

**MUCH WOOLTON CATHOLIC PRIMARY SCHOOL
MINUTES OF THE FULL GOVERNING BOARD
HELD AT 5:00^{PM} ON WEDNESDAY 9th JUNE 2021 VIA ZOOM**

Present:	Matthew White (MW)	-	Executive Headteacher
	Howard Winik	-	LA Governor
	Emma Skyner-Andrews	-	Parent Governor & Co-Chair
	Anna-Marie Brown	-	Parent Governor
	Andrew Simpson	-	Staff Governor
	Helen Bradshawe	-	Foundation Governor
	James Carson	-	Foundation Governor
	Carol Chapman	-	Foundation Governor & Co-Chair
	Patricia Davies	-	Foundation Governor
	Alexendra Hughes	-	Foundation Governor
	Mary Monkhouse	-	Foundation Governor
 Also, Present:	 Marie Wilson (MWi)	 -	 Acting Head of School
	Paula Regan	-	
	Jo Richardson	-	Clerk

Items	Discussion	Action
21/12	WELCOME AND OPENING PRAYER	
	The Chair welcomed everyone to the meeting and the meeting opened with a prayer.	
21/13	APOLOGIES FOR ABSENCE	
	Apologies received and accepted from Cath Higgins.	
21/14	DECLARATION OF PECUNIARY INTERESTS	
	There were no declarations for this meeting.	
21/15	SBM REPORT incl FINANCE AND RESOURCES	
	<p>M White presented the Financial Summary and Budget Narrative Report dated 25th May 2021 and the 3 Year Projected Budget to governors. The key points were as follows:</p> <ul style="list-style-type: none"> i) Staffing as a % of formula 2021-22 was 87.2%. This was broadly in line with the staffing target of 85%. ii) In year balance 2021/22 £74,034 deficit. iii) Balances brought forward 2020/21 £230,897 surplus. £80k of this had been committed to buildings and premises for a new roof. iv) The following estimated costs had been marked as urgent by the surveyor: <ul style="list-style-type: none"> - Roof £110k - Fascia £35k - Playground surface replacement £120k v) A discussion ensued around contacts at the archdiocese in relation to buildings and premises funding. vi) Governor challenge: could the drainage be checked on the playground? Response: all drainage work had been completed on the playground. 	

	<p>vii) The following expenditure lines had been reviewed to save costs:</p> <ul style="list-style-type: none"> - Learning resources - Agency supply costs. LSAs to be trained to take full classes. <p>viii) The In-year chequebook expenditure would be reduced to avoid a deficit balance in 2024/25. There would be a small in-year surplus whilst still reducing the outturn figure to within 10% of the budget.</p> <p>ix) Governor challenge: how much is 10% of the budget? Response: £170k. A healthy balance to take forward would be between £50k and £100k each year.</p> <p>x) Governor challenge: are there any other funding streams? Response: school did receive regular updates however majority of the time school did not meet the level of deprivation required to access the grants. Smaller grants had been successful. The PTA was now a registered charity therefore grants could also be accessed through the PTA. STEM Curriculum grants were being followed up for both schools.</p> <p>xi) It was noted the Sports Premium grant had not been included in Year 2 and 3.</p> <p>xii) Governor challenge: how much was the Sport Premium grant? Response: Sport Premium approx £19.5k.</p> <p style="text-align: center;">Governors AGREED the revised Budget.</p>	
21/16	MINUTES OF THE PREVIOUS MEETING	
	<p>a) Accuracy The minutes of the previous meeting held on 24th February 2021 were AGREED as a true record. The minutes would be signed by the Chair when next in school.</p> <p>b) Matters Arising <u>Item 21/05 Attendance</u> – attendance was positive at around 96%. Letters had been sent to PA children and the EWO had provided support and been in contact with families. It was noted some PA children were just below 90% would be targeted to ensure they came out of the PA group. It was noted some families had taken holidays in term time. <u>Item 21/07 Wellbeing Quality Mark</u> – currently on hold.</p>	
21/17	HEADTEACHER’S REPORT incl SAFEGUARDING	
	<p>M White, M Wilson and P Egen updated governors. The key points were as follows:</p> <p>i) The Termly Safeguarding Report Spring Term 2021 had been shared with governors prior to the meeting. Arising from the report:</p> <ul style="list-style-type: none"> - 8 x EHATs. The school was lead on 5. - 1 x case open to a family support worker. - 2 x operation encompass notifications. - 1 x racist incident. Details of the incident were shared with governors. The complaint had been investigated. MTAS were supporting school on diversity. Parents had been fully 	

	<p>supportive. Staff training was also planned. Governors to access training through SIL.</p> <p>ii) An Ofsted Action Plan would look at the curriculum and the collaborative work across both schools, sharing knowledge, expertise and leadership. There would also be further sharing of cross-school roles.</p> <p>iii) Appointment of a school Improvement Partner was discussed. SIL and the Archdiocese were sourcing a suitable candidate.</p> <p>iv) Staffing updates included:</p> <ul style="list-style-type: none"> - Recruitment for an assistant SENCo was underway. - 2 x staff were on MAT leave. It was noted the supply cover had been excellent. - R Pace had secured a Lead Practitioner role with Read Write Inc. The impact of the work R Pace had done across the curriculum was clearly evident with phonics outcomes rising from 58% to almost 100%. Governors wished to thank R Pace for the tremendous work she had done. The post would be covered initially by a 1-year secondment. The long term plan was to take on a trainee teacher. <p>v) Curriculum development update:</p> <ul style="list-style-type: none"> - SIL had worked with both schools to set up and develop a medium term plan. - Both schools were working together in curriculum teams to develop the curriculum across both schools ensuring the same vocab and targets. - Medium term maps of subjects and topics were being reviewed to ensure they covered a greater depth of specific skills and vocab. - Block planning had worked well to develop the children's thirst for knowledge. - Governor challenge: what about enrichment for the more able children to ensure they were being stretched? Response: there was progression of skills. Children could apply their knowledge in a wide variety of ways. The development of mastery in foundation subjects included freestyle tasks and sequencing of topics to ensure children were stretched. - Governor challenge: were there any gaps in the curriculum? Response: the curriculum was solid however it was important to ensure the in-depth work was documented. <p>vi) Assessment update:</p> <ul style="list-style-type: none"> - EYFS Spring data highlighted 13% children were on track for GLD. The impact of maths interventions had seen an increase to 77% on track for GLD. Interventions included weekly maths homework. - Y1-Y5 had completed NFER tests. - KS2 had completed GPS NFER tests. - Y6 had concentrated on basic skills. SATs assessments were planned. - Y6 TA interventions were in place using catch-up funding. English and Maths booster lessons were available after school. 	
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	<ul style="list-style-type: none"> - There were 46 x PP children. 4 children were currently not on track to reach GLD. 56% of PP children were working at an average level. Interventions were in place. - Governor challenge: if the PPs average was 59% in reading and in 69% maths, what are the figures for the children above and below? Response: Reading above 13%/below 28%, maths above 17%/below 14%. - Governor challenge: was there any catch-up funding for Y1-Y5? Response: catch-up programs were in place. The focus had been on Y6. The catch-up programs would filter through the school. It was noted there was no guarantee the catch-up funding would continue. - Governor challenge: do you have any evidence of impact of the catch-up funding? Response: baseline tests evidenced scores had improved. Good progress was expected from Y6 following the flexible and bespoke intervention programs in place. <p>Governors thanked M White, M Wilson and P Regan for their updates. On behalf of all the governors, the Chair congratulated M White and T Moorcroft for the work they had done at St Ambrose. Governors also wished to thank those staff who had volunteered to run booster classes for children.</p> <p><i>Anna-Marie Brown left the meeting.</i></p>	
21/18	WELLBEING	
	<p>M White provided an update. The key points were as follows:</p> <ul style="list-style-type: none"> i) Staff wellbeing continued to be monitored through weekly questionnaires. It was noted staff had felt well supported. ii) The Wellbeing Charter Mark was currently on hold. 	
21/19	ADMISSIONS POLICY (amendments)	
	<p>The Archdiocese had included amendments to the Policy for 2022-23. The amendments were highlighted to governors.</p> <p>Governors AGREED to adopt the Admissions Policy 2022-23 published by the Archdiocese.</p>	
21/20	GOVERNANCE	
	<ul style="list-style-type: none"> a) Vacancies – there were no vacancies to report. b) Training - governors were reminded to keep their training logs up to date on GovernorHub. c) Link Governor Reports <ul style="list-style-type: none"> - C Chapman had kept in touch with school through phone calls and emails and had recently met with both Reception classes. - M Monkhouse updated governors regarding the sacramental preparation artwork. The artwork was on display in church. - Governors were reminded to arrange link governor visit. 	All
21/21	RESERVED ITEM	
	a) Archdiocesan letter – <i>See confidential extracts to these minutes</i>	
21/22	DATE AND TIME OF NEXT MEETING	

	Full Governing Board Meeting – TBC	
21/23	CLOSING PRAYER	
	The meeting closed with a prayer.	
	There being no other business the meeting closed at 7:00pm	