

THE VILLAGE SCHOOL – MINUTES OF THE GOVERNING BODY MEETING

Wednesday 4th July 2018, at 6.15pm

Present

K Charles(KC)
J Cooper(JB)
R Davey (RD)
O Ayyadi (OA)
A Lerner (AL)
E Gbajumo(EG) 6.45pm
P Webber (PW)
D Oti (DO)
S Mohammed(SM)
H Morris (Chair for this meeting)
R Khurana 6.30pm

The meeting was quorate

In Attendance

D Groves (DG) Consultant	H Farrington(HF)	Deputy Head
Jo Sattaur (JS) Clerk,		

Apologies - S Kabir (SK)

Absent - None

Resignations - None

The meeting commenced at 6.15pm.

K Charles advised that a member of staff who had a terrible road accident is now back at work after a year of absence. Risk assessments have been completed.

1. Welcome by the Chair

The chair welcomed all to the meeting.

2. Apologies for absence

Apologies were received from S Kabir. The apology was accepted.

3. Declaration of interests for this meeting

There were no declarations of interest for any items on the agenda.

4. Academy/MAT update

Documents for approval and recommendations to be agreed.

The following documents had been circulated in advance of the meeting.

- Developing Compass Learning Partnership report.
- Scheme of Delegation
- Trade Union Terms of reference
- Establishing a Trustees agreement

Developing Compass Learning Partnership report.

Governors noted the contents of the report.

There are some small amendments in relation to the transfer agreement.

The lease for the site is almost agreed. The generator and provision is to be agreed and the utilities are to be agreed.

The lease has been returned to the LA and should be agreed shortly.

HR policies. There is now a paragraph in the document relating to this. There have been sessions with the JCC and these have gone very well. There are some amendments and then they should be re-presented to the JCC. Dates have been set towards the end of term to finalise these.

KC advised there will be a joint event for both schools looking visions, values and structures. We will be looking at policies as well as safeguarding.

Scheme of Delegation

Clarity was provided regarding the approval process for future pay awards. This was agreed in discussion with the JCC. The authority would go to the Head but if there are decisions requiring discretion then this will go to the Trustees.

The two local GBs will consider and if they agree together then the vote proceeds. If there is a disparity then it will go to the trustees.

This was agreed.

Governors formally ratified the Scheme of Delegation.

Trade union Terms of reference.

This document related to the clarification of the specific working arrangements between the Trade unions and the Academy Trust.

Governors **agreed** to these Terms of reference.

Establishing a Trustees Agreement

Governors reviewed this documents. The recommendations were as follows:

For the Governors of Woodfield School:

1. To agree that the existing Governors' Agreement would be replaced by a Trustees' Agreement as set out in Annex 1 of this report and that this would take effect from the date that TVS joins Compass Learning Partnership (CLP).

2. To agree that, from the date that TVS joins CLP, the existing Academy Rule would be replaced by the one set out in section 3 of this report.

For the Governors of The Village School:

3. To endorse the proposals contained in recommendations 1 and 2 and agree to the establishment of the Trustees' Agreement.

Questions

Item 7

Q- Why is this set as 1/9/18.

A - This is the date of the MAT.

Q - Have was agreed this?

A - Yes

Q - How do we know this won't change

A - It was agreed at WS also.

DG advised that the legal documents are being drawn up.

Governors were in agreement with the recommendations. The recommendation had been agreed at the Woodfield School GB meeting on 2/7/18.

5. Policies for approval

The following policies had been discussed at JCC and Governors were asked to approve these as follows:

- Appraisal / Performance Management
- Capability
- Collective Grievance
- Continuing Professional Development
- Disciplinary
- Family Friendly policies (maternity, paternity, adoption, parental leave)
- Grievance
- Leave of Absence
- Managing Organisational Change
- Pay Policy
- Punctuality
- Supporting Attendance in Schools
- Whistleblowing

The policies were agreed.

DG left the meeting at this point.

6. Other Academy /MAT items for consideration

None

7. Review of GB minutes 11/6/18 & matters arising

The minutes of the GB meeting on 11/6/18 were presented for accuracy.

There were no matters of accuracy

In relation to the Standards and Review Committee RD stressed that it was essential that governors attended these meetings as this is about the core business in the school.

Governors discussed the timings of the meetings and the way in which the meetings are convened.

KC advised that Ofsted are reviewing the way in which they are looking at the curriculum.

Governors discussed further looking at key areas. It was suggested that decisions on how information is discussed. It was hi-lighted that the Scheme of delegation sets out clearly the agenda items for the cycle of meetings.

It was acknowledged that so long as the MAT is meeting its objectives the LGBs would be expected to manage the agenda items.

RD was clear that if necessary there should be a task force. In addition to this there will be a Head teachers report which will outline the key areas.

It was made clear that the format of the meetings will adhere to the delivery of the items as specified in the Scheme of Delegation time line.)Page 21 of the Scheme of Delegation)

It was agreed that if the timelines are changed that they are carefully minuted at the relevant meetings and the reason for the change noted. This would be for audit purposes also.

8. Heads report

Covered at the last GB meeting.

9. AOB

JC advised governors that it is One World week next week. An overview was given.

A Lerner had visited the school as part of her link visit.

HM had completed a HR course at Brent.

HM had sat in on a meeting for prospective parents.

10. Confidential items

- KC updated Governors on the historical issues regarding finance at Woodfield School. KC advised she has been working closely with the ESFA regarding this.

Governors are being advised so they are aware. The Chair and Vice Chair have been involved.

Campion have been appointed to oversee the finances.

Further training will be provided on Finance for all governors.

- Governors were updated on staff matters.

- Governors were updated on finance matters and the Hope Centre.

- The Kingsbury Village site will continue for next year.

- There have been some very successful appointments made in the school. There are TA vacancies still to be filled.

There were no other AOB matters and the meeting was brought to a close.

Meeting ended at 7.35pm

Action points from this meeting

None

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