

# fortismere

## Minutes of the Governing Body Meeting Monday 19<sup>th</sup> June 2017 at 6pm Conference Room, South Wing

**Governors present:** Mark Chapman (*Chair*), Pat Dugdale, Stephen Dunmore, Joseph Ejifor, Peter Fawcett, Helen Glass (*Headteacher*), Alan Johnson, Jan Monsen-Elvik, Wendy Sloane, Cara Williams

**Staff attending:** Jo Davey, Zoe Judge (*Deputy Headteachers*)

**Clerk:** Sam Murray

### 1. Welcome and apologies

Apologies were received and accepted from James Skuse.

### 2. Declaration of interests

There were no meeting specific declarations of interest from those present. Governors were also reminded to inform the Clerk of any changes to their business or pecuniary interests so that the register can be kept up to date.

### 3 Membership update

Governors received an update on membership including current terms of office and vacancies. The parent governor election planned for March had not taken place as only two nominations were received for the three vacancies. Mark Chapman and Cara Williams were reappointed as parent governors for a further four-year term. At the end of her term as a parent governor Pat Dugdale was appointed as a co-opted governor on the basis of her skills and experience. The remaining vacancy for a parent governor will be advertised in the autumn term.

**Action: Recruit new governors to fill vacancies in the autumn term.**

Stephen Dunmore has decided to leave the governing body at the end of the current academic year. Governors and staff thanked him for his valuable contribution and commitment to the school.

### 4. Governor training and development

Governors were reminded to share feedback from any training attended with the clerk. Governors were reminded to check the Haringey Governor Services Training website for training and development opportunities.

Governors **agreed** to defer in-house training on exclusions until after the behaviour review is completed.

### 5. Minutes of the last meeting

Minutes of the meeting held on 6<sup>th</sup> March 2017 were **agreed** as an accurate record and signed by the chair.

### 6. Matters arising from the last meeting

6.1 Competency Framework for Governance – Chair thanked those governors that had completed the questionnaire. Governors **agreed** to put this process on hold until later in the year.

## **7. Headteacher's report**

The Headteacher's report updated governors on progress against the Balanced Scorecard indicators including:

The College review had been completed and a summary of findings was shared with governors. The Curriculum committee will review the full report at its second meeting of the autumn term. The next reviews in the cycle will be LINC and Key Stage 5.

**Action: College review to be presented to the Curriculum committee in the autumn term.**

Attendance is slightly below the target of 97% but staff are working hard to reach this challenging target.

Exclusion data was shared with governors and shows an increase in the number of fixed term exclusions (FTE). A number of students were causing concern by having repeat FTEs. HG outlined measures to meet the needs of some vulnerable students in relation to their behaviour. Some students admitted through Haringey's In-Year Fair Access Panel have generated significant challenges in terms of behaviour management.

ZJ updated governors on the Behaviour Review currently taking place and advised that exclusion was part of the remit of the review. One of the new Director of Learning (DoL) posts will focus on vulnerable groups including students having repeat FTEs. ZJ advised that the review findings will be shared with the Curriculum committee and any subsequent recommendations for changes to policy and procedures would be shared with the full GB.

**Action: Behaviour review findings to be presented to the Curriculum committee in the autumn term.**

Governors received data on standards and progress. HG advised that the school are optimistic about outcomes but it has been harder this year to work with the data given the changes to Progress 8 and the new 1-9 grade English and Maths exams. Data comparisons will also be harder but it will be the same for all schools. Key stage 5 data also looks secure at this stage.

Governors asked about progress of different ethnic groups. HG reported that the Curriculum committee scrutinise the data in more detail and look at performance by different groups. The Curriculum committee has identified specific groups to monitor. ZJ advised that the school is part of a Haringey group addressing achievement of ethnic groups in the borough and is working on a strategic handbook for schools. Governors requested feedback on the project at a Curriculum committee meeting.

The Chair noted that this was HG's last meeting and thanked her on behalf of the whole governing body for her commitment and contribution to the school over the last seven years.

## **8. Communications update (Jo Westley)**

Governors had received a written report from JW setting out progress made in this area. Any comments or questions should be emailed to JW. Governors discussed how staff inform JW of items for the website including how more could be made of positive stories, activities, student achievements etc on the website.

### **8.1 Parent Forum Feedback (WS)**

Meetings of the Parent Forum and a Governors' Surgery had taken place. Senior staff had attended. Feedback from parents has been positive. About sixty parents attended the Forum and ten parents attended the Surgery. Minutes of the Forum are on the website.

### **9. Resources committee report**

The chair gave a verbal report as per the minutes of the meetings circulated to governors. The committee had scrutinised the draft budget in detail and **recommend approval** by the full GB meeting. The full GB meeting **agreed** the budget. The chair also highlighted that the Haringey Appraisal policy (previously **agreed** at full GB meeting in Oct 2016) would apply from the start of the new academic year Sept 2017 onwards.

### **9.1 Appointment of Fundraiser**

Governors discussed whether to try to move forward with this again and possible different models of working. Governors **agreed** that the school should explore this again with a view to making an appointment. Jo Davey and Anne Keogh to lead on this. Governors **agreed** that Fortismere branding needs formal agreement before fundraising activity takes place. HR advice must be sought on the appointment and the contract offered. Governors **agreed** that work on a Fortismere Alumni should be a priority for the person appointed.

**Action: JD and AK to lead on appointing a fundraiser**

### **10. Curriculum committee report**

The chair gave a verbal report as per the minutes of the two meetings circulated to governors. The meeting in March 2017 focused on special educational needs, LINC provision and the pupil premium. The committee will follow up plans for a LINC review. The meeting in May 2017 focussed on behaviour and attendance and discussed the planned behaviour review. The committee will follow up the findings of the review at a later meeting.

### **11. Physical Resources committee report**

The chair gave a verbal report as per the minutes of the meeting circulated to governors. The committee continued to monitor the ongoing maintenance of the school site. Discussions with Haringey continue in relation to the possible site development project.

### **12. Full GB meetings 2017-18**

Draft dates for meetings were circulated to governors

*Part one meeting closed*