



**CHESTERTON
COMMUNITY COLLEGE**

Chesterton Community College

Full Governing Body Minutes

5th March 2013

CHESTERTON COMMUNITY COLLEGE
MINUTES OF THE FULL GOVERNING BODY (FGB)
MEETING 5th March 2013

1. **Present:** Mark Patterson (Head) , Simon Peyton-Jones (Chair), Jim Warwick (Vice-Chair), Alistair Wayne, Steve Hampson, Nicola Von Schreiber, Katharine Hutchinson, Ayesha Tahir, David Carter, David Sharp, Roger Mann, Heidi Watters, Susannah Clements, James Strachan, Belinda Jones.

This meeting was quorate 15 Governors out of 19 present (2 vacancies). (Quorum is a minimum of 9 Governors)

In attendance: Wendy Palmby (Clerk)

2. **Apologies:** Mary Sanders, Kirsten Branigan and Andrew Kennedy.
3. **Welcome:** The Chair extended his welcome to all Governors present.
4. **Declaration of Pecuniary Interests:** None were declared.
5. **Register of Business Interests:** Simon Peyton Jones declared that he worked for Microsoft Research, as we would be discussing the "Tablets at Chesterton" under "Matters arising from the previous minutes".
6. **Minutes of the last meeting (13th November 2012):** These were agreed by all Governors present and signed by the Chair as a true record.
7. **Matters arising:**
 - **Admissions:** Susannah Clements, Mark Patterson and Mary Sanders met to discuss the current Admission arrangements at Chesterton. These were previously circulated to all Governors and the replies considered. It was decided that there was no good reason to change the existing arrangements, but that they would be reviewed on a regular basis in the future. The Full Governing Body (FGB) agreed with this decision.
 - **Tablets:** A letter with regard to tablets was due to be sent out to Yr 8 Parents in the next few days. This would be circulated to all Governors for their swift comments, before finalising. Governors were then asked if they could attend the next information evening for Yr 8 Parents on 14th March 2013 (7.00 to 8.30pm) and at least four said they would be able to attend.

All other actions from the previous minutes had been carried out.

- 8. Policies and Terms of Reference:** These had been through their individual committees and were previously circulated to all Governors prior to the meeting.

The following were all proposed by James Strachan and seconded by Susannah Clements and **approved and ratified** by all Governors present at this meeting:

- Trade Union Policy
- Cover for Teacher Absence Policy
- Handling Redundancy Policy
- Individual Terms of Reference for: Teaching and Learning, Personnel and Strategic Committees.

Full Governing Body Terms of Reference: Jim Warwick gave a summary of the new Terms of Reference for the FGB to the Governors present. It was explained that they had been written around our Articles of Association and the main issues had concerned membership. A short discussion followed with reference to decisions made virtually by a quorum of Governors. The Governors agreed these Terms of Reference subject to the amendments suggested.

Action: Jim Warwick to amend and send to Clerk for circulation to all Governors

The Chair thanked Jim for his work on this.

- 9. Appeals Meeting Statement:** The Chair of the Appeals committee, Mary Sanders, had asked for this statement to be read out in her absence.

"Roger Mann, Belinda Jones and Mary Sanders conducted an Appeals meeting against the dismissal for gross misconduct of a casually employed Sports Centre Party Leader on Friday 11 January, 2013. We were supported by EPM. After hearing statements from the Leisure Assistant and from the Principal, our discussions led us to agree that the dismissal for gross misconduct had been justified, and so the dismissal was upheld." Governors were also all notified virtually of this result.

Colleen Lehane joined the meeting at 8pm.

- 10. Governor Membership:** The Governors discussed a Parent Governor, Jim Warwick (Vice Chair) becoming a Community Governor and after a short discussion, all Governors present agreed.

- 11. Governors tutoring in school:** Following the schools requirement for additional tutors Mathematics, a Governor had expressed an interest in taking on this paid role. Going forward, it was agreed by all Governors present that it would be acceptable for a Governor to become a paid tutor within the school, provided a pecuniary interest was declared by the individual Governor should it arise.

12. Preparing For Ofsted: This item was lead by Mark Patterson (Head)

Mr Patterson explained the basic facts concerning an Ofsted inspection, confirming that we were due to have an inspection this year, either in the summer or autumn term. The process of an inspection was outlined with the timing involved.

The Governors asked about online "Parent View" on the Chesterton website and this was explained by Mr

Patterson. It was decided that Parents should be informed that there would be an Ofsted Inspection in 2013 and also encouraged to complete the Parent View online.

Action: Mark Patterson Mr Patterson stated that the views of Parents are frequently obtained at "Parents' Evenings".

The Governors then considered the RAISEonline 2012 document for Chesterton and the data it contained, to obtain an overall view of the school.

The Governors raised several questions on the data concerning:

- Results for Free School Meals Students (FSM), Value added groups and English as a first language groups.
- English, Maths and Science and the current strength in Maths and Science, compared with lower attainment in English Language.

There was discussion about the 2012 low results for FSM students both in English and more widely and how the Pupil Premium could be used to address this concern. Mr Patterson then went on to explain that all students who obtained a D in English this year had been offered the opportunity to re-sit the exam. Twelve students out of thirteen who re-sat this exam, obtained a C, one remained a D and one additional student improved her grade from a B to an A.

It was concluded that Intervention, currently given to **all** poor achievers at Chesterton, needs to include all **FSM** students, unless their progress and achievement are already outstanding.

13. A.O.B

Vertical Tutoring: Mark Patterson gave a short description of what this meant for Chesterton and how it would work. Vertical tutoring had already been discussed in the Personnel committee with regard to changes in the leadership structure. It had also been through the Teaching and Learning committee, who approved it as a concept and it is due to be raised at the Resources committee next week as it will be part of the budget rebuild for the summer term.

It was decided that the Vertical tutoring document circulated previously to the Teaching and Learning committee should be circulated to all Governors for their information and feedback.

The Governors then agreed to delegate the decision on this to the Teaching and Learning committee.

Action: Clerk to circulate Vertical Tutoring document to all Governors.

Heads Performance Management: All staff Governors left the meeting at this point and a confidential minute was taken.

14. Date of next meeting: This was agreed as Tuesday 7th May 2013 at 7.30pm in the Library.

The meeting closed at 9.45pm.