

**THE GOVERNING BODY OF KIRKBURTON MIDDLE SCHOOL**

Minutes of the meeting of the Governing Body held at 7.00 pm at the School on Wednesday 30 September 2015.

**PRESENT**

Mr G Smith (Chair), Miss E Charlesworth, Mrs R Coneron, Miss V Green, Dr A Harris, Mrs M Morris, Mr G Johnson, Mr J Papworth, Mr M Pitchford.

**In Attendance**

Ms T Buxton (Minute Clerk)

**2510. RECONFIRMATION OF CHAIR OF GOVERNORS FOLLOWING RECONSTITUTION**

RESOLVED: That Mr Graham Smith be reconfirmed as Chair of Governors following his re-appointment as a Co-opted Governor under the reconstitution of the Governing Body.

**2511. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Mrs L Robinson.

There were no declarations of interest.

**2512. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS**

The following items were notified to be raised under Any Other Business:

- Meet the Staff Event

**2513. MINUTES OF THE MEETING HELD ON 7 JULY 2015**

RESOLVED: That the minutes of the meeting held on 7 July 2015 be approved and signed by the Chair as a correct record.

**2514. MATTERS ARISING****(a) Representation (Minute 2502 refers)**

The Chair confirmed that he had written a letter of thanks to Mrs C Thurlbeck following her resignation.

The deadline of 13 October for expressions of interest for the role of Parent Governor was noted. Governors were reminded of the outcome of the earlier skills gap analysis but agreed that it was not appropriate to re-state the preferred skills in the election paperwork (it having been included in the letter inviting people to stand) since the candidates would be selected exclusively by the parent body.

**(b) Recruitment of an Assistant Headteacher (Minute 2504(ii) refers)**

The Headteacher outlined a proposal to defer the recruitment of a third Assistant

Headteacher to the summer term pending the outcome of the Peter Laurence commission and conversations with Scissett Middle about possible collaborative structures. He suggested re-evaluation in December/January of the required skill set for the role. It was also noted that a recruitment process during the summer term was likely to attract more candidates.

In general, Governors agreed with the approach but some concerns were expressed about delaying the appointment given the urgent need for a third Assistant Headteacher with a specific responsibility for teaching and learning, as identified by the Staffing Committee's earlier review of capacity issues within the SLT.

The Governing Body agreed that there should be a firm commitment to appoint a third Assistant Headteacher for a September 2016 start, but that an assessment of the resources to assist with the teaching and learning agenda should be carried out in the interim to enable the Headteacher to focus on the more strategic elements of his role. Governors noted that greater emphasis on Middle Leaders having responsibility for the monitoring of teaching and learning would assist in this area.

(c) Performance Management (Minute 2504(iv) refers)

The Headteacher reported that an interim Headteacher Appraisal Meeting with Mrs M Morris had taken place last week.

2515. REPRESENTATION

(a) New Instrument of Government

The new Instrument of Government following the reconstitution of the Governing Body was received.

(b) New Appointments

The following new appointments were noted.

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Mr Graham Smith	Co-opted	01.09.2015
Mr John Papworth	Co-opted	01.09.2015
Mr Neil Gemmell	Co-opted	01.09.2015
Mrs Lynn Robinson	Associate Member	01.09.2015
Mr Peter Pankhurst	Associate Member	01.09.2015

(c) Appointment of a Co-opted Governor

The appointment of a further Co-opted Governor would be picked up after the Parent Governor elections.

(d) Parent Governor Elections

This item had been discussed earlier under Matters Arising.

## 2516. PARTNERSHIP WORKING WITH THE SHELLEY PYRAMID

Governors received an update from the Headteacher on developments since the last meeting. A discussion on the Foundation Trust proposal had taken place at the Pyramid Heads' training day. However, the multi-academy Trust option had also featured heavily. Since the General Election, education was moving to collaborative working with a direction of travel towards academies.

The Next Steps Group had agreed to hold an information evening for Headteachers and Chairs of Governing Bodies to outline the reasons behind the Foundation Trust proposal although the presentation had also referred to multi-academy Trusts and "securing the future of the Middle Schools" (which had been a surprise to staff and Governors at Kirkburton and there were concerns that the presentation had sent mixed messages to the First Schools).

Despite Scissett Middle School's enthusiasm to press on with the proposal, the Headteacher expressed a preference to put the plans on hold pending the outcome of a review commissioned by the LA.

Governors considered a briefing note for Governing Body Chairs and Vice-Chairs from the Assistant Director for Learning and Skills on the context and timescale of the Denby Dale, Kirkburton and Scissett (DDKS) Commission. The review had been commissioned by the LA in response to the Foundation Trust proposal and recent discussions with the Pyramid on predicted future number and the tight financial situation over the term of this Parliament. The review, by consultant and Director of Brigshaw Trust, Peter Laurence, would address how schools could work collaboratively to retain an excellent educational experience and was not about reorganisation of the Middle Schools. The review would consider structures, relationships and the sustainability of the Pyramid.

**Q: There seemed to be an emphasis on links with other services such as health and social care?**

A: The Government were trying to encourage schools to be a central hub for other services which would change the way schools operated.

**Q: How did one to one meetings with Headteachers provide all the answers – what would the research look like and how long would it take?**

A: One to one meetings were important to gauge how schools currently worked together and to assess the capacity to achieve more. Peter Laurence's initial findings would be shared with Headteachers on 7 October and it was anticipated that the final report would be available early November.

**Q: What was the Governing Body's role here?**

A: Peter Laurence would be meeting with Chairs of Governors and Headteachers week commencing 12 October.

**Q: Was the Foundation Trust Proposal still valid now that the academy agenda had come much more into play?**

A: Because of the Government agenda, it may be necessary to consider all available options.

Mrs M Morris updated the Governing Body on the Governor's briefing on 14 September which she, the Chair and Miss V Green had attended. Mrs Morris explained that Peter Laurence would be focusing on relationships as well as structures and was concerned with genuine equity between schools. Although pockets of schools within the Pyramid may have different structures, the review would help set out how a

cohesive, collaborative approach to education throughout the Pyramid could be sustained.

It was noted that an Academy information meeting would be held at Scissett First School on 6 October and that a Next Steps Group meeting had been scheduled for 21 October.

**Q: To whom was Peter Laurence accountable and was there a brief/contract with the LA?**

A: The LA was paying the bill but he was accountable to all the schools in the Pyramid. There was a contract in place with the LA and the Headteacher would circulate this to all Governors.

2517. PROGRESS AND STANDARDS 2014-15

Governors considered the Standards and Progress Report for 2014-15 and how this compared to the 2013-14 data; average points progress across all subjects had increased and the average rate of progress of 13.1 points was well above the expected rate of progress.

KS2 SATS results had improved in all four areas (Reading, SPaG, Writing and Maths) compared with last year. However, Writing and Maths were below both the national and Kirklees' average. The SLT was working with Scissett Middle School to determine the actual progress made from entry to SAT, and what strategies the School may be able to adopt to improve the results next year as Scissett Middle School had achieved similar results in Reading and SPaG but had exceeded KMS results in Writing and Maths.

Mr Pitchford confirmed that he had met with Mr Papworth to review the data in detail, noting that the School was doing well in terms of Pupil Premium and the more able pupils. However, the gender gap was increasing and this would be closely monitored.

**Q: Would there be a briefing on the new assessment system?**

A: There would be a presentation on age-related expectations (AREX) to the Curriculum and Learning Committee and then to the full Governing Body.

2518. SCHOOL DEVELOPMENT PLANNING

The Governing Body received the draft SDP for 2015/16 which had four key priorities:

- To further strengthen the teaching in school, focusing on 'Areas for Improvement' from the inspection.
- To develop a completely new assessment system using age-related expectations at the end of KS2 and KS3.
- To improve Mathematics and Writing at KS2 SATs.
- To develop more effective ways of working across the Shelley Pyramid/Partnership in order to make all aspects of provision from 3-18 sustainable and as effective as possible in the next 2-5 years, including looking at Academy status, Foundation Trusts and Multi-academy Trusts.

The Headteacher agreed to advise Mrs Morris and other subject link Governors of the planning meeting dates.

It was noted that the Curriculum and Learning Committee had reviewed the 2014/15 SDP at its September meeting and the final version would be circulated to all Governors for information.

2519. REPORTS FROM COMMITTEESCurriculum and Learning Committee – 17 September 2015

Governors were briefed on the key aspects of the above meeting, including

- A detailed review of the SDP 2014/15. Governors were pleased to note that the gender gap in Reading was narrowing.
- A review of the Teaching and Learning Policy.

RESOLVED: i) That the minutes of the Curriculum and Learning Committee meeting be received.

ii) That the Teaching and Learning Policy be approved, as recommended by the Committee.

Resources and Finance Committee – 16 July 2015

The Chair reported that only three Governors (including one full governor who has now become an Associate Governor) had been present for the last two Committee meetings and it was noted and agreed that Mrs L Robinson had full voting rights and counted towards the quorum for the purposes of the Committee. The next meeting would be taking place on 14 October.

RESOLVED: That the minutes of the Resources and Finance Committee meeting be received.

Governors noted that the next Staffing Committee needed to be arranged and that a Chair was now required given Mrs Thurlbeck's resignation.

2520. HEADTEACHER'S REPORT AND GOVERNORS' QUESTIONS

The Headteacher spoke to his report, noting that much had been covered earlier in the meeting.

Number of pupils on roll and attendance

The number of children on roll stood at 495. Attendance up to and including 25 September was 96.2% which was lower than usual due to a number of pupils having had an extended period of unauthorised absence.

Pupil Issues

- The Y5 two-day transition had worked well with positive feedback from pupils who had now settled in quickly and were able to focus on their learning at a much earlier stage.
- A place at an alternative school had been secured for a pupil with severe behavioural difficulties.

Staffing

Senior Lunchtime Supervisor, Mrs Christine Robinson, retired at the end of last term after 38 years' service. The Chair would write to Mrs Robinson to thank her for her devoted service to the School.

The Headteacher was thanked for his comprehensive report.

#### 2521. PUPIL PLACEMENT PROTOCOLS

RESOLVED: To defer this item to the next meeting as the School had not received the outcome report on the consultation about the Pupil Placement Proposals Guidance.

#### 2522. GOVERNOR DEVELOPMENT INCLUDING TRAINING, VISITS AND REPORTING

It was noted that a list of available training courses had been circulated and Governors were asked to advise Mr J Papworth if they wished to attend any of them.

Miss V Green would shortly be undertaking Teacher Appraisal training.

#### 2523. ANY OTHER BUSINESS

##### Meet the Staff Event

It was agreed that the Governing Body 'Meet the Staff' event would be held at 4.00 pm on Monday, 14 December 2015.

#### 2524. DATES OF FUTURE MEETINGS

RESOLVED: That the Annual Meeting of the Governing Body be held at 7.00 pm at the School on Tuesday, 24 November 2015 and would include a presentation on the new assessment system from a pupil's perspective.

Meetings for the rest of the year were agreed as follows:

Thursday, 28 January 2016

Monday, 21 March 2016

Tuesday, 10 May 2016

Wednesday, 6 July 2016

#### 2525. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available to the School.