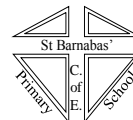


**Minutes of the Meeting of the
Governing Body of Heaton St Barnabas' CE Primary School
9 May 2013**



Meeting commenced at 7.12pm

Present: Mr I Grant (Chair), Mrs G Evans (Head), Mr I Ajeeb, Mrs J Allan, Mrs A Ashe, Dr J Dow, Rev M Fisher, Mr T Howorth, Mrs L Lephard

In Attendance: Mrs B Cormican, Mr P Baker, Mrs S Edwards (Clerk)

Rev Fisher led the meeting in prayer.

The Chair welcomed everyone to the meeting and introduced new foundation governor Jamie Dow.

60/12 Apologies for Absence

Apologies were received and accepted from Mrs Burnley and Mr Mahmood; Mrs Lephard sent apologies for late arrival.

61/12 Declarations of Interest

None.

62/12 Notification of any other business/agenda order variations

None notified at this point.

63/12 Minutes of 6/3/13 and 7/3/13

Mr Grant **proposed** the minutes of 6/3/13 as a correct record, **seconded** by Mrs Evans and **unanimously approved** by the Governing Body.

Mr Grant **proposed** the minutes of 7/3/13 as a correct record, **seconded** by Mrs Allan and **unanimously approved** by the Governing Body.

64/12 Matters arising from 6/3/13 and 7/3/13

6/3/13 Memorial suite A date for the opening of the IT suite has still to be arranged.
7/3/13, 5/9/12 The Co-op Trust meeting originally planned for 14/5/13 has been put back to **Tuesday 11 June**, 7.15pm at Future House.

7.22pm Mr Ajeeb entered the meeting

Irfan Ajeeb, new parent governor was welcomed and introduced.

65/12 HMI monitoring visit

Confidential item for governors only - see separate sheet

7.30pm Mrs Lephard entered the meeting

66/12 Headteacher's report

Matters arising from the Headteacher's report:

Targets A group of children who are not achieving a consistent level 4 in mock tests are receiving additional input on test technique and subject.

Key Stage 1 should exceed their targets despite very high mobility in one class.

Governors were pleased to see that every class has made good progress since December and two have made outstanding progress.

SATs will take place w/c 13 May, results will be reported at the July meeting.

Attendance & punctuality The numbers of holidays in term time has reduced however sickness absence has increased, this is mainly due to the 48-hour rule for diarrhoea and vomiting (which many other schools do not enforce). After discussion it was agreed to relax the rule and ask parents to make their own judgement regarding when to send their child back to school. The absence figures and any spread of infection will be monitored.

Roll Reception is not yet full for September on first preference

EAL Governors noted the changing pattern of EAL numbers, Mrs Evans explained that this correlates to the year the sibling rule was dropped, consequently pupils in Reception to Year 4 are generally more local to Heaton. There are fewer children with a first language other than English in these cohorts and less deprivation.

A governor commented that it can be difficult for some families to achieve the right balance between school work, going to Mosque and relaxation time for their children.

Action

Next meeting

- 67/12 Correspondence**
Confidential item for governors only - see separate sheet
- 68/12 Budget approval, 2013/14**
Finance Committee discussed and recommended the proposed budget in line with the staffing model as detailed in the minutes. Carry forward for 12/13 is £122k which is within the 8% limit (new 6% limit to be introduced next year).
Mr Grant **proposed** approval of the budget for 2013/14 and predicted budgets for 14/15 and 15/16, **seconded** by Mrs Ashe and **unanimously approved** by the Governing Body.
- 69/12 Co-operative Trust update**
An extraordinary meeting of the Governing Body will be held at Future House on **Tuesday 11 June** at 7.15pm to make a final decision on joining the Co-operative Trust as a Partner School, as many governors as possible need to attend (Mrs Ashe and Rev Fisher gave apologies in advance).
- 70/12 Committee reports**
Curriculum 19/3/13, No matters arising.
Curriculum 9/5/13, Minutes will be circulated as soon as possible.
Finance 28/3/13 & 2/5/13, Covered under min 68/12 above (also min. 72/12 below).
Performance Management 11/3/13, Ian Grant, Ann Ashe and Doug Lowes (SIP) reviewed Mrs Evans' objectives for last year and set new objectives.
- 71/12 Governor training**
Mrs Evans highlighted the governor Training Prospectus for the summer term and encouraged all governors to attend training which is appropriate to their roles.
- 72/12 Any other business**
*Committees & Named governors Amendments were **agreed**, see Appendix 1 for updated list.*
Confidential items for governors only - see separate sheet
- 73/12 Dates of next meetings**
Extraordinary Governing Body 7.15pm, Tuesday 11 June at Future House.
*Full Governing Body **7.15pm, Wednesday 17 July** (Mr Howorth gave apologies in advance)*

All

Meeting closed at 9.02pm

Signed by Chair as a true record: _____ **Date:** _____

Heaton St Barnabas' CE Primary School

Committee Members, Named Governors and Briefing Representatives, 2012/13

(Observers/advisors in italics)

Pay Policy (Working Party)

Mrs G Evans, Mrs J Allan, Mrs A Ashe, Mr I Grant

Pay Review

Mrs A Ashe, **2 vacancies**

plus the Head in advisory role

Buildings, Finance & Staffing

Mrs A Ashe (Chair), Mrs G Evans, Rev M Fisher, Mr A Mahmood, Mr T Howorth, Dr J Dow
Mrs B Cormican, Mr P Baker

Clerk: Clerk to the Governors

Curriculum, Pastoral, SEN and Admissions (inc.

Rev M Fisher (Chair), Mrs G Evans, Mr I Grant, Mrs M Burnley, Mrs J Allan,
Mrs L Lephard, Mr I Ajeeb *Mrs B Cormican*

Clerk: Clerk to the Governors

Pupil Discipline/Staff Discipline/Staff Grievance/Parental Complaints:

Panel members to be drawn from any non-school based governors as and when required

Appeals:

Panel members to be drawn from any eligible governors

Clerk: Clerk to the Governors

Performance Management (Headteacher review)

Mr I Grant, Mrs A Ashe

Named Governors

| | |
|-------------------------------------|---------------|
| SEN | Mrs M Burnley |
| Literacy | Mrs L Lephard |
| Numeracy | Mr T Howorth |
| Child Protection and Safeguarding | Rev M Fisher |
| Looked After Children/Pupil Premium | Rev M Fisher |
| RE and Worship | Mrs A Ashe |
| Able and Talented | Mrs J Allan |
| English as a Second Language | Mr I Ajeeb |
| School Meals | Mr I Grant |
| Health & Safety | Mr T Howorth |
| Equal Opportunities | Dr J Dow |

Briefing Representative

Mr I Grant

May 2013