

# fortismere

**Minutes of the Governing Body Meeting  
Monday 12<sup>th</sup> March 2018 at 6pm  
Conference Room, South Wing**

**Governors present:** Mark Chapman (*Chair*), Jo Davey (*Co-headteacher*), Pat Dugdale, Joseph Ejiofor, Peter Fawcett, Zoe Judge (*Co-headteacher*), Alan Johnson, Ian Macaulay, Jan Monsen-Elvik, Wendy Sloane

**Staff attending:** Florence Fineberg (*Assistant Headteacher*), Kirsten Sullivan (*Deputy Headteacher acting*)

**Clerk:** Sam Murray

A **presentation** by Miriam Clark (*Head of Fundraising & Development*) preceded the meeting. Governors had received a copy of the presentation.

The presentation sent out work so far including: development of an alumni network, stakeholder consultation, identifying sources of grants and funding and raising the profile of fundraising within the school. Issues identified as possible barriers to fundraising included a mindset that the state should pay for education resources, an increasingly competitive market with more schools doing the same and a lack of strategic focus in relation to prioritising projects.

The presentation set out a five point approach: financial transparency in terms of the needs of the school; a strategic approach to purchasing and fundraising; a reduction in the support for other charities; development of fundraising objectives; and the creation of supporter profiles. Supporters prefer to fund specific projects and see progress being made. Creating campaigns for different types of projects and matching those to supporter profiles will give the best outcomes. Current parents may fund a general shortfall but this approach won't work with external funders.

Governors discussed the presentation including: how to prioritise projects; how to work with FSA; how best to communicate with stakeholders and how to show progress in terms of spending parental voluntary contributions.

Governors agreed that too many parallel initiatives will make it difficult to maximise income for the most important projects so creating a list of priorities is essential. Governors would like to explore if Fortismere can raise significant funds from corporate donors.

**Actions agreed:**

- To be more explicit with the fundraising strategy and to develop the website to outline the current projects and show (including visually) progress against targets.
- To focus initial fundraising projects on student well-being.

- To develop the Standards bucket as set out in the presentation.
- The Resources Committee will monitor fundraising and report to the full GB.

Governors thanked Miriam for her presentation. *M Clark left the meeting*

### **1. Welcome and apologies**

Apologies were received from Nigel Linton.

### **2. Declaration of interests**

There were no meeting specific declarations of interest made by Governors present. Governors were reminded to inform the Clerk of any changes.

### **3. Membership update**

Governors received an update on current membership of the GB and noted the vacancies. The vacancies have been advertised on external recruitment websites and there has already been some interest.

Governors noted that Nigel Linton and Ian Macaulay were elected as parent governors for a four-year term of office until 3 Jan 2022.

### **4. Governor training & development**

Governors shared feedback on recent training attended including:

SEND training

New governor induction

Financial scrutiny

Exclusions guidance update

BME conference

Governors were reminded to share any training material with the Clerk for circulation. Governors were reminded to check the Haringey governor website for details of training courses and briefings.

### **5. Minutes of the last meeting held on 13 November 2017**

Agreed as an accurate record and signed by the Chair.

### **6. Matters arising from the last meeting**

School/governor communications protocol – On-going with JE

### **7. Co-headteachers' report**

Governors had received a copy of the Co-headteachers' report. Governors discussed the report contents including:

- **Offer numbers for year 7** in Sept 2018 – the distance cut-off was 0.54 miles which less than last year. First preference figures were higher than last year.
- **Attendance figures** were considered – governors discussed the data which was slightly below target. Co-heads outlined the strategy being led by SLT to strengthen the monitoring and recording of attendance.
- **Staff absence** data was scrutinised by the Resources Committee at its last meeting. KS gave a verbal update to the GB on the main reasons for absences. Governors asked if there were any concerns or negative trends in relation to

absence. KS outlined the processes for tracking absence and raising concerns at department and SLT level.

- **Continuing professional development** – figures for in-house and external training were considered. Genie is a very useful tool for linking CPD and appraisal targets and Co-heads want to ensure that staff are using it to its full potential. The focus is currently on providing high quality in-house CPD.
- **Behaviour and exclusion** data was shared – there were no permanent exclusions to report. Fixed term exclusions since the start of term (31). Governors requested that future data include students receiving repeat exclusions. Co-heads outlined a shift in practice to include increased use of alternative sanctions and external agencies in relation to behaviour management.
- **Behaviour policy** – a number of minor amendments have been made to the policy following the Ofsted visit in December 2017. Governors **agreed** the amended policy. Parents will be alerted to the changes.
- **Standards data** - shows projected figures based on most recent mock exams. Governors agreed that the figures look promising. Key stage 5 figures - show an average predicted grade B. BTEC students are also doing well.
- **Curriculum subjects** - KS4 Engineering option is very popular. KS5 Music has no class for Year 12 Sept 2018. Governors **agreed** that the Curriculum committee should explore the take up of music.  
**Action: Curriculum committee to explore take up of KS5 music (Co-heads/MC)**
- **Safeguarding** – Figures were shared with governors. ZJ and Andy Ward (Assistant headteacher) had taken part in the recent Haringey Joint Targeted Area Inspection. An inspector visited the school to look at communication between different agencies and to focus on a case study for inspection. Feedback to the school was very positive and provided some useful learning points.
- **Community cohesion** - Co-heads are reviewing how communications is delivered and staffed and would like to gather feedback from parents on the effectiveness of the Parent Forum as part of that process. Governors **agreed** that Co-heads and WS would discuss how to approach this next term.  
**Action: Co-heads and WS to gather feedback on the effectiveness of the Parent Forum next term (Co-heads/WS)**
- **Complaints** - One formal complaint had reached stage four (governors) and two complaints at stage three (headteacher).

## 8. Ofsted visit Dec 2017

Following the Ofsted visit in Dec 2017 SLT have agreed priorities in relation to:

- Behaviour policy – ensuring this reflects the strategies and adjustments that are in place to support students with SEN and/or disabilities.
- Single central record – to review how this is managed and to streamline processes.

Relevant committees will review progress.

## 9. Resources committee report

The chair gave a verbal report as per the minutes of the meeting held on 28<sup>th</sup> February 2018 circulated to governors including:

- Update on income/expenditure and progress against the deficit recovery plan – figures are on track and revised as budget information becomes known.
- Schools Financial Value Standard (SFVS) – AK had updated this as part of the annual review of the document and the committee **recommends** approval by the full GB. **The SFVS was approved by the full GB.**
- Financial scheme of delegation - AK had updated this as part of the annual review of the document and the committee **recommends** approval by the full GB. **The Scheme of delegation was approved by the full GB.**
- Lettings charges had been reviewed by the committee and price increases agreed.

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

The chair gave a verbal report as per the minutes of the meeting held on 29<sup>th</sup> Nov 2017 circulated to governors:

- Discussion and scrutiny of data on target groups and vulnerable student groups.
- Pupil premium impact report considered.

The chair gave a verbal report as per the minutes of the meeting held on 31<sup>st</sup> Jan 2018 circulated to governors:

- External benchmarking data considered to confirm our understanding of strengths/weaknesses
- Key stage 3 data considered
- Key stage 4 science pathways discussed

#### **11. Admissions committee report**

The chair gave a verbal report on the meeting as per the minutes of the meeting held on 8<sup>th</sup> Jan 2018 circulated to governors:

- Medical/social applications and address of convenience cases for Sept 2018 entry agreed
- Final ranking of applications for Sept 2018 entry agreed

#### **12. Physical Resources committee report**

The chair of the meeting gave a verbal report as per the minutes of the meeting held on 1<sup>st</sup> March 2018 circulated to governors including:

- Term-time only nursery places for staff agreed
- Thank you to staff for extra efforts to keep school open during snow.

#### **13. Date of next meeting**

18 June 2018

*Part One Meeting closed.*