

**MINUTES OF A MEETING OF THE FULL GOVERNING BOARD OF**

**GILLAMOOD C OF E PRIMARY SCHOOL**

**HELD AT 7.00 PM ON TUESDAY 6th July 2021**

**VIA ZOOM**

<b>Present:</b>	
Andrea Hayes (AH)	Head Teacher
Jane Harper (JH)	LA Governor and Chair
Christopher Vowles (CV)	Parent Governor and Vice-Chair
Rev. Mark Brosnan (MB)	Foundation Governor
Victor Hall (VH)	Co-Opted Governor
Sally Brown (SB)	Co-opted Governor
Ann Glass (AG)	New Co-Opted Governor
Charlotte Pope (CP)	Staff Governor
Paul Normandale (PN)	Associate Governor
Claire Teasdale (CT)	Visitor (EYFS and KS1 Teacher)
Colin Clifford (CC)	Visitor (LA nominee)
Sarah Tyson (ST)	Clerk, NYCC

**PART 'A' – PROCEDURAL**

<b>Item No.</b>	<b>Item:</b>	<b>Action</b>
1.	<p><b>Welcome, Introductions and Opening Prayer:</b></p> <p>JH opened the meeting, welcomed everyone and thanked them for attending. JH welcomed CC to the meeting and invited everyone to introduce themselves.</p> <p>MB led the governing body in prayer.</p> <p>JH proposed that after the preliminary formalities in Part A were concluded the meeting move to straight to Agenda item 12 in Part B so that CT and CP could give their subject leader reports and leave the meeting. Everyone agreed upon this course of action.</p>	
2.	<p><b>Apologies for absence and to determine whether any absences should be consented to:</b></p> <p>Apologies for absence had been received from Sara Paxton. It was recorded that her absence was accepted.</p>	
3.	<p><b>To remind Governors of the need to declare interests, pecuniary or non-pecuniary in any agenda item:</b></p> <p>None declared.</p>	
4.	<p><b>To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection:</b></p> <p>To be notified as meeting progressed.</p>	

5.	<p><b>Notification of urgent other business previously notified to the Chair:</b></p> <p>No urgent business notified.</p>	
6.	<p><b>To approve as a correct record the minutes of the meeting held on 4th May 2021:</b></p> <p>The minutes of the meeting held on 4th May 2021 had been circulated in advance of the meeting.</p> <p><u>RESOLVED</u> that these be approved as a correct record and signed by the Chair, when next in school and a copy sent to ST</p>	JH
7.	<p><b>To consider matters arising from the minutes for which there is no separate agenda item:</b></p> <p>There were no other matters arising from the Minutes.</p>	
8.	<p><b>Governing Body Membership/Vacancies</b></p> <p>ST volunteered to send a copy of the signed minutes from 4<sup>th</sup> May to County and to the Diocese upon receipt from JH.</p> <p>*After the business on the agenda had been concluded CC left the meeting and after some discussion the governors voted unanimously to invite him to join them as LA governor from 1<sup>st</sup> September. ST to send a formal invitation from the board to CC.</p>	JH ST
<b>PART 'B' – SCHOOL IMPROVEMENT</b>		
9.	<p><b>Report from the Head Teacher – to receive and ask questions:</b></p> <p>A written report had been sent out in advance of the meeting.</p> <p>Six children will be starting at Gillamoor in September. Anticipated total number of children in the school for 2021-22 will be 42. (+3 from 2020-21)</p> <p>It has been a very busy Summer Term with a lot of educational visits and trips, plus lunchtime clubs and after-school clubs. All five year 6 pupils graduated from the Children’s University and the remainder of KS2 are working towards qualification. Transition days were cancelled due to Covid but staff from Ryedale School have visited the children and teachers are working through a booklet with the children.</p> <p><i>Question: Will we be offering a transition day for new starters?</i>  Answer: Yes – it is planned for new Reception children to visit school during the last week of term.</p> <p>AH said they are hoping to be able to invite parents to Sports Day too. We have tried very hard to do as much as possible in and with the community, whilst keeping everyone safe at the same time. The children are rehearsing for a school play and it hoped that there will be enough space for the governors to attend if they wish.</p>	

	<p>In September the aim is that every child in KS2 will have a Chrome book. Google Classroom is a useful tool, not just for remote learning and continues to be a valuable teaching aid out of lockdown. New batteries and hard drives have been added to the laptops to extend their lives.</p> <p><i>Question: Are there any behavioural issues with the children?</i>  Answer: Some children were a but 'bouncy' after lockdown. Socially there are issues but the main observation is a less independence.</p> <p><b>FINANCE:</b> Changing the caterers will result in a saving of £3,500 p.a. partially due to the fact that the school will be spending less to subsidise the cost of meals.</p> <p>£203.00 will be received for 60% of pupils eligible for Pupil Premium. This equates to 6/9 children at Gillamoor.</p> <p>The barrier outside needs painting and this is apparently a NYCC highways responsibility. SB said she would enquire about match-funding but it is hoped that Highways will pay for it in full. There is some other maintenance of the premises required and County have carried out an inspection already.</p> <p>VH volunteered to be the link governor for future Premises issues.</p> <p>Consideration is being given to an upstairs classroom and possibly a nursery.</p> <p><b>SIAMS:</b> An advisor from the Diocese visited in June and will return in September to act as a 'critical friend'. Inspections will begin again in the Autumn. Daily collective worship is taking place and the whole school visits the church each month with either Rev. Mark or Rev. Bridget. SIAMs SEF will be updated in the summer.</p> <p><b>SDP:</b> The school action plan was outlined in the headteacher report and a review of the SDP was shared before the meeting.</p>	
10.	<p><b>Pupil Data Update:</b>  In December, March and June the children sat PUMA and PIRA tests and a writing assessment. There have not been any SATS this year for year 2 and 6 children.  Full data will be in place once the standardisation of the PUMA and PIRA have been completed which is delayed by the publisher due to these being new tests. Once received the results can be uploaded to Fischer Family Trust to allow analysis and target setting.  AH acknowledged that the data was not brilliant (Year 6 was the strongest) but at least the staff knew where the gaps are. Going forwards Year 2 children will be working separately from the Year 1 children who will be with Reception and revisiting language and physical skills that were underdeveloped due to remote learning.</p>	
11.	<p><b>SEN Update:</b>  50% of children in Year 3 and Year 4 are on the vulnerable / SEN list and in receipt of interventions. There will be a more rigorous approach going forwards monitoring the effectiveness of the interventions on the</p>	

	intended outcomes. 12 vulnerable pupils and a further 18 receiving support due to Covid.	
12.	<p><b>Subject Leaders Presentation by CT (Numeracy Leader) and CP (Literacy Leader)</b></p> <p>CP explained that essentially the literacy is where it needed to be for KS1 and KS2 children. Since March there has been a big drive and initiatives have included Jolly Phonics, a sponsored read, a reading corner, investment in new reading scheme books and teaching spelling in a different way every day of the week with bespoke lists of new words for each child in their vocabulary dictionary. External moderators have agreed with the school assessments and 100% of children have achieved either exceeding or working at expected level. Staff are now referring to a 4-year plan that offers a framework but also leaves scope to be flexible so individual needs can be met.</p> <p>In EYFS a good percentage achieved greater depth but the impact of the pandemic was evident in some areas of the curriculum.</p> <p><i>Question: What is the spelling scheme and what does it entail?</i>  Answer: We devised it so it is bespoke but we were trained by Kelly Ashley.</p> <p><i>Question: How is handwriting?</i>  Answer: We use Letterjoin. Since returning to school in March the children have been writing in exercise books again rather than online. There has not been a noticeable drop off in writing stamina.</p> <p>CT said that they were focussing on problem solving and reasoning. The White Rose maths scheme was being used. It can be used online for children working at home as well as in the classroom. Everyday every child does 15 Minute maths so the skills are being constantly refreshed, the knowledge consolidated and not allowed to be forgotten. There is a focus on applicability of maths skills on enrichment days so the children understand its relevance to everyday. Times Table Rockstars is very popular and improves mental arithmetic. Luke Kelly (maternity cover for CP) will continue this work across KS2 children.</p> <p><i>Question: Are they enjoying other areas of maths apart from TT Rockstars?</i>  Answer: Yes. But the TTRs is especially popular and the children enjoy competing, creating an avatar and like to stay in at lunchtime if permitted and it is the most popular after-school club! Different resources are used to make the sums real. The concrete materials bring the mathematical concepts to life. E.g., Using a pizza for fractions work.</p> <p>After their presentations CP and CT were thanked by the governors and left the meeting.</p>	
13.	<p><b>Covid Catch-up Spending:</b>  The £900 Covid grant was clawed back as the school is not in a deficit budget.</p>	

13.	<p><b>Staff and Pupil Welfare:</b>  Staff are exhausted including AH but have worked very well together as a team and been mutually supportive. There has been a yoga session  <i>Question: Is there anything we can do?</i>  Answer: If the governors could pay for the tea and coffee, it would be an appreciated gesture.</p> <p>JH agreed that this was something the Governors could do for staff, perhaps through a cake stall. She acknowledged that it had been a very tough term, with lots of additional work carrying out risk assessments for every visit. Ah was to be congratulated for her immense effort.</p>	
14.	<p><b>Safeguarding Report</b>  There are no concerns about why children are absent, no bullying incidents or exclusions. Full checks have been completed on the maternity leave teacher.</p>	
15.	<p><b>Draft Vision Statement for 2021-22</b>  This had been drafted since the Training Day on 7<sup>th</sup> June and AH thanked everyone who attended. Parents (24) have now submitted responses to questionnaires. There is an on-going consultation process with pupils being the next to contribute. This will all result in a new Vision Statement and Values which permeate through the curriculum and SDP too.</p>	
<b>PART 'C' – RESOURCES</b>		
16.	<p><b>Chapel Update:</b>  A number of quotes have been received and the building work needs to be completed before the end of the lease at end of August. The trustees agreed to pay for 50% of works.</p>	
17.	<p><b>Health and Safety:</b>  Attendance has been generally good up until recently when AH has had to speak with a few parents about what constitutes an 'authorised absence'.</p>	
18.	<p><b>Governor Training:</b>  ST requested that governors please send to her the certificates they receive for the courses they have been on. CV did the recent Safeguarding course and AG has attended 4 courses recently.</p>	CV AG
19.	<p><b>Governor Monitoring Visit:</b>  AG had visited school and delivered a verbal report at the meeting. She met CT and saw the EYFS space and facilities. The children were not in class at the time of her visit. She understood that the online learning had been generally successful and she felt that the small class size was conducive to a peaceful learning environment and focus on individual development. AG was impressed with CT's enthusiasm and imaginative use of the outdoor space. She said that CT would like a 4-sided board. AH said that it might be able to be purchased through some of the PTA funds raised from a sponsored walk. There were no questions arising from the report.</p>	
<b>PART 'D' OTHERS</b>		

20.	<p><b>To deal with any matters agreed for consideration under item 5 above:</b></p> <p>ST said she could come into school in September to tidy-up the governance folder at no cost to the school.</p> <p>A date for the Governance Health Check needs to be agreed between AH, JH and ST.</p>	
21.	<p><b>How has this meeting impacted on the welfare and progress of our pupils?</b></p> <p>The governors were satisfied at the end of the school year that the school as a whole was in a good place given the circumstances of the previous 14 months. The children were safe and catching-up the learning gaps that had arisen due to Covid. Staff were aware of the work that needed to be done in the next academic year and had systems and long-term plans in place to help the children achieve their potential.</p> <p>The staff were being well led and working as a team. The governors are looking forward to being able to revisit the school and plans are in place to be more involved as link governors next term.</p> <p>A vision statement and SDP are in draft form and engagement with SIAMs is taking place.</p> <p>The school is gradually growing and timely and appropriate consideration is being given to practical and financial options to increase the physical learning space in the future.</p>	
22.	<p><b>Proposed Schedule of FGB meetings for 2021-22:</b></p> <p>7.00 pm on Tuesday 11th October 2021 (To be Clerked by ST)  7.00 pm on Tuesday 7<sup>th</sup> December 2021  7.00 pm on Tuesday 11<sup>th</sup> January 2022 (To be Clerked by ST)  7.00 pm on Tuesday 29<sup>th</sup> March 2022  7.00 pm on Tuesday 10<sup>th</sup> May 2022 (To be Clerked by ST)  7.00 pm on Tuesday 5<sup>th</sup> July 2022</p>	
	<p><b>The meeting closed at 9.30 pm.</b></p> <p>JH thanked all the governors for attending and wished them a good summer. She also thanked AH for her leadership of the school during a very challenging year. On behalf of the everyone she thanked AH for her dedication to the children and determination to give them an exciting and inspiring summer term and requested that their thanks were passed to CT and CP whose presentations and enthusiasm for their subjects had been both impressive and informative.</p>	

Item No.	Action	Lead
6, 8	To sign the Minutes and file a copy in school and to scan and email a copy to ST	JH
8	To send a copy of the signed Minutes to County and to the Diocese	ST
8	To send a formal invitation to CC	ST

15	To continue to write the vision statement	AH
16	To send the building quote for the chapel to AH	JH
18	To send to ST training certificates	CV AG