**BUCKTON VALE PRIMARY SCHOOL**

**MINUTES OF THE PAY COMMITTEE MEETING HELD VIRTUALLY ON 23 OCTOBER 2020**

**PRESENT: Mr Arron Leech Co-opted**

**Mr Nicholas Whitbread Parent**

**Mrs Deborah Brown Headteacher**

**IN ATTENDANCE: Mrs Rachel Lees Clerk**

**1 Declaration of Pecuniary, Business or Personal Interest and Apologies and Consent to**

**Absence**

All governors present at the meeting confirmed that they had no pecuniary, business or personal interest in the items on the agenda items.

Apologies for absence were received from Mr Simon Barry and Mr Matt Hartley, Parent governors.

RESOLVED: To consent to the absence of Mr Barry and Mr Hartley

**2 Review of Staff Pay**

2.1 Upper Pay Scale

The Headteacher stated that she had not received any applications for progression as no-one was at the point of having the two years’ evidence required.

2.2 Main Pay Scale

Four teachers in total had applied to progress within the Mainscale:  two from M1 to M2; one from M2 to M3; and one from M3 to M4.

Despite the challenges of the Covid-19 pandemic, staff had continued to upload their evidence onto Blue Sky and the Headteacher was taken aback by how much evidence had been collated despite not being in school for six months.  Staff had photographed childrens’ learning to show evidence that progress had taken place as there was no data and the Headteacher felt that this showed potential for future good practice.  Either the Headteacher or Deputy Headteacher could review the evidence and add notes.

Teachers’ workload had not increased because they were used to Blue Sky, which worked well for performance management.  The Headteacher had given staff, especially subject leaders, additional time when requested.  The Deputy Headteacher had also worked closely with subject leaders regarding expectations.

RESOLVED:     To approve applications for progression:

* two teachers from M1 to M2;
* one teacher from M2 to M3; and
* one teacher from M3 to M4

2.3 Leadership Scale

Teacher X was on L9 and the Headteacher had attempted to contact HR for advice. She would speak to the Chair when she had received information from HR.

3 Headteacher’s Performance Management

The Headteacher had met with Carol Thomas, external SIP, to go through her performance management targets and prepare for the next set of targets which would be shared with the Chair. Some of last year’s targets were data led and therefore a discussion had taken place in relation to the pandemic, including one about reducing teacher workload. Mrs Thomas would report to the Governing Board.

The Headteacher would arrange a meeting with governors on the performance review panel and Carol Thomas, external SIP on 3 November 2020.

Meeting details:

Started: 1430

Finished: 1450