

MINUTES OF THE MEETING OF THE GOVERNING BODY
Held at Lindal & Marton Primary School, Monday 21st November 2005

PRESENT : D. Barlow M. Brown
A. Grace T. Dalziel (from 2020hrs)
V. Smith S. Fleming

21. APOLOGIES

Apologies were received and accepted from T. Garnett, P Bishop and C Humphreys who were unable to attend the meeting. T. Dalziel had advised that he would be arriving late. S. Fleming took the Chair.

22. MINUTES OF THE LAST MEETING

All governors agreed they were a true and correct record of the meeting.

23. MATTERS ARISING

3.125.4 see Governor Elections

5. see Governor Elections re both CP Actions.

6. DGB did not contact the Head at Greengate as he has obtained some indigenous copse and hedgerow saplings from the Woodland Trust.

8. DGB feels that the Governing Body should send out the letter to parents regarding the overview of the parental questionnaire results, as the questionnaire was issued by the governing body. ACTION: T DALZIEL

11. Child Protection - DGB has arranged for Andy Batchelor to give an in-house training session for the staff/play group/governors on Monday 6th February 2006 at 1900hrs. It will not be necessary for J. Lloyd or K. Thompson to attend this session as they have both already completed a whole day on Child Protection training. A letter of invitation will be sent to the governors in the New Year ACTION: C PARTRIDGE

12. Management Allowances section of Pay Policy to be replaced by new Teaching and Learning Responsibilities section, which needs research ACTION: CP/DGB C/F

DGB to consult with unions regarding an amount to be paid for 'Continuing Professional Development' and 'Out of School Learning Activities'. ACTION DGB C/F

18.4 Letter to PTA has been sent by T Dalziel on behalf of Governing Body.

24. DECLARATION OF INTEREST

The Chair requested that governors declare any vested interest in any Agenda item, or any amendment to their recorded 'Declaration of Interests'. None declared.

25. GOVERNOR ELECTIONS

1. A discussion took place regarding the suggestion from an earlier meeting that a new committee be formed to incorporate Disability Discrimination, Special Educational Needs and Gifted and Talented. All governors agreed this would be a valid exercise and committee membership was discussed; D. Barlow, P. Bishop and A. Grace were considered to be the correct governors for this committee. All governors agreed, this was PROPOSED BY S FLEMING and SECONDED BY M. BROWN.

2. The suggestion had been put forward at the previous governing body meeting that M. Brown may wish to relinquish her role as governor for R.E. in favour of Numeracy

Governor in the light of the departure of J. Ridyard, and her qualifications in the relevant subject. M. Brown happy to become Numeracy Governor, the post of R.E. Governor to remain vacant along with other vacancies left on committees previously held by J. Ridyard until such time that a new LEA Governor was appointed in order to make selections from a full complement of governors.

3. see Confidential Items

26. HEAD TEACHERS REPORT

A copy was circulated to all present and DGB read through it. DGB confirmed that of the two enquiries made for places, a new child in Year 1 had been confirmed since going to press.

Playgroup - MB informed the governors that she was no longer a member of the playgroup committee. According to Playgroup constitution a member of staff is not able to reside on the committee and as MB is required to cover for the absence of J. Lloyd occasionally, having the relevant qualifications then she has had to resign from the committee. This means that S. Simpson represents a member of LAMPS staff on the committee but there is no longer a representative of the governing body. A discussion ensued and the Clerk suggested the use of an Associate Governor, whereby a member of the Playgroup committee becomes an Associate Governor attending full governing body meetings but without the right to vote. This was considered a viable option. This would need to be raised at the next Playgroup Committee meeting and a representative sought to become an Associate Governor.

ACTION: M BROWN/
S SIMPSON

Visit of School Improvement Officer - it was explained that the Fischer Family Trust was a Charity from whom the LEA had received funding to produce a database of statistics enabling predictions to be made regarding the outcome of future SATS results using data from previous SATS already taken.

27. FINANCIAL REPORT/BUDGET UPDATE

- Report of Building & Resource Committee

This item to be adjourned pending the arrival of a member of this committee.

- Review School Charging Policy

The Clerk informed there is a statutory requirement to review the School Charging Policy annually, a copy of which had been circulated with the agenda. A discussion took place regarding various aspects of the policy and various scenarios. All governors agreed that the Charging Policy should remain unchanged (minor alterations had been effected at the last annual review). PROPOSED: S Fleming, SECONDED: A Grace.

28. SCHOOL PROFILE

DGB informed that the School Profile was a new document intended to supersede the Annual Report to Parents. Again the focus being on self-evaluation and a move towards working with School Improvement Partners utilising self-monitoring by a fellow headteacher, thereby minimising, if not abolishing the role of the LEA in future years.

The DfES had issued a draft profile, which has now been withdrawn as it had not been widely circulated. The latest advice received in schools is to hang fire until a new draft profile has been published. The Clerk enquired whether the governing body is required to produce an Annual Report in the interim, LAMPS being due in February. DGB will seek advice.

ACTION: D BARLOW

29. SCHOOL IMPROVEMENT PLAN

The plan was reviewed, discussed and updated, many actions now being complete. A new plan will be issued in due course.

30. SELF-EVALUATION FORM (S.E.F.)

DGB confirmed that the S.E.F. had now been updated with the suggestions from the last meeting and is now on-line (one of the first and only in the LEA area!). He also confirmed that he is still waiting for information from the Fischer Family Trust and the PANDA Report, which should have been published by now but is late; he added that there seemed little point in submitting last years data. As a side issue he informed the governors that because schools had got wise to the fact that the on-line S.E.F. became 'frozen' just prior to an inspection, this is no longer the case!

31. HEALTHY SCHOOLS

DGB informed that LAMPS had been accredited for the Healthy Schools initiative nearly 4 years ago; now the whole focus has altered to mirror the Every Child Matters initiative. LAMPS now has to reapply for Healthy Schools status, which DGB would like to do. From the audit that has been carried out LAMPS is very strong in areas like sport, child participation in a variety of events and PSHE & C, but weaker in the area of food. Snacks for the infants were fine using the fruit and veg. provided, but some of the juniors were still bringing in 'junk' for snacks. DGB would like the emphasis to be on education rather than 'policing' healthy eating/snacking. DGB has arranged for Lyndsey Ormisher to come and do a presentation to the children/parents regarding healthy eating as a start to this process. A governor enquired as to the process of re-accreditation - DGB informed that an audit had been completed whereby the children were monitored at lunch and playtimes, also looking at what the school had achieved since last time. LAMPS then to address the aforementioned area of weakness and DGB then to apply for re-accreditation in the summer.

T. Dalziel arrived at 2020hrs.

32. EXTENDED SCHOOLS

Further to discussions at previous meetings and as one of the 'Activities' on the School Improvement Plan Management Schedule, DGB informed that he has arranged a meeting on 9th December with Miss Grabeck, the Senior Development Officer for Extended Schools. He has also received a detailed letter from Dowdales Secondary School inviting him to a meeting in January on the same topic. It would seem it is their intention to play a major role in the area, and possibly make provision for all their satellite schools requirements on their premises. Obviously it is very early days yet, but this would seem a very plausible solution to a school like LAMPS where space is at a premium and provision of extended schools would impact heavily on teachers pre and post teaching time in the class room. DGB will keep the governors informed as the situation develops.

33. TARGET SETTING

DGB circulated the annual confidential target setting information for the current year 5 group. As in previous years the targets are set using Key Stage 1 SATS results and teacher assessment from current work produced by the children. DGB further added that he had done these assessments prior to Fischer Family Trust statistics, but the outcome in fact had been the same. A governor asked why there were no targets for Science; it was explained that this is because there is no SAT for Science at Key Stage 1 just a teacher assessment, therefore there is no actual result to base a target upon. After discussion regarding various aspects of the targets and some anomalies all governors agreed to the targets that had been set, this was PROPOSED by S Fleming and SECONDED by M Brown.

34. REVIEW PERFORMANCE MANAGEMENT POLICY

The current policy had been issued with the agenda to allow prior study. After brief discussion all governors agreed that the Policy was still sound and the need for alterations unnecessary, apart from the date of review in the initial paragraph. PROPOSED: S Fleming,
SECONDED: M Brown. ACTION C PARTRIDGE

35. REVIEW SCHEME OF DELEGATION TO HEAD

An in depth discussion took place regarding delegation, culminating in all governors agreeing that the status quo be maintained which provides a sensible balance for the day to day operation of the school. The Clerk highlighted the fact that schemes of delegation used to be included in the Guide to the Law, but this is no longer the case. These had proved helpful in previous years and CP will research whether these are actually published any more.

ACTION C PARTRIDGE

36. BETTER WAYS TO SCHOOL

In the absence of C Humphreys there was no news on this topic, however a governor added that CH had intended to contact Roger Mallett, Cumbria Road Safety Officer, as detailed in the minutes of the meeting of 13.06.05, but wasn't sure if this had been done. (Minutes 13.06.05 - a meeting was to be arranged between R Mallett, DGB, CH and possibly one other governor to discuss LAMPS concerns regarding the speed limit passing the school, improved signage either side of the school etc.

ACTION C HUMPHREYS

37. GOVERNOR VISITS - UPDATE

A. Grace had attended the 'Weaving and Felt-Making Workshop', which had been very successful with some fantastic results from all groups. AG had been impressed with the way the children worked together to achieve their aims. AG added that she is willing to attend more of any such events if she knows in advance when they are occurring, so that she can alter her work schedule to suit.

P. Bishop has attended a French lesson and listened to some readers.

38. GOVERNOR TRAINING

A Child Protection Training session has been arranged for the staff/governors/playgroup, as previously mentioned, on Monday 6th February 2006 at 1900hrs.

C. Partridge is booked on Clerks Briefing session on the 8th February 2006.

39. TEACHING ASSISTANTS REPORT

T Garnett was unable to attend the meeting but submitted a report (copy attached), which was read to all governors.

40. SCHOOLS COUNCIL

A new School Council has been voted in with all elections now complete.

At this juncture in the meeting T. Dalziel, who was unable to attend the commencement of the meeting, gave a report of the meeting of the Building & Resource Committee.

27. FINANCIAL REPORT/BUDGET UPDATE

- Report of Building & Resource Committee

The committee had met two weeks ago and would like to report that the budget is running nicely, more money has been allocated to cover the imminent rise in the price of gas, also there is a slight rise in the amount allocated to staffing (drafted in from the Standards Fund) to cover the extra hours of Mrs. Hoekstra in Class 3 allowing DGB his obligatory Leadership time.

- Report of the Performance Management Meeting

- see Confidential Items

41. A.O.B.

1. see Confidential Items
2. DGB is in receipt of a job profile questionnaire regarding the role of the Clerk to the Governors, CP has also received the same. These questionnaires are to be completed as the first step in a process to try and enable Cumbria County Council to inform a local collective agreement for the employment of Clerks to Governing Bodies in Cumbria. They have requested the questionnaires be returned by 14.12.05.
ACTION: D BARLOW/
C PARTRIDGE
3. A request was made by S Fleming for any stories or poems etc. for the website. DGB informed that reports from both the Roman Visit and the Felt and Weaving Workshop were in hand and would be passed on for publication in due course.

42. CONFIDENTIAL ITEMS

See addendum.

43. DATE OF NEXT MEETING

Monday 23rd January, 2006 - 1900hrs at LAMPS.

The meeting closed at 21:05hrs