
Academy: Sparken Hill Academy
Meeting title: Spring term meeting of the governing body
Date and time: Thursday, 7 March, 2019 at 9.30 am
Location: At the academy

Membership
'A' denotes absence

	Mrs M Cutts (chair)
	Mrs C Middleton
	Mr M Burnell
	Mrs L Holmes
	Mrs L Hazlehurst
	Mrs S Sparks
A	Mr P Gawthorpe
	Councillor J Shephard
	Mrs A Phillipson (vice-chair)
	Mrs U Flower
	Mrs E Rodgers
	Mr R Lilley (Principal)

In attendance Mr C Richardson (clerk to the governors)

GB/1/19	Apologies for absence	Action
---------	-----------------------	--------

Apologies for absence were received from Mr P Gawthorpe (work).

It was

resolved

that the governing body consent to this absence.

GB/2/19	Declaration of interest
---------	-------------------------

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

Mrs Hazlehurst needs to complete the appropriate forms and Mrs Dashper is sorting this.

GB/3/19	Review of membership
---------	----------------------

The clerk highlighted the following vacancies on the governing body:

There are no vacancies on the governing body.

Mrs Middleton arrived at 9.40am

GB/4/19	Approval of minutes of autumn term meeting
---------	--

The minutes of the autumn term meeting held on Tuesday, 18 December 2018 having been previously circulated (**and subject to the following corrections being made**) were confirmed and signed by the chair.

Mrs Hazelhurst should read Mrs Hazlehurst in membership and apologies

GB/35/18

Mr Gawthopre should read Mr Gawthorpe

GB/38/18

Abeing should read being

Mr Lilley tehn should read Mr Lilley then

Seal bids form should read sealed bids from

GB/39/18

St5aff member should read staff member

GB/44/18

Sapphire Consulting dis a compliance should read did a compliance

GB/50/18

11.26pm should read 11.26am

Mrs Phillipson proposed and Mrs Flower seconded that they were a true record.

All governors in attendance **approved** them.

Review of actions

GB/38/18

All have been completed with the exception of the internet.

Mrs Cutts **challenged** asking when will we get the internet. Mr Lilley explained that the ICT provider Adam had gone to tender as virgin media will not talk directly to businesses.

Mrs Cutts further **challenged** asking if the school was coping and it was not having a detrimental effect on pupil progress and learning. Mr Lilley replied at the moment but we need the dedicated line as soon as possible.

Mr Lilley reported on the breakdown of the new minibus and it is now awaiting a part.

Mrs Cutts **challenged** asking if all appraisals had been completed and was informed they had.

Confidential - Removed

Confidential - Removed

GB/45/18

Confidential - Removed**GB/5/19****Receipt of minutes and approval of policies from committees and working parties**

The minutes of the AGM held on Tuesday, 18 December were presented and following a proposal by Mrs Cutts which was seconded by Mrs Phillipson they were approved by governors who were in attendance at the AGM.

There were no matters arising.

GB/6/19**Principal's/Headteacher's report**

The principal presented his report which had been previously circulated.

- Pupil numbers are up by 35 compared to same period last year. At present there are 546 on roll with a further 10 pending over the next week.
- Pupil admissions for September 2019, applications form 91 with 62 being first preference. It looks like F2 will be full in September at the Pupil Admission Number (PAN) of 75 and as only sending 52 to Y7 then there will be a nett gain.
- Achievement the biggest impact is the Accelerated Reader. The academy is going to look at using MyON as it has all the books digitally that are included in Renaissance, so needs costing out to see if it is cost effective.

Confidential – Removed

Minutes of the meeting where Streets presented the End of Year accounts were **approved** following a proposal by Mrs Rodgers that was seconded by Mrs Cutts.

Mrs Cutts thanked Mr Lilley for his report.

GB/7/19**Determination of admission arrangements**

This document had been completed and submitted to the LA.

GB/8/19**Update on appraisal process for Headteacher/principal and staff**

Mr Lilley updated the governors on staff appraisal reviews. The headteacher's review is at the beginning of April.

The appraisal governors are Mrs Cutts and Mr Gawthorpe. The external adviser is Ms D Litchfield.

GB/9/19**Information from the Corporate Director for consideration and action**

Nottinghamshire Safeguarding Children Partnership

The clerk highlighted this report and the actions for governors.

GB/10/19**Communication**

From chair

The chair reported she had received the EMH Chair's Winter Newsletter and highlighted articles in it that would interest governors.

From headteacher

Confidential - Removed

From clerk – Governor Newsletter

The clerk highlighted the spring term newsletter and articles that were pertinent to the governing body.

Mrs Cutts **challenged** asking how new governors got emails. She was informed that Mrs Dashper had this in hand.

GB/11/19

Report from training co-ordinator including review of governor training requirements for 2019

Mrs Rodgers informed the meeting that Mrs Holmes had completed both modules on Induction for New Governors.

Mrs Hazlehurst has completed one module of the induction training for new governors.

GB/12/19

GDPR

Confidential - Removed

Mrs Phillipson had completed GDPR monitoring visit and a written report was presented.

GB/13/19

Governor monitoring visits

Mrs Phillipson had completed Health and Safety monitoring visit and a written report was presented.

Mrs Cutts had undertaken an Attendance monitoring visit. A written report was presented. She reported that attendance had risen to 95.63%.

One trend that is appearing is children going on holiday in September and these absences not being authorised.

Mrs Phillipson challenged asking if the academy was considering taking the Friday and Monday around half term in October, like Portland Academy are doing.

Mr Lilley explained that no INSET Days had been considered yet but that Inset should be about staff development; not about making holidays convenient for parents.

Mrs Cutts congratulated Sheryl Harris and her team on improving attendance.

GB/14/19

Premises update

Mr Lilley reported that there was nothing at present, other than there was decorating to do and this would need to be budgeted for in the new budget.

GB/15/19

Evidence of governing body impact on school improvement and review of how the governing body has held the school's leaders to account

Governors challenge the Principal and Company Secretary regarding the budget and question why it is different from the budget setting, this usually done in the Finance and Personnel Committee Meetings.

They require plans prior to them agreeing any expenditure on how this will impact on the staff and pupils and are they in the long term interests of the academy.

Whilst they agree that lots is being done to improve the life chances of all pupils they still challenge asking for more e.g. attendance.

They monitor closely and report on their findings and challenge asking if actions have been completed and if not why not.

They **challenge** the spending on large items requesting impact on pupil progress prior to agreeing the spending.

GB/1819

Confirmation of dates for 2019

The governing body

agreed

Full Governors

Thursday 27 June 2019, 9.30am

F& P Committee

Thursday 6 June 2019, 9.30am followed by Audit Committee

SIP Committee

Thursday 13 June 2019, 9.30am

The following dates were **approved** for academic year 2019/2020:

Full Governors

Tuesday, 17 December, 2019 at 9.30am followed by AGM

Thursday, 5 March, 2020 at 9.30am

Thursday, 25 June, 2020 at 9.30am

F& P Committee

Thursday, 3 October 2019, 9.30am followed by Audit Committee

Thursday, 5 December 2019, 9.30am all governors to attend (Year End Accs.)

Thursday, 27 February 2020, 9.30am followed by Audit Committee

Thursday, 4 June 2020, 9.30am followed by Audit Committee

SIP Committee

Thursday, 7 November 2019, 9.30am

Thursday, 13 February 2020, 9.30am

Thursday, 11 June 2020, 9.30am

GB/19/19

Determination of confidentiality of business

It was

resolved

that all papers and reports be made available as necessary.

that the governing body membership list; confidential sections of the principal's report and confidential sections of minutes and all staffing matters be deemed confidential but that all other papers and reports be made available as required.

The meeting closed at 12.25pm.

Signed (chair) Date

