

Whitby Community College - Minutes of the Full Governing Body

Date:	20 January 2011	Venue:	Conference Room	Time of meeting:	7.00pm
Present:	Keith Prytherch (KP), Richard Simpson (RPS), Janet Peake (JP), Jane Kenyon (JK), Ian Donald (ID), Gerald Dennett (GD), Elaine Spilman (ES), Heather Francis (HF), Garry Matthews (GM), Sandra Simmonds (SS), Adrian Wood (AW), Jackie Hunter (JH - Clerk),				
Apologies: FGB 10/26	Susan Boyd (SLB) and Jan Narey (JN) - Governors consented to these absences based on the reasons given.				
Agenda Item	Items discussed/action			Person(s) for action	Completed /Required by
PROCEDURAL					
Election of Chair and Vice Chair: FGB 11/01	RPS had been temporarily elected as Chair at the previous meeting with the expectation that the Governing Body would be re-formed due to Federation developments. However, this had not occurred and JK proposed that RPS remain as Chair. RPS agreed to Chair until the Summer Term and all were in favour.			All	20.01.11
Declaration of Business Interests: FGB11/02	No conflicting interests in any agenda item were raised.				
Membership Issues: FGB11/03	RPS informed Governors that a support staff governor (SC) had resigned.			The Clerk had informed the Local Authority	05.01.11
Minutes: FGB11/04	<p>The minutes of the previous meeting were approved and signed by the Chair. KP gave an update on the following matters arising:</p> <ul style="list-style-type: none"> • <u>Specialist School Status</u> – the procedures had changed regarding specialism; the College was now specialising in Science with Maths but there was no official Specialist Schools' title/status required to do this. • <u>Ofsted Inspection</u> – KP thanked the Governors who had been involved in the inspection process. The Governing Body wished to formally record their appreciation for everyone's efforts at the College to achieve the successful outcome. • <u>Bus Stop</u> – students were now using the bus stop on the College's side of the road and the system appeared to be working well. • <u>Languages</u> – GD's offer for support in languages would be followed up once decisions regarding the curriculum had been made, when the specifics of the White Paper became clearer. 			Chair Clerk to ensure that staff can access FGB minutes	20.01.11 Ongoing
SCHOOL IMPROVEMENT					
Federation: FGB11/05	The Chair summarised the developments to date following various joint planning committee meetings and discussions between the Headteachers. The planning committee had written Terms of Reference for a 'soft federation curriculum and staffing committee'. It was reported by KP that Caedmon and Eskdale Governors did not wish to form a hard federation and had voted in favour of the above.. On the whole, it was felt that the Local Authority staff managing the process had not led the three Governing Bodies effectively to allow the right decisions to be made for the young people of Whitby. Comments had been made that KP was perceived to be 'empire building' by some parties but many governors felt that this				

	<p>could have been avoided had the Local Authority taken more of a lead in the process. Governors debated the fact that, of all the stakeholders consulted about hard federation, only a handful of responses were negative. They believed they were accountable to deliver the outcome the community had shown overwhelming support for – hard federation.</p> <p>One Governor queried how the White Paper affected federation plans and the curriculum. KP tabled a paper summarising the options available to move forward, including Academy Status, which he had discussed with Cynthia Welbourn, NYCC's Director of Education (CW) and Anton Hodge, NYCC's Director of Finance (AH). KP had investigated the potential benefits of Academy status and the key points were summarised in his paper. Currently, he did not feel the benefits of converting outweighed the risks but a link had been emailed to governors to research the matter further if they wished. KP explained how converting could negatively impact upon other schools in the Local Authority. Some governors wished to explore the matter further and it was agreed that a small working group would form and report back at the next meeting.</p> <p>KP summarised how the curriculum would need to change to take into account the new English Baccalaureate. It would necessitate much work at Key Stage 3. KP expressed concern about the young people who had social and emotional difficulties which started before students arrived at the College. It was also important to reduce the impact of the transition into Key Stage 4.</p> <p>Following announcement of the Government's funding settlement, the Local Authority's Children & Young People's Service had to make savings of £39m and Post-16 funding would reduce significantly to align with Further Education funding. This, alongside a loss of the Educational Maintenance Allowance (EMA) for Sixth Form students, would result in a reduction of funding of about £170k for the College. These were compelling factors for the three schools to collaborate and share resources. However, because the other schools were currently reluctant to commit to hard federation, KP believed that remaining as a Confederation would be better than forming a soft federation that was likely to fail. JK spoke of the benefits gained by two schools in Scarborough through federation. CW had offered to talk to Caedmon and Eskdale's Governing Bodies. Governors felt this would be a positive move forward. One governor suggested that the Chair of any new Federation be appointed by the Local Authority and not be associated with any one school before their appointment. However, the three Governing Bodies were not at the right stage to request this.</p> <p>Governors discussed how the local community should be informed about the progress with federation following the end of the consultation period. Everyone wanted to update parents as soon as possible but it was felt that this could not be reported upon until CW had met with the other two Governing Bodies.</p> <p>Governors agreed that nothing less than hard federation was acceptable because this was in the best interests of the young people of Whitby and what had been consulted upon. Governors agreed that they did not wish to pursue academy status at the current time, although a small group would investigate the matter further to be able to make an informed decision in the future.</p> <p>Concern was expressed about the potential action the Local Authority could take regarding the Whitby secondary schools should the three schools not move forward in a way that was sustainable in the longer term.</p>	<p>AW, HFC, GD, ID</p> <p>KP to draft a brief update for WCC parents and check with CW before publishing</p>	<p>05.04.11</p> <p>ASAP</p>
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<p><u>Review/Approval of Policies:</u> <u>FGB11/06</u></p>	<p>The following items were approved:</p> <ul style="list-style-type: none"> • training days for the 2011/12 academic year on Monday 21 November 2011, Monday 19 December 2011, Tuesday 20 December 2011, Friday 6 January 2012 and Friday 4 May 2012 • the Examinations Malpractice Policy and Procedures (new) • the Cover Policy (updated) • the Sixth Form Admissions Policy (updated) • the Budget Management Policy (additional Annex) 	All	20.01.11
<p><u>Link Governor Reports:</u> <u>FGB11/07</u></p>	<p>The Chair had met PES regarding health and safety matters. Reviews had taken place in DT and Art & Design and progress had been made in addressing issues from the COSHH report. An external adviser had been in College that day to look at the transportation of substances between classrooms in Science and his recommendations were being investigated.</p> <p>The Chair had also been involved in the works being managed by Jacobs. It was likely that some of this work would have to be re-done because the fittings were substandard. KP had raised the matter with CW and AH. A staff governor reported on some issues with the ICT procurement process. It was recognised that Best Value was not being achieved through many of the projects managed by Jacobs and Schools ICT but the procurement regulations meant that it was difficult and often not possible to use other suppliers. Where it was possible, a lengthy tendering process and adherence to details regulations was involved.</p>		
OTHER			
<p><u>Chair's Actions/ Correspondence:</u> <u>FGB11/08</u></p>	<p>The Chair reported that a further letter had been received from Lord Normanby to say that the Trust was not in a position to provide any financial support to the College at the present time but they were supportive of the College's work. KP had sent a letter to thank him, enclosing a copy of the College's recent Ofsted report.</p>		
<p><u>Any Other Urgent Business:</u> <u>FGB11/09</u></p>	<p>The MASS Scheme – KP outlined the maintenance scheme, which was provided by the Local Authority, and the proposed change to this scheme. A parent governor queried the choices available and the consequences of pulling out of different aspects of the scheme. The works covered were discussed. Based on the report provided by PES and further debate, governors agreed to subscribe to the middle option (£43k), opt out of the external decoration scheme and give one year's notice to come out of the MASS scheme altogether.</p>		
<p><u>Confidentiality:</u> <u>FGB11/10</u></p>	<p>The Chair reminded governors of the need to keep all matters discussed confidential until the minutes were published. He would give a verbal report to staff on the outcomes of the meeting the following morning.</p>	Chair	21.01.11
<p><u>Date of next meeting:</u></p>	<p>The next meeting was scheduled for 5 April 2011 at 6pm, following a meeting with the Leadership Team at 3.40pm and a buffet at 5.15pm. The meeting will be subject to any Federation developments.</p>	All	05.04.11

Signed as a correct record by the Chair: _____ **Date:** _____