FLEET PRIMARY SCHOOL

Minutes and actions (here) the Governing Board Meeting held on 23rd May 2019 at 7.00 pm

ATTENDANCE

Kim Issroff – **Chair**	✓
Don McGibbon – **Headteacher**	✓
Rebecca Combes	✓
Annie Balme	✓
Oonagh Pierce	✓
Margaret O'Sullivan	✓
Caroline Heal	✓
Marianthi Papadimitriou	✓
Kirsty Kitchen	**APOLOGIES**
Hannah Shipp	**APOLOGIES**
Samir Shah	**APOLOGIES**
Janet Guthrie – **Vice Chair**	**APOLOGIES**
Sorin Floti	**APOLOGIES**
Marcus Boyland	**APOLOGIES**
Kelly Williams	**RESIGNED**
Kate Pattison	**APOLOGIES**
Pete McGuigan - **Clerk to Governors**	**APOLOGIES**
Becca Wall – **Observer**	**APOLOGIES**
OTHERS PRESENT:	
Debbie Barry – **School Business Manager**	✓

	ITEM	ACTION
1	**Pre Meeting Discussion Lesson Study findings**	
1.1	Don (DM) explained the Lesson Study recently taken place. • Groups split into Nursery and Reception, Years 1 and 2, Years 4, 5 and 6. • Do 3 lessons and focus on particular children and aspects. • Years 5 and 6 feedback was that they enjoyed doing something new but missed the individual feedback. • Nursery and Reception drawing out learning opportunities. Valuable opportunity to pay attention to the children's thinking	

	and used an observation grid to assist. • Working in different years helped to see what learning suits each year group. • They met with CPP and now tweaking assessment, for example, writing self-assessments is not appropriate for year 1. • Staff shared feedback at the Staff Inset and will decide how to go forwards next year. Discussed the possibility of doing a TA based ones. • Outcomes from Year 1&2 lesson study – reactive marking – self and peer assessment – useful to highlight the differences between non-negotiables and success criteria. Peer assessment more successful. • Outcomes from Year 3&4 lesson study – Whole class reading and inference skills – different pairings – teachers liked it but it was hard to pitch to all children. • Outcomes from Year 5&6 – Whole class feedback – next steps worked well and children edited work successfully. Some didn't feel as stretched as felt wasn't specifically for them but did mean built independence in finding what was applicable and what wasn't. Useful to do now and again as alternative to individually directed feedback.	
2	**Welcome and Apologies for absence**	
2.1	Kim (KI) welcomed everyone and opened the meeting at 7pm. Governors accepted apologies from • Kirsty Kitchen • Hannah Shipp • Samir Shah • Janet Guthrie • Sorin Floti • Marcus Boyland • Kelly Williams • Kate Pattison • Pete McGuigan • Becca Wall	
3	**Declaration of interests in regard to the meeting**	
3.1	There were no declarations of interest for the meeting.	
4	**Notififcation of Any Other Business**	

4.1	KI wished to discuss the following under AOB. • Abacus • Governors Membership	
5	**Minutes of previous meeting (20.3.19) and matters arising**	
5.1	There were no correction and all matters arising completed.	
6	**Headteacher's report**	
6.1	DM ran through the report and discussed the following • Had just completed successful observations with middle leaders • Project Board met to look at the most recent spring data. Our paperwork was described by Jon Abbey as exemplary. • SATS took place in Year 6 last week, results due in 10 July 2019. The week was carefully managed to support individuals. • KS1 SATS took place this week and went well. • Inset at the start of term – Teachers plus a few support staff went to Gospel Oak with a focus on reading. • Support staff worked with Rhian and Becca as part of their MITA course. • Arsenal invited the children to play on the Emirates pitch. • Year 5 has been working with the police – calling over cars who were exceeding the speed limit. They thoroughly enjoyed this. • DM held a coffee morning and afternoon – Digital Resilience and assessment – Not as many attended as hoped, but Don will continue holding these. • Mental Health Resilience workshop held successfully for the parents with good feedback. Discussion held on how to get more parents to attend. • Pitch redevelopment starts 1 July 2019. The carpark will be restricted. • Lots of works taking place over the summer within the school, i.e. roof replacement, radiators being replaced, this is part of Camden Conditioning works. • Toilets outside classroom 5 and 6 to be converted into 2 rooms. • Packed lunches were mentioned, amount seems to have increased, suggested it could be due to the weather as more tend to eat hot dinners in the winter months and some children	

	are particularly fussy eaters. • Suggestion of visual examples being included in a display on a noticeboard. DM is trying to keep it to one page but perhaps examples could be included in a display on a noticeboard. • It was explained that parents can have access to books when they drop off from 8.45 – 9 and at meetings with the teachers. Parents can also phone and request to look at books. • Parent governors said they have really enjoyed the drop in classrooms , perhaps DM could run short sessions for parents, for example, about phonics.	
7	**Governor's Task – 2019-20 Priorities**	
7.1	Governors discussed priorities for the next year. DM presented his ideas, as shown below, and governors discussed their own ideas and priorities. DM is to look at the ideas and bring them to the next meeting. • Vocabulary. • White British Disadvantaged children • Tracking system. • Curriculum Ofsted focus. • Collaborative enquiry. • Site works taking place. • Performance Management, ensuring that teaching is continually high performing. • Steam work this year was with Years 1 and 6. Next year will be Years 1, 5 and 6 • School Development Plan will have new main priorities. Foreign Languages were also discussed and it was confirmed that French is taught from Year 3 age.	**DM**
8	**Committee Updates**	
8.1	DM explained that the budget was now balanced and that money carried forward is a combination of things and that the Finance Committee had put a spending plan in place. Staffing is currently all in place for the next academic year.	

9	**Policies**	
9.1	Complaints Policy Discussed various suggestions for changes and need to check some of these. Committee agreed to delegate the changes to KI and DM once they have heard back from Camden.	
10	**Governance**	
10.1	• Future Chair – Some possible options available. • Co-opted Governors – Oonagh (OP) and Caroline (CH) agreed to remain. • All Governors had received the link from Pete (PM) regarding the new Governor's handbook. • OP had completed training on attendance. • Governor's Conference – KI described talks on the pupil premium, Argyle School's curriculum and the new Ofsted framework.	
11	**Any Other Business**	
11.1	KI updated that Kelly had resigned as a governor and that Sorin would be too as he was leaving the country. Therefore, we need to recruit an additional parent governor and new coopted governor. Abacas School – Discussed the catchment area and Marianthi (MP) said that the catchment area was going to change. Also discussed the difficulties in placing children with EHCP's within this school particularly under the current funding regime. Governors said they would individually respond to the consultation and DM would coordinate a response from the school and put a link into the newsletter to the planning site. Dates of following meetings were agreed.	DM

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KI thanked Governors for attending and closed the meeting at 8.00 p.m.

Signed: _____ Date: 1 July 2019

Kim Issroff, Chair of Fleet Board of Governors