

St Peter's Catholic High School

Minutes of the Full Governing Body Committee held on Tuesday 23rd September
2014

Governors Present: Mr T Sweeney (Chair), Mr J Armson, Mrs C Chivers, Mrs A Doran, Mrs R Fisher, Fr. B Jackson, Mr C Hough, Mr L Houghton, Mr A McGlown, Mrs N McLaughlin, Mr R Morris, Mr S Nixon, Mrs K Pilkington, Ms G Smith, Mrs S Tunney.

Also Present: Mrs C Gaskell (Clerk to Governors).
Mrs H Pinnington (Deputy Headteacher)
Mr D Clegg (Wigan LA)
Mr C Williams (Liverpool Archdiocese)
Mr M Scott (Architect)

Pre-meeting up-date proposed New Build.

Mr Scott explained the process to date and the reasons for the proposed building and layout. The total budget for the project is £2.3 million. A portion of this amount is earmarked for the re-siting and then removal of the porta-cabins.

Governors requested a set of plans and more time to consider the options.

Mr Williams reported there is a public consultation arranged for Thursday 9th October, therefore a positive recommendation needs to be received before this date.

Resolved

Governors will study the plans and forward any concerns as soon as possible.

Governors also requested a timeline for the project.

Mr Clegg, Mr Williams and Mr Scott left the meeting at 7.00 p.m.

The meeting moved to the Conference Room, Mrs Gaskell photocopied sufficient sets of the plans.

Welcome New Foundation Governor.

Mr Sweeney welcomed Mr Clive Hough as a new LA Governor at St Peter's.

Mr Sweeney also welcomed Mrs H Pinnington Deputy Headteacher to her first Governing Body meeting.

Discussion on proposed New Build.

Mr McGlown reported the ground floor will consist of 3 music classrooms a Drama/Dance and PE suite, with a kitchen and dining area for older students. It is anticipated the ground floor space will be lettable which will increase revenue to the school.

The first floor will be 7 classrooms and it is proposed to accommodate R.E. and History in these rooms.

Q It was stated the roof would be constructed from 'steel'. Is it advisable to visit a Local school with this type of construction?

A Mr McGlown reported he has previously worked in such a school, and the only time the roof is a problem is in severe rain or hailstone.

Q Will the drains be external?

A Yes

Resolved

The concerns of the Governing Body to be reported by McGlown are:-
Sufficient car parking.

The construction of the roof and sound attenuation of the roof.

Security both internally and externally.

External doors need to be secure.

Is there sufficient storage.

1. Opening Prayer

Fr. Jackson opened the meeting with a prayer.

2. Appointment of Clerk to the Governing Body

Mrs Gaskell was confirmed as Clerk to the Governing Body.

3. Apologies for Absence

Mrs Cocker

Mr Corner & Mrs Oldfield were absent without apology.

4. Items to be considered under any other business.

Mr Sweeney reported – The reconstitution of the Governing Body.

5. Governing Body Review

a To confirm membership of Committees.

The membership of the Committees was confirmed unchanged.

Mr Hough agreed to join the Finance Committee.

b Appointment of Clerk to Committees

Mrs Gaskell was confirmed as Clerk to all Sub-Committees.

c Review of Governing Body ‘Code of Conduct’

After discussion it was agreed to re-adopt the ‘Code of Conduct’ unchanged.

Mr Sweeney reminded Governors of the need to keep the business of the Governing Body confidential at least until after the minutes had been accepted as a correct record.

d To review the Policy Statement on Public Access to Governing Body meetings.

The Governing Body agreed to keep the policy statement unchanged.

e Confirmation of appointment of Governors with specific responsibilities.

Chairperson – Mr Sweeney

Vice Chairperson – Mrs Chivers

Clerk – Mrs Gaskell

Directors Briefing Representatives – Mr Sweeney, Mr Houghton

Health & Safety Governor – Ms Smith

Link Governor – Mrs Pilkington

Special Education Needs and Disability – Mrs Pilkington
Vulnerable Children (Child Protection and Looked after) – Mrs Cocker.
Gifted and Talented – Mrs Chivers.

Resolved

It was agreed that in light of the requirement to reconstitute these appointments will remain.

f Confirmation of Governors' Eligibility

Forms were completed by all Governors present.

g Completion of Register of Pecuniary/Business Interest Form 2014-2015.

Forms were completed by all Governors present.

6. Headline 2014 GCSE exam results.

Mr McGlown reported these are just the headline results for information. The actual detailed results will be presented to the Student Progress/Curriculum Committee.

Mr McGlown reported these are a decent set of results in a changing environment. The rules regarding entry have been changed and the method of reporting results has also changed in the middle of routes through.

Mr McGlown circulated a document showing the results compared to previous years and explained the variations.

Mr McGlown reported SLT have started work with departments to analyse the results and produce an action plan for moving forward.

The triple science results are good. Core & additional science did less well. To address the issues will not be a quick fix. Science as a subject and the variety and method of exam entry is complex. The action plan will have different levels and each group i.e. Y11, Y10 and KS3 will have different solutions.

Communication with parents about Science exam entries will need to improve.

Q Can we have an up-date at each Governor's meeting?

A The detailed action plan will be discussed at Student Progress and Curriculum Committee, but an up-date can be included at each Full Governors.

7. Any other items of Urgent Business

None.

8. Any items of a Confidential Nature.

See item attached on a separate sheet.

9. Any Other Business.

Reconstitution of the Governing Body.

Mr Sweeney reported on the need to reconstitute the Governing Body. Legally this needs to be completed by September 2015, however, the Archdiocese have provided a timescale to reconstitute all their Governing Bodies and St Peter's proposed date is January/February 2015.

The recommendation from the Diocese is for a Governing Body of 12. Legally as a minimum there should be:

2 Parent Governors.

1 LA Governor

1 Staff Governor

1 Headteacher Governor.

Foundation Governors need to outnumber the rest of the Governing Body by 2 this would require 7 Foundation Governors.

All Governors need to complete a skills audit questionnaire, to assess if there are any gaps in the knowledge and understanding required to form an effective Governing Body.

Resolved

It was agreed this item will be placed on the Agenda of the next Full Governing Body meeting.

Mrs Gaskell will circulate the guidance provided by the Archdiocese.

Mr Sweeney declared the meeting closed at 9.00 p.m.