

St Peter's Catholic High School

Minutes of the Full Governing Body Committee held on Tuesday 16th
December 2014

Governors Present: Mr Sweeney (Chair), Mrs Chivers, Mr Armson, Mr Corner, Mrs Doran, Mrs Fisher, Fr. Jackson, Mr McGlown, Mr Nixon, Mrs Oldfield, Mrs Tunney, Mr Hough, Mr Morris, Mrs Cocker, Mrs Pilkington.

Also Present: Mrs Gaskell. (Clerk to Governors)

1. Opening Prayer

Fr. Jackson opened the meeting with a prayer.

2. Apologies for Absence.

Mrs McLaughlin e-mailed her apologies the next day.

3. Declaration of Business Interests.

No declarations were made.

4. Items of Any Other Business (to receive)

None.

5/6/7 Pay Committee:	<u>Action</u>
<p>Mr Chivers reported when the pay committee was constituted with Mrs Pilkington (Chair), Mrs Fisher and herself, terms of reference had been agreed, these terms of reference have been used to deal with all pay issues in school excluding the Headteacher. (See minutes of Pay Committee item 14c). After this initial meeting it was realised the Headteacher's pay had not been dealt with. Following numerous 'phone calls with Governors Services it was agreed the Terms of Reference did not give the Pay Committee delegated authority to deal with the Headteacher's pay. Also it is not 'good practice' to have the same members on the Pay Committee as on the Headteacher's Performance Management Panel. Therefore, Mrs Fisher and Mrs Chivers resign from the Pay Committee and two new members are required. Mrs Tunney and Mrs Doran volunteered to become members of the Pay Committee. The revised Terms of Reference require formal approval by the Full Governing Body.</p> <p>Resolved.</p> <p>The Governing Body approved the Terms of Reference including delegation to deal with the Headteacher's pay.</p> <p>The full Governing Body meeting was suspended at 6.40 p.m.</p>	

Mrs Pilkington, Mrs Doran, Mrs Tunney, Mrs Chivers, Mrs Fisher and Mrs Gaskell left the meeting to hold an extra ordinary Pay Committee meeting to deal with the one item of Headteacher's pay.

The meeting reconvened at 6.45 p.m.

Mr McGlown and Mrs Oldfield left the meeting whilst Mrs Pilkington reported on the outcome of the Pay Committee's recommendation.

Mrs Pilkington reported on the deliberations of the Pay Committee and the decision made by the Headteacher's Performance Management Panel.

The recommendation being 1 incremental pay point progression for the Headteacher with effect 01/09/2014.

Resolved

Governors noted this recommendation.

Mr McGlown and Mrs Oldfield returned to the meeting.

Mrs Pilkington informed Mr McGlown of the outcome of the Pay Committees decision.

8. Reconstitution of the Governing Body

Mr Sweeney reported he has attended meetings with the Archdiocese regarding this process.

Mr Sweeney reported the Governors need to formalise the arrangements and agree the membership after reconstitution.

The model strongly recommended is:

1 – Headteacher Governor

1 – Staff Governor

1 – LA Governor

2 – Parent Governors

7 – Foundation Governors.

Following recent resignations the only category which still has excess members is Foundation Governors.

Once the timeline has been agreed the Archdiocese will decide which Foundations Governors will be appointed.

Mrs Tunney asked if the two resigning Governors had received a letter of thanks from the Governing Body.

Mr Sweeney reported he had written to them both.

Resolved.

After discussion it was agreed the proposed structure will be adopted and that reconstitution will take place at the next Full Governing Body meeting of the 31st March 2015.

9. Headteacher's Termly Report on School Improvement.

Mr McGlown circulated a copy of an updated Raise on-line report following the re-marking of various GCSE subjects.

Mr McGlown also circulated a copy of the 'fft aspire governor dashboard' .

Mr McGlown reported the headline figure for St Peter's is now 80% 5 A*-C which is the highest in Wigan.

Mr McGlown asked if there were any questions on the report.

Q. What does '95% confidence interval' mean?

A. The confidence interval represents the statistical 'weight' of the figure for value added and gives a guide to the degree to which one can draw wider conclusions from the figure. It relates to the number of students in the sample. For example; we only had 1 student whose first language was other than English. They achieved a value added of 1049.4 which is exceptional. However the confidence interval is 143.7 which suggests that it would be unwise to rely on this figure to draw conclusions about the progress of students with English as a second language. There were 193 students in the year and the value added figure for these was 1022.1 with a confidence interval of 10.3 which means that we can be secure that the school performed very well in terms of value added across this cohort.

Mr McGlown reported he did not want to go into details on the areas of improvement, but that each department will be different.

There is a clear development focus in Science which has previously been raised as a concern, however progress results in Science are good compared to National rates of progress.

Mr McGlown wished to thank Mark Keating who steps down as a Deputy with effect 31/12/2014.

Q. Are we sure our website is compliant?

A. Following 'help' from the LA in the form of a list of requirements St Peter's is now compliant.

Please note on the front page there is a link to 'Key Information' Governors please be aware where this is and what is on it.

10. Progress report on Delegated Budget 2014/2015

Mr Sweeney reported the budget has been scrutinised by the Finance Committee. The budget is on target.

11. Archdiocesan Annual Report 2013/2014

Mr Sweeney reported this is a report for information.

Mr McGlown reported the Archdiocese are trying to provide more support to all the schools under its jurisdiction. The Diocese has been split into 3 cohorts and St Peter's is part of the Eastern cluster and Mr McGlown is Chair.

Paul Greenall is Secondary Partnership Director for the Whole Archdiocese and St Peter's is supporting him with website help and some admin help.

Resolved

Governors are eager to support other Catholic schools without detriment to St Peter's.

12. Reports from Link Governors

Special Needs – Mrs Pilkington – not able to report due to the sickness of Mrs Hartley.

Link - Governor Training – Mrs Pilkington – reported she had attended the training which was mainly about reconstitution which has already been covered.

Child Protection – Mrs Cocker – reported she has met with Mr Bromelow this term, the Child Protection Policy has been updated, all staff have completed Child Protection training.

Mr Bromelow has also provided a report.

8 cases referred to social care team.

3 cases of self-harm issues.

Gifted & Talented – Mrs Chivers – Mr McGlown spoke about this item.

Mr McGlown reported he has a plan which he is looking to implement to involve more Governors in this by linking Governors to members of SLT. Mr McGlown reported he will have more details next term.

Health & Safety – Vacant –

Director's Briefing – Mr Sweeney – Mr Sweeney reported he had attended the Archdiocesan briefing. The concerns of the Archdiocese surround:

Support for vulnerable schools.

Not enough teaching schools

Leadership development.

Mr McGlown reported St Peter's is part of the Catholic Schools

Direct which currently has 30 students they are training.

13. Governing Body Minutes

a Minutes of the meetings of 8th July and 23rd September 2014 and matters arising.

The Governors agreed and Mr Sweeney signed the above mentioned minutes.

b Authorise publication in accordance with the School Governance (Roles, Procedures & Allowances)(England) Regulations 2013.

Governors agreed to the signed minutes (minus the confidential items) being published on the school website.

Mrs Gaskell will arrange.

c Matters Arising

None.

14. Committee minutes (for information)

a Premises Health & Safety 07/10/2014.

b Personnel 21/10/2014

c Pay Committee 21/10/2014

d Student Progress & Curriculum 11/11/2014

e Pay Committee 11/11/2014

f Finance 02/12/2014

Governors noted these minutes.

15. Matters arising from the Committee Minutes

a Premises Health & Safety

Mr Sweeney asked if the trips are affordable?

Mr McGlown reported St Peter's offer differing priced trips.

Mrs Doran reported the time allowed for payment is longer for the most expensive trips.

Mr Sweeney asked if the price of the Ski trip could be compared to Europe instead of USA.

Mr McGlown reported it is hoped to produce a 'booklet' with all probable trips in at the start of the year to enable parents to choose which trips they will be able to allow their children to access.

Q. What is the Belgium Centenary Enrichment prize?

A. A prize won by a student in school, the prize allows for the winner to take a friend and Mrs Campbell will accompany them.

b Personnel 21st October 2014.

Q. Does St Peter's follow the Wigan working pattern. And does this help the feeder Primary schools?

A. Yes St Peter's follows the Wigan pattern, which helps those Primary schools which also follow this pattern.

Q. How is Mr Keenan doing following his RTA?

A. Mr Keenan is still off but hoping to return on a phased return during January.

16. Approval of School visit.

PE High Adventure.

French Language Immersion.

Belgium Centenary Enrichment

Cynfed Flame Conference.

Duke of Edinburgh expeditions.

Sports Tour.

Theatre Trip Stratford.

Speaking Spanish in Murcia.

Y7 Paris Trip.

Retreat Savio House.

Resolved

Governors approved the above mentioned trips.

17. Any other Business

None.

18. Confidentiality:

None.

Mr Sweeney declared the meeting closed at 8.05 p.m.