

Park House Primary School



FGB Minutes 22nd June 2023 - 6pm Confidential Version

Agenda Item:			Lead by:	Actions:
FGB 06.23.01	Welcome/Apologies for absence	<p>Present: S Kavanagh, A Hukins, C Ellis, R Allen, C Stone, O Robinson, Z Thorpe, L Smithies, J Hardy, D Daysh</p> <p>Apologies: M Dore (work), D Faulkner (work)</p> <p>Clerk: J Swift</p> <ul style="list-style-type: none"> ➤ The Clerk welcomed C Stone and thanked her for chairing the meeting this evening. 	Chair	
FGB 06.23.02	Declarations of Interest	<ul style="list-style-type: none"> ➤ FGB 06.23.05 – A Hukins - Resignation 	Chair	
FGB 06.23.03	Governor Terms of Office/Training	<ul style="list-style-type: none"> ➤ Parent Governor – The recent ballot for a Parent Governor was unsuccessful. The letter will be re-issued on the 8th September and we will see where that leads. ➤ Position of Chair/Vice-chair – M Dore was proposed by R Allen and seconded by C Stone. As M Dore was not present the Clerk will contact him prior to the next meeting to see if he is willing to continue as Chair. ➤ C Stone and R Allen proposed each other as Vice-Chair. The Governing Body agreed for them to continue as joint Vice-Chairs. ➤ Dates for next year’s meetings – Governors approved ➤ New Parent request – A mother of a child in Septembers Reception class has shown an interest in becoming a Governor but cannot be nominated until the child has started at the school. This is one name hopefully for the coming ballot. 	Clerk/ Chair	Clerk

Signed by Chair..... Dated:

<p>FGB 06.23.04</p>	<p>Minutes of the Previous Meeting</p>	<ul style="list-style-type: none"> ➤ Minutes of Meeting – 27th April 2023 – Agreed as a true record and signed following a sentence amendment in FGB 04.23.04. ➤ FGB 04.23.02 – O Robinson reported that the DBS had been received. ➤ FGB 04.23.04 – The Head and Deputy reported that the SAT’s went very well. A Hukins thanked all the Governors who attended on the SAT’s days. ➤ FGB 04.23.06 – Budget- paperwork has been sent to Matlock. ➤ FGB 04.23.15 – The school will not be using students from Derby College this year for sports day, but thanked L Smithies for the offer. 	<p>Chair</p>	
<p>FGB 06.23.05</p>	<p>Staffing</p>	<p>*CONFIDENTIAL ITEMS REMOVED*</p> <ul style="list-style-type: none"> ➤ Governors agreed all of the above resignations. ➤ TA post – One of the TA’s is retiring at the end of the Summer. ➤ Mid-day Supervisor post ➤ Maternity Advert for Maternity Leave – Post to be advertised in September – Governors agreed ➤ Curriculum Duties – <u><i>A Governor asked about the cover for English Lead – the Head reported that the Deputy Head would have caretaking duties of English.</i></u> ➤ Classes will be Reception – Mrs Fidler/Mrs Mills Year 1 – Mrs Kelly Year 2 – Mrs Cook Year 3 – Miss Matthews Year 4 – Mrs Hopkins Year 5 – Mrs Reeve/Mrs Watkinson Year 6 – New Deputy ➤ Deputy Head ➤ Shortlisting – 5th July – S Kavanagh and R Allen ➤ Interviews – 12th July – S Kavanagh, R Allen and C Stone ➤ Teacher Training 	<p>Head</p>	<p>Head</p>

Signed by Chair..... Dated:

		<ul style="list-style-type: none"> ➤ Governors agreed ➤ Value Basis –Governors Agreed *CONFIDENTIAL ITEMS REMOVED* 		
FGB 06.23.06	Finance Report	<ul style="list-style-type: none"> ➤ The Head reported that there is a carry forward of £153,000 from last year. The next 2 years show a decline in the amount to carry forward but years 3 and 4 see a deficit. This could all change in the future. ➤ There are only 22 in the current Reception class which has an impact on the Budget, but we have 30 starting the new Reception class in September. ➤ Some TA hours may need to be reduced in the future to balance the Budget ➤ Extra funding that has been generated by children higher up the school will reduce as the children move on. ➤ A teacher has not been replaced this Year but that may change next year. ➤ There are a number of in year admissions. Year 4 has 6 children on the waiting list. 1 family has gone to appeal for this year group. ➤ 1 family due to start in Year 3 in September. Another family has looked around the school and would like their child to start in Year 3 in September. This would take the number to 32. Governors agreed but would like the number to not go above 32. ➤ Reception class has 30 new starters for September with 1 on the waiting list. ➤ <u>A Governor asked about the Teacher pay rise and the Budget – The Head reported that an uplift of 3% for teachers in 2023/24 and 2.5% for all staff in 2024/25 had been budgeted for.</u> ➤ <u>A Governor asked about uplift – The Head reported that it doesn't happen very often but it will come out of the school budget. However, strike action is asking for the Government to put some funds in.</u> ➤ The strike action on the 5th July needs to be confirmed by the Head. 	Head	Head

Signed by Chair..... Dated:

		<ul style="list-style-type: none"> ➤ The DFC has about £6,500 in. ➤ The school has had about £10,000 to spend on energy efficiency projects and the Head is considering replacing blinds in certain classrooms. The Visual Impairment Team are coming out to assess the school and we may be able to get funding from the LA for some blinds and other adaptive work. ➤ DFC has removed £6,000 for the Summerhouse. 		
FGB 06.23.07	Headteachers Report	<ul style="list-style-type: none"> ➤ The Head did an overview of the report. ➤ The school has secured funding of £9,000 from the English Hub for Little Wandle for phonics. The timetable will need to be moved around to accommodate this. ➤ Twinkl has not given the results that the school wanted. The Head reported that the books would need to be removed. <u>A Governor asked if they would be able to go to the secondary schools – The Head reported that Mrs. Robinson knew of a library that may take them. Another Governor mentioned about sending them abroad.</u> ➤ Year 2 have done well in their SAT's. ➤ Key Stage 2 results are not back yet. ➤ Data is looking strong. ➤ *CONFIDENTIAL ITEM REMOVED* Year 2 phonics retake ➤ A family who had poor attendance are due to start a new school next week. Attendance is now 95.32%. ➤ Late arrivals have reduced since Mrs. Ellis has sent out letters. ➤ Persistent absentee rate 14.8% last year now 7.96% this year. ➤ 2 families have gone to social care. ➤ A fixed term suspension has been issued. ➤ 3 quotes have been obtained for the summerhouse. SJ Wilde Construction was selected for best value – Governors Approved ➤ The kitchen move is being looked into as a feasibility study. ➤ The boiler house door needs some work to it, shelves in the hall need sorting for the Breakfast and After school Club, the 	Head	

Signed by Chair..... Dated:

		<p>walls in the staff toilets needs addressing and new fascia boards are needed above two main entrances. This work is planned to be done in the first 3 weeks of the summer holidays.</p> <ul style="list-style-type: none"> ➤ The football team got through to the district finals and came 3rd. 5 schools in total. ➤ Carolyn Brearley has met with S Kavanagh and Mrs. Mills to look at Geography and History and is very pleased with the work being done. ➤ The GDPR audit has some things still to complete but it is a work in progress. The DPO thanked the Head for the work on it so far. ➤ The School Improvement Plan is awaiting more details from Mrs. Cook and Mrs. Hopkins regarding evaluation of actions. ➤ SIP - Next year phonics, writing, curriculum and math's need to be worked on. 		
FGB 06.23.08	Policies	<ul style="list-style-type: none"> ➤ PSHE/RSE – read, signed and adopted ➤ SEND – read, signed and adopted ➤ Antibullying -read signed and adopted ➤ Part-time Teachers – read, signed and adopted ➤ Data Protection – read, signed and adopted ➤ Child on child abuse – read, signed and adopted 	Head	
FGB 06.23.09	Safeguarding	<ul style="list-style-type: none"> ➤ Single Central Record to be signed 	Head	
FGB 06.23.10	Health and Safety	<ul style="list-style-type: none"> ➤ No issues 	Head	
FGB 06.23.11	Inventory	<ul style="list-style-type: none"> ➤ Nothing 	Head	
FGB 06.23.12	Inset Days	<ul style="list-style-type: none"> ➤ September inset days for phonics training ➤ Reception Class will be part-time Wednesday and Thursday 	Head	

Signed by Chair..... Dated:

FGB 06.23.13	Correspondence	<ul style="list-style-type: none"> ➤ Resignations ➤ Pregnancy 	Clerk	
FGB 06.23.14	Any Other Business	<ul style="list-style-type: none"> ➤ <u>A Governor asked if the shed on the yard could have its appearance upgraded – to be discussed with staff.</u> ➤ <u>A Governor asked if the Reception play area could be tidier to give a better impression- plans in place</u> ➤ Copies of safeguarding certificates to the Clerk as soon as possible 	Chair	Head
FGB 06.23.15	Confidential Items	<ul style="list-style-type: none"> ➤ Staffing ➤ Phonics ➤ Suspension 	Head/Chair	
FGB 06.23.16	What have we achieved tonight that will improve the outcomes of the children in our school	<ul style="list-style-type: none"> ➤ Budget ➤ Staffing ➤ Policies ➤ Data ➤ School Improvement Plan 		
FGB 06.23.17	Date and Time of next meeting	➤ Full Governing Body meeting 14 th September at 6.00pm		

Meeting closed 20.20

Signed by Chair..... Dated: