar 13
16	NGA 11 March SW Regional meeting. CW to email details to FGB.	CW	Feb 13
17	EGB meeting 6.00pm 27 March 2013	All	Mar 13

The meeting closed at 9.10pm.

Signed .....

Date.....

Graham Watts, Chairman