

Park House Primary School



FGB Minutes 19th January 2023 - 6pm

Agenda Item:		Lead by:	Actions:
FGB 01.23.01	Welcome/Apologies for absence/ Vacancies	<p>Present: S Kavanagh, M Dore, A Hukins, C Ellis, J Hardy, R Allen, L Smithies, C Stone, O Robinson, Z Thorpe</p> <p>Apologies: D Faulkner (work), D Daysh (work), M Stanhope (family)</p> <p>Clerk: J Swift</p> <ul style="list-style-type: none"> ➤ The Clerk reported that L Moore has decided to step down from the Governing Board. Governors wished them well and thanked them for their service. The Head is going to organise flowers and the Clerk will send a letter of thanks on behalf of the Governing Body. A Co-opted Governor vacancy now exists. ➤ The Governing Body agreed with asking J Hardy if they would like to move from an Associate Governor to a Co-opted Governor due to the vacancy. J Hardy in agreement and accepts with immediate effect. 	<p>Chair/Clerk</p> <p>Head – flowers Clerk – letter Clerk – to enquire after G. Smith</p>
FGB 01.23.02	Declarations of Business Interest and Business Interest Register	<ul style="list-style-type: none"> ➤ Headteacher Performance Management – S Kavanagh to leave the meeting. ➤ Value Basis 	Chair
FGB 01.23.03	Minutes of Previous Meetings	<ul style="list-style-type: none"> ➤ Minutes 10th November 2022 – Minutes read, agreed as a true record and signed. ➤ Minutes of 10th November 2022 Pay Committee – Minutes read, agreed as a true record and signed. 	Chair

Signed by Chair..... Dated:

FGB 01.23.04	Performance Management Committee/Headteacher Performance Management	<p>*CONFIDENTIAL ITEM*- S Kavanagh and C Ellis left the meeting</p> <p>➤ Headteacher performance management discussion.</p> <p>*CONFIDENTIAL ITEM* S Kavanagh and C Ellis returned to the meeting.</p>	Chair/Vice-Chair	
FGB 01.23.05	Governing Body Matters	<p>➤ Residential trips – Year 6 to Dukes Barn May 17th to 19th - Year 5 to Lea Green March 27th to 28th</p> <p>Governors approved both trips.</p> <p>➤ Then Head reported that the teachers would like the children to have more of a voice in the monitoring for subjects. The Governor Subject Links needs to be amended.</p> <p>➤ Governor for PHSE/RSE – D Daysh</p> <p>➤ Governor for Year 4 – L Smithies</p> <p>➤ Governor for Wellbeing – J Hardy</p> <p>➤ Governor for Languages – C Stone</p> <p>➤ Governor for GDPR - M Dore</p> <p>➤ Induction Training – 9th and 16th February 2023</p> <p>➤ Training – Courses pinned to the top of Governor Hub. Please can the Clerk have copies of all certificates obtained.</p>	Chair /Clerk	
FGB 01.23.06	Staffing	<p>➤ The Head reported that the caretaker is now in post in the mornings – Richard and the cleaner is in post for the afternoon - Christine</p> <p>➤ The Head reported that 2 members of staff had requested time off – 1 for a funeral and 1 to move house.</p> <p>➤ Value Basis – A Midday Supervisor has stepped up to TA for special needs children. A Midday is now helping with Breakfast Club due to the increase in numbers and staff ratio. Clerk to Governors stepped up to Caretaker/Cleaner hours. All approved by Governors.</p> <p>➤ Strike Action – The NEU is proposing 4 days of strike action in February and March. There are 2 options open to schools – 1 is the school closes to children or 2 school stays open</p>	Head	

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		<p>and uses supply teachers, sports teachers or remote learning. The Head is probably not going to know until the morning of the strike on the 1st February who is going to be striking.</p> <ul style="list-style-type: none"> ➤ The Head proposed 3 options for Governors to decide on the best one. ➤ Option 1 – School closes ➤ Option 2 – Keyworker children in ➤ Option 3 – Some classes in ➤ After much deliberation and discussion, the Governors agreed for a letter to go out to parents outlining that the school could be closed on 1st February, 1st, 15th and 16th March due to strike action so as to give them time to find provisional childcare. ➤ The Clerk on behalf of Catering advised the Head and Governors that Matlock are sending out a form asking for their intentions and with regard to free school meals on those days. ➤ Governors decided that if staff are striking the school will close and general work links will be provided for parents and children. All Governors Agreed. 		
<p>FGB 01.23.07</p>	<p>Headteacher Report</p>	<ul style="list-style-type: none"> ➤ The report was read. ➤ The Head reported that the EYFS data was low in 2021/22 due to the impact from Covid. ➤ A number of children have additional needs in EYFS. ➤ There are concerns with the Year 1 writing data as there are a lot of children on the cusp but that should reach the expected standard. ➤ The Year 4 writing at greater depth is showing 0% but 2 children should be in there. ➤ Year 3 maths is being looked at. ➤ Year 6 has only the teacher assessment data available. ➤ Year 5 data will look different next time as 2 children have left to join another school. ➤ The Head reported that a family had moved to the school 	<p>Head/Deputy Head</p>	

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		<p>but 1 of the children is an absconder and climber. Their attendance is at 34 – 37%. A lot of outside agencies are getting involved.</p> <ul style="list-style-type: none"> ➤ The data looks positive across the school. ➤ Admissions for Reception for September 2023 is currently 31 x 1st choice and 22 x 2nd choice. School are hoping to have a full Reception intake. ➤ The Government would like attendance to be 96% but it is currently 94.6% ➤ The school has randomly received more carbon dioxide monitors. ➤ The DFE has a funding for ventilation scheme, so the school has applied for 3 classrooms and the staffroom. ➤ There are a lot of late children so letters have been sent out to their parents. ➤ Safeguarding – 3 families are being monitored and 2 others have closed. <p>*CONFIDENTIAL ITEM*</p> <ul style="list-style-type: none"> ➤ Discussion over the LA questionnaire on academisation ➤ *CONFIDENTIAL ITEM* 		
FGB 01.23.08	Policies	<ul style="list-style-type: none"> ➤ Pupil Premium (Reviewed) – Agreed, adopted and signed ➤ Sports Premium – Agreed, adopted and signed 	Head	
FGB 01.23.09	Finance Report/Finance Benchmarking	<ul style="list-style-type: none"> ➤ The Finance report was read. ➤ The report is based on 28 children in Reception Class in September. ➤ The finance prediction over the next 4 years gradually declines. There is a predicted carry forward of £83,664 in 2022/23 leading to a deficit of £65,564 in 2025/26. <p>**Confidential item removed **</p> <ul style="list-style-type: none"> ➤ Funding has been applied for and received for SEND. ➤ The school is waiting for GRIP funding for 2 pupils worth 	Head	

Signed by Chair..... Dated:

		<ul style="list-style-type: none"> ➤ A parent has asked if they can pay for wrap around care after rather than in advance. S Kavanagh is worried that the school could end up debt chasing. The family have been asked to look to see if they are eligible for free school meals or to ask if their employer does vouchers. ➤ Governors are concerned that if exception is made for 1 family then it should be for everyone. ➤ The Governors advise the family to look at alternatives and do not agree to this request. ➤ On the benchmarking Park House is midpoint of the cluster schools. The expenditure is low and the school has less staff than other schools. ➤ The school income and expenditure are low. 		
FGB 01.23.10	Health and Safety	<ul style="list-style-type: none"> ➤ Doors are being repaired and new fobs will be required. ➤ The lighting issues in Year 2 have now been repaired. ➤ 3 interactive touch screens have been installed. 	Head	
FGB 11.23.11	Inventory	<ul style="list-style-type: none"> ➤ 3 whiteboards – Reception Class, Year 1 and Year 6 have been added to the inventory. ➤ A company has taken the old equipment away and they have been removed from the inventory. 	Head	
FGB 01.23.12	Correspondence	<ul style="list-style-type: none"> ➤ Letter from L Moore 	Clerk	
FGB 01.23.13	Any Other Business	<ul style="list-style-type: none"> ➤ Leaves on the street – Highways need to clean the street 	Chair	
FGB 01.23.14	Confidential Items	<ul style="list-style-type: none"> ➤ Finance ➤ Academisation questionnaire ➤ Headteacher performance management 	Chair	
FGB 01.23.15	What have we achieved tonight that will improve the outcomes for the	<ul style="list-style-type: none"> ➤ Security 	Chair	

Signed by Chair..... Dated:

	children in our school	<ul style="list-style-type: none"> ➤ Health and Safety ➤ Pupil Premium ➤ Finance 		
FGB 01.23.16	Date and time of next meeting	<ul style="list-style-type: none"> ➤ Thursday 9th March 2023 	Clerk	

Signed by Chair..... Dated: