



## Full Governing Board Meeting

Thursday 7 July 2022 at 4pm  
The Federation of Boldmere Schools

**Present:** Mr Greg Bloom (Co-opted **Chair**) (GB)  
Mrs Christine Engers (Co-opted) (CE)  
Mr Carl Glasgow (Executive Head Teacher) (EHT)  
Miss Emma Jackson (Staff) (EJ)  
Mrs Samantha Kenny (Co-opted Head of Infants) (SK) HoI  
Mr Matthew Sadler (Co-opted Head of Juniors) (MS) HoJ  
Mr Jeremy Merckel (Co-opted) (JM)  
Mr Dan Mortiboys (Local Authority **Vice Chair**) (DM)  
Mrs Laura Shergold (Parent) (LS)  
Ms Roxy Willis (Co-opted) (RW)

**In Attendance:** Mrs Anne Darby (Associate) (AD)  
Mrs Carole Betteridge (Governance Professional)- via  
Microsoft Teams  
Mrs Karen Welch (Associate Governor) (KW)  
Mrs Holly Birkett (Associate) (HB)

**Apologies:** Mr Pete Donovan (Parent) (PD)  
Mr Avtar Bhogal (Associate Governor) AB  
Ms Tara Morton (Associate Governor) TM

**Not in attendance:** Mrs N Arkinstall (Co-opted) (NA)

*This meeting took place in school with the clerk attending virtually*

Item:	Agenda Items:	Action by:
1.	<b>Welcome and Apologies</b> The Chair welcomed governors to the meeting. Apologies were received and accepted from PD, TM and AB NA not in attendance.	
2.	<b>Declarations of Interest</b> The Chair asked governors if there were any declarations of interest to be declared either pecuniary or non-pecuniary. There were no declarations declared.	

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3.	<p><b>Urgent Additional Items</b></p> <p>Governors considered items of any other business and agreed To discuss the following at the end of the meeting:</p> <ul style="list-style-type: none"> <li>• Governor Attendance</li> <li>• Summer Fayre</li> </ul>	
4.	<p><b>Membership Update</b></p> <p>Governors noted that PD, Infant School Parent Governor, had tendered his resignation.</p> <p>The Chair, on behalf of the Governing Board, wished to thank PD for his support during his term of office.</p> <p>There would be one vacancy for a Parent Governor from September and expressions of interest would be sought from parents with Health and Safety experience. Parent governor information will be circulated at the start of the new academic year.</p> <p>A site audit was outstanding.</p> <p>A DfE Audit and LA Audit in relation to school buildings were to take place on 18 July 2022 and Governors would receive feedback regarding assets.</p> <p><b>A Governor suggested that Governors be informed in advance of the 2022/23 schedule of meetings, of which there would be at least eight meetings in addition to Governor Visits and Parent Liaison meetings</b></p> <p>Governors discussed the skills required on the Governing Board and agreed that should anyone express an interest with the required skills they could, if necessary, be appointed Associate Governors. The Chair of FGB reported how the new parent governor ideally would hold health and safety and finance experience, to fill the gaps of the GB.</p>	<p>Clerk</p> <p>Clerk</p> <p>EHT</p>
5.	<p><b>Minutes of the Previous Meeting and matters arising of 25 May 2022</b></p> <p>Governors referred to the minutes of the previous meeting held on <b>25 May 2022</b> having been previously circulated. <i>It was,</i></p> <p><b>Agreed</b> as a true and accurate record and would be signed by the Chair.</p> <p><b>Matters Arising</b></p> <p>Governors confirmed that all actions had been completed.</p> <p>Governors present confirmed they were happy to share contact details via Governor Hub.</p>	
6.	<p><b>Chair Urgent Actions</b></p> <p>None.</p>	
7.	<p><b>Receive Committee Minutes</b></p> <p><u>Education and Standards 18 May 2022</u></p> <p>Governors confirmed receipt of the above minutes prior to the meeting</p> <p><b>Resolved:</b> That the minutes of the Education and Standards Committee held on 18 May 2022 be adopted</p> <p><u>FFPH&amp;S 14 June 2022</u></p>	

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	<p>Governors confirmed receipt of the above minutes prior to the meeting</p> <p><b>Resolved:</b> That the minutes of the FFPH&amp;S Committee held on 14 June 2022 be adopted</p>	
8.	<p><b>Parents Representation Group Meeting</b></p> <p>Governors noted that a successful meeting had taken place and the following points were highlighted:</p> <ul style="list-style-type: none"> <li>• Consideration was given to holiday club</li> <li>• There were mixed feelings towards mixed classes</li> <li>• Preloved uniform was available in school</li> <li>• Smart presentation was to be promoted</li> <li>• Reading records and homework details were available on the school website</li> <li>• Multi lingualism celebrated different languages</li> </ul> <p><b>A Governor asked if PE kit for the whole school was to remain</b> and noted that if there was no consistency the school would revert to changing.</p> <p>Governors were advised that it was a life skill for pupils to be able to dress themselves It was suggested that different houses wore different coloured t-shirts but this suggestion had not been well received by parents.</p> <p>This matter would be discussed further via Parent Voice.</p> <p>Governors noted that parents valued the opportunity to voice their opinions at the meeting.</p> <p>A schedule of meetings had been planned and notified to parents.</p> <p>Information regarding uniform for infant parents was communicated via parent mail.</p> <p>Actions:</p> <ul style="list-style-type: none"> <li>• To support uniform and smartness</li> <li>• There was a need for an Infant Parent Representative- Governors were asked to attend the next meeting if a Representative did not come forward</li> <li>• Set expectations in relation to reading logs, homework etc and for parent engagement in school workshops</li> </ul> <p>The Chair thanked LS for reporting back from The Parent Representation Group meeting.</p>	
9.	<p><b>Academisation</b></p> <p>Governors noted that the Government had recently published a White Paper requiring all schools to convert to a Multi Academy Trust (MAT) by 2030.</p> <p>It was noted that colleagues across the consortium shared the view that there was no urgency to academise.</p> <p>This matter would be discussed further in the autumn term.</p> <p>Governors were advised that 52% of Birmingham primary schools and over 80% of secondary schools were already part of an academy trust.</p> <p>The EHT considered that 2025 would be a good option to consider a MAT which would allow time for a pragmatic approach to options that become available over the next couple of years.</p> <p>Governors concurred that there was a need to retain the principles of the school vision.</p> <p><b>A Governor asked if consideration could be given to a federation</b> and was advised that this was a possibility, but this option afforded little accountability.</p>	

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	<p>The EHT explained that in an academy, staff could be shared, and a federation would have only one Governing Body.</p> <p>Governors noted that as a federation the schools would have more power to convert. <b>A Governor asked if it would involve more work to federate in the first instance</b> and noted that this would be the case, but it would be beneficial when the schools academised.</p>	
10.	<p><b>SEND Provision in Birmingham</b></p> <p>Governors were advised that SEND Provision in Birmingham LA was in special measures. Rebecca Jones was thanked for managing SEND provision in school.</p>	
11.	<p><b>School Improvement/External Advisor</b></p> <p>The School Improvement/External Advisor had visited all settings in March. Governors were assured that all actions recommended had been completed. The focus for the next visit, in the autumn term, was a broad and balanced curriculum. The written report was not yet available and would be published prior to the summer break.</p>	
12.	<p><b>Finance Update</b></p> <p>The Chair of Finance advised that the budget for this year had been set and that there was a £12k deficit in April with a comfortable reserve.</p> <p>The Chair of FFPHS Committee discussed the FGB through the report on the agenda. It was highlighted that the school had consistently struggled to forecast financial performance. Deficit budgets had been set in 18/19 and 19/20 and the FGB had additional meetings to discuss action to bring the budget back into balance. On both occasions this had turned out not to be needed and to some on the FGB it seemed a ‘boy who cried wolf’ problem had now developed.</p> <p>Governors noted that in February 2020 the school had changed the providers of financial support to DRB. This was to improve information quality.</p> <p>It was explained that the schools had £550k of reserves in April 2021 and a reasonable in year budget position. This was a strong position for the schools to be in</p> <p>By April 2022 the schools had £414k of reserves, this had decreased due to some tactical investments in educational recovery and one-off investments. The schools % of reserves were higher than that recommended by Birmingham City Council (BCC) so just holding the money could see it clawed back per BCC policy.</p> <p>The Chair of FFPHS continued that when the budget was presented in March 22/23 it identified significant (over 300k) in year deficit. FFPHS were not supportive of this position but there was insufficient information to challenge. The budget progressed to the FGB for approval on the agreement that a deep dive exercise was undertaken in June. It was highlighted that BCC had been slow to supply information and June would allow time to produce the information.</p> <p>Unfortunately, the information presented in June was not complete or accurate, which was once again due to the inefficiencies of BCC, not the school.</p> <p>The Chair of FFPHS highlighted the following four recommendations, and these were accepted:</p>	

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1. The FGB to note that SLT and FPPHS non-staff governors are raising significant concerns on the financial position of the schools based on information provided.
2. FGB to note a further update will be presented in September with anomalies solved and a clear position on where the financial pressure is coming from
3. To note that a recruitment ban is now in place
4. FGB to advise of any other actions it sees as appropriate to take currently

Other notes recorded by the governors was as follows:

- Due to rising bills, especially in relation to the roof, staffing numbers and salary increases, the deficit of £324k did not tally.
- The provider of support, DRB, had been questioned, as it was determined that the information provided was inaccurate.
- All staffing was to be looked at and the information would be presented to a future meeting.
- It was important that accurate information be available.
- Energy costs could not be controlled.
- Recruitment was to be suspended but was ok for September.

Two Play Leaders were to be appointed on 8 July 2022.

An update regarding staffing would be presented to Governors in September to allow costings to be removed by March 2023.

**A Governor asked what the carry forward figure was** and noted that this was £414k.

Governors expressed concern that they could not rely on the figures presented.

It was noted that there were good skills amongst the Governors on the Finance Committee.

It was suggested that DRB may have to move on.

**A Governor asked how incorrect the figures were** and DM stated that the school had always had a deficit, but it had been managed well by SLT.

Governors noted that deficits were inevitable, but the current situation could not be sustained.

There was an anomaly regarding maternity leaves and appropriate costings had been requested.

The Committee were endeavouring to find ways of combatting the deficit and it was possible that the school could exceed PAN, where possible, as there was a waiting list in place.

Governors were to discuss ways to generate income in September.

Lettings and holiday club were to be considered but wear and tear on the school would have to be taken into account.

It was possible that proposals could be forwarded to parents and there was a need to engage with staff regarding an increase in the PAN.

**A Governor asked if there was a freeze on the recruitment of staff** and was advised that all figures for September had been confirmed.

Governors noted that numbers attending before and after school clubs were increasing and there was a waiting list in place.

**A Governor enquired about Nursery numbers** and noted that there were 26 in Nursery which had capacity for 52.

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	<p>Governors were made aware that the birth rate had decreased. The EHT thanked DM and the Finance Committee for their hard work.</p>	
<p>13.</p>	<p><b>End of Year Data</b> KS1 data was distributed at the meeting. SK stated that she was pleased with the results Staff had had to revisit basic skills. Phonics results were pleasing, and a new scheme had been introduced which had had a huge positive impact. It was hoped that results would be validated in the autumn term. A new Reading scheme had been introduced last year and training had been provided for all staff. Competent TAs were being used to effectively support children. The training and investment was validated by the results of 96% compared to predicted outcomes of 70-90%. Writing expected standards were lower and was included in next year's School Improvement Plan (SIP). <b>A Governor stated that it was very difficult to teach Reading remotely and highlighted that 2-3 terms of schooling had been lost due to the pandemic.</b> Governors noted that Year 2 pupils had missed 5-6 terms over 2 years. <b>A Governor noted that expected achievements were 10-15% down on pre-pandemic levels.</b> SK advised that Greater Depth would be achieved in the future and that it could take 2-3 years for pupils to catch up. <b>A Governor commented that national figures could go down which would mean the school results would be above national.</b> SK stated that national averages were a good indicator, but they were not used as a benchmark as the school expected to be above national. Governors noted the need to demonstrate progression and that the Infant and KS1 teams had done well given the difficulties faced. Junior children friendship groups had been impacted upon during the pandemic. There was a dip compared to previous years but results were as predicted. Writing and Maths national averages had dipped. Reading at KS2 level had dipped the least. The impact of the pandemic on Writing and Maths was more apparent. The results reflected the cohort with Reading at 86% as opposed to the national average of 74%. All results were subject to any marking reviews, mainly in Reading, which could increase the percentage. There was a dip in Writing with results of 77%. A sample of children's work had been moderated externally to validate Teacher Assessments. It was noted that it was difficult to teach Writing remotely, especially greater depth. Maths results were 86% compared to the national average of 71%. Governors were advised that a thorough analysis would be carried out in September and progress measures would be shared. Governors noted that all staff had contributed to the attainment of the children over the past 4 years and that the good results were as expected.</p>	<p><b>HoJ and Hol</b></p>

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	<p>The Chair commented that the commitment of staff was evident as they eagerly awaited the results at 7.30 am.</p> <p>It was noted that Writing had been identified as a key priority in the SIP and that staff were reverting to a more prescriptive approach from Reception onwards.</p> <p>Governors noted that there were increasing numbers of EAL children attending the school.</p> <p>As Greater Depth in Maths was less than the national average, this would be included as an area for development in the SIP.</p> <p>Year 4 pupils had undertaken a timetable test and the results would be shared with the Education and Standards Committee.</p> <p>There was no pass mark for Year 4, only fail data was notified.</p> <p>The lowest was 9 out of 25, which meant that 9 pupils were working below expectation.</p> <p>A pass mark of 15+ was estimated by CG with a breakdown of the following outcomes:  83% achieved 15+ in school with 21% achieving 25 out of 25.  32% of pupils achieved a mark of 24 out of 25.  17% of pupils achieved 15 out of 25.</p> <p>Governors thanked the staff of the Junior school for their hard work.</p>	
14.	<p><b>GDPR</b></p> <p>Governors noted that there had been no breaches or rights of request received.</p>	
15.	<p><b>Safeguarding</b></p> <p>Relevant papers were shared at the meeting.</p> <p>Governors noted that the checklist for questions asked was updated annually.</p> <p>The summary for this year was distributed.</p> <p>The method of reporting to the Governing Body was presented as an overview and was to be presented on a termly basis.</p> <p>The overview included all training undertaken and required.</p> <p>Governors were assured that E-Safety monitoring was in place with staff receiving flagged emails.</p> <p>It was noted that this created additional workload for staff.</p> <p>Both schools had vulnerable children post Covid 19.</p> <p>CPOMs was used for the recording of all concerns and was analysed by DSLs.</p> <p>All referrals were detailed.</p> <p>It was noted that Operation Encompass was not yet successful across Birmingham.</p> <p>Governors noted that there had been no permanent exclusions.</p> <p>The Chair thanked staff for a comprehensive report.</p>	
	<b>[At this point LS left the meeting]</b>	
16.	<p><b>Staffing</b></p> <p>Governors noted that all staffing was in place for September.</p>	
17.	<p><b>2022/23 School Improvement Plans (SIP)</b></p> <p>Discussion of this item was deferred to September.</p>	
18.	<p><b>Governor Training and Visits (audits)</b></p> <p>Governor visits were schedule to commence at 8.00 am with the next visit planned for 30th November 2022.</p>	

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	Governors were required to complete safeguarding training.	
19.	<p><b>Review Policies</b> Governors confirmed receipt of the ECT Policy prior to the meeting.</p> <p><b>Resolved:</b> That the ECT Policy be adopted. Governors noted that there were two 2<sup>nd</sup> year ECTs in school for whom training, and support was in place for when they commence their employment at the junior school from the 01/09/22 on a temporary one year contract in the first instance.</p>	
20.	<p><b>LA Items/Items for Information</b> Governors confirmed receipt of the following documents prior to the meeting:</p> <ul style="list-style-type: none"> <li>• Spotlight on Governance</li> <li>• SIPS Governor Training</li> </ul>	
	<b>[At this point DM left the meeting]</b>	
21.	<p><b>Any Other Business</b> <b><u>Governor Attendance</u></b> Governor attendance needed to be analysed and raised as a concern Attendance was to be monitored and intentions letters forwarded to non-attending Governors. Times of Committee meetings was to be amended. A Parent Governor, with financial and health and safety skills, was to be sought in September.</p> <p><b><u>8 July 2022 – Summer Fayre</u></b> Governors were encouraged to support the summer fayre.</p>	<b>Clerk</b>
22.	<p><b>Date and time of Next Meeting</b> The date and time of the next meeting was confirmed as the following:</p> <ul style="list-style-type: none"> <li>• FGB 29 September 2022 4.00pm</li> </ul>	

*With there being no further business, the Chair closed the meeting at 6.10 pm and thanked  
Governors for their attendance.*

*The Chair thanked all staff stating that the excellent results reflected their dedication and hard  
work*

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