

The Axe Valley Community College

MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD Thursday 9 March 2017 6.15pm 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)	Y		Parent	06.02.2020
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	Y		Co-opted	12.05.2020
JP	Julie Paddick	Y	Babcock employee	Parent	17.12.2018
LH	Liz Heron	Y		Co-opted	22.03.2020
LJ	Laura Jenkins	Y		Deputy Headteacher	
LW	Louise Wain	Y		Co-opted	08.02.2020
MM	Mandy McDonagh	Y		Co-opted	19.10.2020
MB	Martin Brook	Y		Executive Headteacher	
MH	Martin Huscroft	Y		Parent	17.12.2018
MC	Mary Cleare	N		Staff	27.03.2019
MiH	Mike Huskins	Y		Parent	06.02.2020
PE	Paul Evans	Y		Co-opted	25.05.2020
SL	Sean Little	Y		Co-opted	23.03.2020
SG	Steve Green	N		Headteacher	
BD	Bec Davey	Y		Clerk	

	Item	Action/Decision
2017-03-09-1	<p>Apologies: Apologies were received and sanctioned from MC & SG. HB welcomed Laura Jenkins to the meeting and noted that she would be deputising for SG in his absence.</p> <p>Declaration of Interest: Declaration of pecuniary interest received from Julie Paddick – Member of staff at Babcock LDP.</p>	Approved for MC & SG.
2017-03-09-2	<p>Minutes of the Previous Meeting To agree the following minutes as a true record: FGB meeting (01.12.2016). Minutes approved and signed.</p>	Approved
2017-03-09-3	<p>Actions from Previous Minutes - only those that have not been done will be discussed. All completed.</p> <p>Matters Arising not covered elsewhere in the agenda. None</p>	All completed
2017-03-09-4	<p>Matters arising from Committees</p> <ul style="list-style-type: none"> i) Finance & Resources (21.02.2017 (draft)) – No matters arising. ii) Curriculum (22.02.2017 (draft)) – (Item 8) Progress 8 – supposed to compare with previous years, but can't due to the change in methodology. MB has not seen many with positive results. HB confirms the issues have been exasperated by changes in the curriculum and targets. It could take up to two years to compare correctly. JH asked for confirmation as to what constituted a disadvantaged pupil. HB confirmed this meant children eligible to free school meals, children from families that have received state benefits any time in the last six 	

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	<p>years, children in care and children of service personnel. MH wanted confirmation that all departments teaching EBACC subjects were those who had all aspects as good. LJ confirmed this. LJ also advised that this is the first time that the HUB has been reviewed separately. (The HUB is an intervention room run by Emma Collins and Jo Govier).</p> <p>(Item 10) The sixth form is currently being deliberately subsidised. This will hopefully be helped with the joint MAT option. HB advised that the budget is being squeezed at both ends due to low numbers coming into Year 7. In Sixth Form MB is hoping for 55 pupils Sept 2017 and 65 in Sept 2018, and together with HA having 130 pupils, this will not be far off the requisite number for 2018/19. PE advised that trust needs to be built up again. We can articulate why we want to subsidise Sixth Form, that it is a conscious decision as we can see it being viable in the future.</p> <p>(Item 13) MH queried homework policy wording – ‘cause for concern’. PE explained that clarity was required. LJ confirmed that the wording has since been updated with an additional statement being added.</p>	
2017-03-09-5	<p>Clerk’s Business</p> <p>i) Devon Governor Spring 2017. Magazine distributed to governors.</p>	
2017-03-09-6	<p>Chair’s Business</p> <p>i) New Governor appointments/nominations/vacancies. Still one vacancy for a co-opted governor.</p>	
2017-03-09-7	<p>Standing Item: Partnership and Academy Conversion Update: See Part II minutes.</p>	
2017-03-09-8	<p>Standing Item: Head-teacher’s Report - for information and discussion. The report had been distributed prior to the meeting.</p> <p>HB asked for clarification on School Support (pg 2) regarding Pupil Premium (PP) audit. What will happen, what is being done and when? LJ confirmed that strategies will be looked at, what has been successful elsewhere. Tom Winskill will be looking at main support for literacy, to be rolled out in the summer. HB asked if it would be through the whole school. LJ confirmed it would be. MB confirmed that the £12k support grant from the Jurassic Coast Teaching School Alliance (JCTSA) would be used as follows; £4k for literacy in year 7, £7.5k for support in science and £500 towards the PP audit. HB confirms that the school pays £2k per year to the JCTSA so it is great value for money.</p> <p>Yr 8 options evening. SL said this seemed to be the most attended session. MH agreed. LJ advised that only 10 pupils/families did not attend and some of them have visited since. MiH advised that as a parent, it was very well run and informative for both parent and child. JH agreed. HB has really only heard one grumble which is that Drama and Art were not in the new block so couldn’t show off facilities. MM agreed but said it was good that it was all in one area so were able to dip in and out.</p> <p>SEF. HB mentioned the difference between the boys’ and girls’ results. LJ advised that two boys may not be able to take qualifications and if these were taken out of the calculations it would help, but the gap is still big. HB was also concerned over the most able P8 figures and that there had been little progress in the last five years of High Attainers or Pupil Premium pupils.</p> <p>SL wanted to know about homework. LJ advised that SLT are looking into an online system, some teachers are actually using this, but did not want to start all teachers using it if the system was to change at conversion. There will be a baseline survey to see what homework is being set by subject leaders which will then be reviewed by middle leaders. Those who use FROG will do CPD. DM stated that it is not only important for homework to be set, but also for the</p>	

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	<p>work to be marked and for the pupils to get feedback. Pupils need to know it is being monitored and worthwhile. When will SLT get serious with the staff about homework? LJ confirmed that there is an action plan with named staff. They have all had the policy so must work in line with this. MM wondered if amounts would be allocated to each year group. There does not appear to be any consistency. Can get lots one week, none the next, and then have a project to do too. HB confirms it should be cyclical with the two week teaching period. PE is pleased that it has been looked into. SL is concerned that the high achievers are not being stretched. LJ agreed, but confirmed that Matthew Childs is working on a plan. He is getting the views of the students first. PE said that there is evidence that the SLT are getting to grips with the issue and will hopefully see rapid progress. MB agreed that high achievers were a priority. SG, MB & LJ are due to have a meeting to look at year 6/7 transition and high achievers. HB said that when ASPIRE had worked really well there was an almost full time member of staff. LJ confirmed that we do so few things with year 5/6 pupils but they enjoy it when they do. MiH advised that if children are brought to the school now they will see how much more there is to offer. PE warned that school has to watch budget and be realistic on what targets are going to be. Either PP, High Attainers or Progress 8 – cannot do them all at once. Do not have the capacity and could end up spreading the help too thin. JH reminded governors that we must be careful that the ‘middle’ students are not left to languish. MB confirmed that if you have high quality teachers that all levels will look after themselves. LJ confirmed that they have a specific plan for all areas of teaching. LH suggested that they stop making new year 7s make posters and cover their books for the first set of homework for each subject.</p> <p>Year 7 recruitment. SL did not believe that the only solution to the recruitment is for the number of houses to increase; we have to try to stop existing children in our catchment area from going to Woodroffe and Colyton. MB advised that he had met with Acorn and Axe Beacon Federation (Main feeder schools in area) to talk about the relationships between the schools. PE commented that attitudes can change, can see that the site has changed. LH suggested that both primary and secondary schools share the same holiday and non-pupil dates, helping parents who have children in both. MM advised a need to get joint events out into the community – let people know what is being done between primary and secondary schools. LJ stated that the Student Council have asked if they can make a virtual tour of the site to put on the website. MH asked about the open ceremony for the art block. Thought DCC were organising it, and wondered what would happen after 1st April. HB confirmed that DCC were organising it but it never happened. Suggest that a joint event is organised to celebrate the new art block and our change to academy status. MB is meeting with the local primary heads to do an itinerary for events to be held jointly. DM asked about the number of first place applicants (108) and how that actually related to numbers in September. LJ advised that there is a second set that is still to be received for those who are from non-feeder primary schools. (Devon has been included but no other districts). MB confirmed that there may be changes but not enough to affect the number of forms. HB wondered if there would be an opportunity to redeploy teachers if there are 4 forms rather than 5. LJ confirmed that Kevin Cummings is looking into both 4 and 5 form options.</p>	
2017-03-09-9	<p>Standing Item: Governor Development:</p> <p>i) Scheme of Delegation; HB advised governors of the new structure of committees within the academy and the Learning Trust. Local Governance Committees (LGC) can choose what other committees to have but they must have a Pay & Performance Committee. HB</p>	

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	<p>confirmed that both she and DM are moving up to the Trustees Board and will therefore not sit on the new LGC.</p> <p>ii) Committee Membership – for discussion; Keeping the same committees, PE has agreed to remain as Chair of Curriculum. MH has been approached to be the Chair of Finance & Resources (he is currently the vice-chair). He will look at what is required under the new terms of reference. JW advised that will need to sort out disciplinary committee. HB has spoken to Ann Adams regarding this – AVA will be able to borrow governors from other boards who will have a truly independent view.</p> <p>iii) Governor Roles – for discussion; PE. Lead governor roles were discussed at Curriculum Committee and it has been decided that there are not enough governors so the plan is not feasible. PE will revisit idea with SG. HB advised that with the new scheme of delegation, that the LGC can have as many governors as it deems is necessary. MB advised that governors need to play to their strengths and keep it as simple as possible. PE wondered whether a rolling plan would work. MH believes it works better when governors have a direct link with staff. HB advised that there will be chairs’ meetings held in the future. PE asked what the meetings would look like after conversion. HB confirmed that a revised Terms of Reference have been written for the F&R committee and that she should like to meet with PE to do the same for the Curriculum committee. MH stressed that it was important to get it right and that LGC would want to be able to have direct communication with the trustees. MiH suggested that HB and DM be invited to the first few meetings of the new LGC whilst they are being established. MM wondered how those that were also staff found out what they could and couldn’t do. HB confirmed that it will be the same as it is now. MB stated that, in simple terms, SG and LJ are accountable for LGC as they are now, there are just additional levels.</p> <p>iv) Training; Contract expires with Babcock on 31.03.2017 and will not be renewed. Academy will look for best value for money. Ann Adams, Chair of the Board of Trustees, is the head of Governor Support for Somerset. She plans to hold two training sessions during the summer term. One to be held at HA and one to be held at AVA. HB will provide more details of this when she knows. PE suggested a meeting with Ann Adams and the chairs of the LGC.</p>	
2017-03-09-10	<p>Parishes Together minibus: To discuss possible funding towards a minibus to transport pupils between sites; JW explained Parishes Together funding to governors. (A fund provided by EDDC and DCC to encourage town and parish councils to work together towards a capital project. £1.10 per elector as at February). JW suggested that as pupils of TAVCC come from far and wide that perhaps AVA could present a proposal to local councils to see if they should like to join together in the purchase of a bus that could then be used to transport pupils between sites of the future MAT. The MAT would pay for the maintenance of the bus.</p> <p><u>Governor challenge and comment:</u> HB wondered if the trust could fund the operational costs to which MB replied that they would have to. JW confirmed it would be cheaper to run a bus than keep hiring one. HB asked that, subject to MB confirming finances, would governors like JW to commence proceedings? All in favour. MH asked if it would be possible to get sponsors, perhaps Axminster Tools.</p>	

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	<p>MiH wondered who would drive it. MB confirmed would hire a driver. MiH suggested organising a pool of local drivers.</p> <p>SL asked who the Parishes Together would be for, AVA or VLT. JW will check.</p> <p>MiH suggested to perhaps hiring the bus out for evenings.</p> <p>JW advised it would need to be a community vehicle.</p>	
2017-03-09-11	<p>Policies: To ratify policies previously agreed by Committees:</p> <p>Staff Discipline – This was approved by Finance & Resources on 21.02.2017. (DCC made changes to their model policy in November 2016. See page 24 of the policy for details). JW proposed that the FGB ratify the Staff Discipline Policy, DW seconded. All in favour.</p> <p>PE asked what would happen about policies once converted. HB conformed that would be Vector Learning Trust policies. They are meeting on 18.04.2017 to agree the new policies to be used.</p>	Ratified
<p>Dates of future meetings:</p> <p>Curriculum Committee:</p> <p>F and R Committee:</p> <p>FGB:</p>		

Meeting ends 8:00pm

SUMMARY OF ACTION POINTS

Minute	Action	Ownership

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