

**MINUTES OF THE GOVERNING BODY MEETING
OF MUCH WOOLTON CATHOLIC PRIMARY SCHOOL
HELD ON
9th FEBRUARY 2015 AT 6.00pm**

PRESENT

Mr M White (Headteacher)
Miss C Chapman (Chair)
Mrs C Higgins
Mrs D Bennett
Mr J Carson
Mrs K Small
Mrs A Kelly
Mrs M McDonald
Fr T Buckley

ALSO PRESENT

Mr J Kendall – Clerk to Governors
Mrs L Parry – School Business Mgr

15/01 OPENING PRAYERS

Opening prayers were led by Fr Buckley

ACTION

15/02 APOLOGIES

Apologies received from Mrs Gormley, Mr Walker,
Mrs Monkhouse and Cllr O'Byrne.

ACTION

15/03 PECUNIARY INTERESTS

Mrs Higgins declared an interest.

Mr White declared an interest

15/04 CORRESPONDENCE

None

ACTION

15/05 MINUTES OF THE LAST MEETING

Minutes of the previous meeting held on 20th October 2014 were agreed by governors to be a true and accurate record and duly signed by Miss Chapman.

15/06 MATTERS ARISING FROM THE MINUTES

14/06 paragraph should read Foundation Governors not Co-Opted Governors - Clerk to amend.

14/06 Mr White advised that the school cannot officially approve the reconstitution until it is fully approved by the Archdiocese.

14/11 Fr Buckley asked Mr White if incidents of parental misconduct has improved. Mr White responded that there are periods of calm followed by periods of unrest.

Governors noted that the dates of future meetings are as follows:

Curriculum committee Tuesday 5th May at 6.00pm

School Improvement committee Monday 11th May at 6.00pm

Finance Premises and Staffing committee Monday 18th May at 6.00pm

Full Governors meeting Monday 1st June at 6.00pm

15/07 HEADTEACHERS REPORT

Mr White tabled some of the following main items from his previously circulated report:

There are 398 children on roll.

Changes to Staffing

Mr White informed governors that the new teaching staff have settled in well and are immediately

impacting positively on standards and the curriculum, particularly in Mathematics

Miss Hallman has requested a career break, and the school is trialing 2 people at Foundation Stage.

Mrs Collins has left to pursue Learning Mentor post, and the school has made an appointment. This appointment is subject to references being acceptable.

Mr White advised that he is still looking to advertise for the assistant cook.

Mr White advised that the EYFS area is fully completed and looks amazing. The company has done an exceptional job with the quality of workmanship being outstanding. Mr White advised that at governors' request a surveyor has been out to inspect the work.

Chris Williams (Archdiocese) and Jeanette Smith (L.A. School Organisation) have visited the school and are in agreement that the school is not fit for purpose in terms of storage and provision. The school should feature on the L.A. list of schools which do need work, and hopefully this will come to fruition.

Mr White informed governors that the school have been invited to be part of a Primary Teaching School Alliance.

On Parental opportunities, Miss Chapman has visited Mr Finnegan's assembly, the parents were extremely impressed, and the children took the assembly very seriously.

Mr White invited questions from governors.

Mrs Bennett asked what the Primary Teaching School Alliance is.

Mr White explained that this is a driver for other schools to support each other, through staff development and staff training.

15/08

DIRECTORS ITEMS

Miss Chapman gave a full update to governors on the following 4 Directors items for Spring Term 2015.

1. Management of Asbestos and Construction Projects
2. Annual Behaviour and Attendance Report 13/14
3. Schools Road Safety Working Group
4. Liverpool Learning Partnership Update

These items have been previously circulated to governors for information.

JK

15/09

COMMITTEE REPORTS

School Improvement Committee

ACTION

Miss Chapman reported back to governors on this committee who met on 19th January 2015. .

Miss Chapman explained that on the issue of marking of homework, governors discussed some inconsistencies in this area which need addressing, A working group has now been set up to address this.

Mr White tabled his report to the Challenge board, with the board being very supportive of the changes being made in school and were very happy with the progress being made.

Miss Chapman and Mrs Small challenged Mr White on writing performance in KS1.

Mr White explained that this is partly due to the new curriculum, but staff are now securing good progress across the year.

Miss Chapman tabled the LSIP report from Mr Heaton. Governors were very pleased with the report and it highlighted the strong leadership being provided by Mr White and other senior leaders.

Miss Chapman advised that Intervention Plans were discussed and a provision map was requested.

Governors noted that parental workshops take place on 11th February at 3.45pm and 6.00pm. based on information sharing and explaining the terminology now that the levels have gone.

Governors discussed the most recent SEF and noted that overall, the school position was GOOD, with behavior and safety rated as OUSTANDING currently.

Curriculum Committee

Miss Chapman reported back to governors on this committee who met on 26th January 2015.

Governors noted that Mrs Wilson gave an excellent presentation to governors at this meeting on the new curriculum.

Mrs Wilson explained what the school need to do, namely :

- Resources need to be purchased.
- Monitor and evaluate the curriculum maps in the first half of the summer term.
- Develop links which are cross curricular – English can be developed within the history topic.

Mrs Wilson also explained at this meeting what assessments will take place throughout the year.

Miss Chapman advised governors that the end of term data has gone into the L.A. who have produced a five point scale. The school also have their own much simpler three point scale, which has effective coverage of the new curriculum and can deliver more meaningful achievement reports to parents that they will easily understand.

Miss Chapman also advised that a great deal of detail was demonstrated by teaching staff in the development of their Subject Leader Action Plans.

Finance Premises and Staffing

Mrs McDonald reported back to governors on the meeting which took place on 2nd February 2015, and tabled some of the following points.

At The meeting Mrs Parry circulated the 3 year Form 1 together with the LA Finance officer's report for discussion with governors. Arising from discussion:

- The overall budget position was good.
- Governors discussed the projected cumulative balance
- Pupil Premium Income has been decreased by £5,200 with only 6.5% of children on FSM.

The school are paying Food for Thought for staffing. At present there is £16, 000 to £18,000 in the budget but the school remain unsure of what the LA claw back figure is.

Governors noted the following:

- After school charges have increased to £315 for

January, February and March.

- It is now mandatory to offer junior children milk.
- On staffing there has been an under spend of £15,000.
- The school fund 12/13 is complete and due to be audited. There is a balance of £40,000 that can be used.
- The financial Standard form has been sent out to governors.

Mr White tabled the school office, with Mrs Parry now spending an enormous amount of time on car business insurance and milk monitoring. This is taking her away from her more pressing work related duties, and Mr White is concerned that something will go amiss. Mr White will raise this at the Governors Forum.

Mr White proposed banning packed lunches for Reception and Y1 and Y2 pupils from September 2015. Governors discussed at length and unanimously approved.

15/10 **SAFEGUARDING**

Mr White reported to governors that since the last meeting there have been no racial incidents.

There are four families involved in Child Protection Orders. All families concerned are engaging well with both agencies and the school.

Mr White has had 2 incidents which have been referred to Social Services.

Mr White tabled some E-safety issues.

15/11 **CLASS LINKS**

Mr White tabled the Governor Class allocation 2014-15 as follows:

Class 1	Tracy Graham
Class 2	Cath Higgins
Class 3	Jim Carson
Class 4	Jim Carson
Class 5	Ray Walker
Class 6	Ray Walker
Class 7	Rachael O'Byrne
Class 8	Rachael O'Byrne
Class 9	Mary Monkhouse

Class 10	Mary Monkhouse	
Class 11	Katie Small	
Class 12	Moira Gormely	
Class 13	Margaret McDonald	
Class 14	Carol Chapman	

15/12 ANY OTHER BUSINESS

Mr White sought governors approval to order £3,396 worth of photograph training. Governors discussed and unanimously approved.

Mrs Parry tabled electrical work for various outdoor lighting. Mrs Parry tabled the tenders that she has received. Governors discussed and agreed in favour of C.P.Hood for approximately £1,500.

CLOSING PRAYER

Mr White closed the meeting with a prayer.

15/13 DATE OF NEXT MEETINGS

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Signed ByChair of Governors