

## **THE GOVERNING BODY OF BATLEY GIRLS' HIGH SCHOOL – VISUAL ARTS COLLEGE**

Minutes of the Annual Meeting of the Academy's Governing Body held at 7.00 pm at the School on Thursday, 19 September 2013

### PRESENT

Mr J L W Townend, (Chair), Dr R J B Asby, Mrs J A Eames, Mr M Griffin, Mr S Khan, Mr M Limbert, Mrs E Loughhead, Mr S Mayet, Mrs P Pickles, Mr P G Rout.

### In Attendance

Angela Hutchinson (Minute Clerk)  
Martin Ridge (Prospective Governor)  
David Cooper (Assistant Head – Aspiration: 6<sup>th</sup> Form leader)

The Head Teacher welcomed everyone to the meeting, held in the new Sixth Form Centre on its opening evening. Mark Limbert was thanked for his tireless work throughout the Summer break to ensure that the building was completed on time, within budget and ready for use at the start of the term. His efforts were much appreciated by all.

Dave Cooper was welcomed and would give an update on Post 16 education in the school.

### 202. ELECTION OF CHAIR

It was noted that Mr J L W Townend had been elected Chair until September 2015.

### 203. ELECTION OF VICE CHAIR

It was noted that Dr R J B Asby had been elected Vice Chair until September 2015.

### 204. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mr G Goddard (consent), as Humanities lead, he was very busy at the school's Open Evening.

Declaration of Interest forms would be adapted to suit the needs of the Academy, completed at the next meeting and passed to the Head Teacher.

The Chair and Governors agreed that they would continue to give consent to absence where good reason had been given.

### 205. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

No items were notified.

### 206. NEW SIXTH FORM CENTRE

Governors had taken the opportunity to tour the building prior to the meeting and to speak with people who were attending the opening ceremony. All were delighted with the new facility and expressed the view that Sixth Formers now had an excellent provision which, combined with outstanding teaching, should attract more pupils.

Dave Cooper tabled a paper entitled 'Post 16 Update for Governors' and this was discussed.

Comparisons were made between Sixth Form achievement in 2008 and in 2013. The school used a company called Alps which provide A, AS and BTEC Level 3 value added reports and training nationally with the key objective of continuously raising standards of student performance. The school was now in Alps Excellent category at A2 and AS value added was Outstanding. The school was significantly above national average in many areas.

The increase in Sixth Form numbers over recent years was welcomed, with many students coming in from other schools. There was a need to increase retention of students who had come up through the school. There was discussion about cultural and financial barriers to progression to Higher Education and it was felt that governor communication perhaps, via local radio, would be useful. This idea would be developed at the strategic meeting in October and would require further discussion about what action could be taken to help students wishing to progress.

The Student Leadership Model was outlined. The empowerment of student leaders was admired widely in other schools. Sixth Form Ambassadors ran all school events and did an excellent job. Individual nurturing of students was outlined.

Plans for future learning were outlined and were welcomed by Governors. An additional Year 14 Pathway had been introduced and was explained.

It was agreed that the excellent facilities available in the Sixth Form Centre should be publicised for use by community groups and other users.

The Chair thanked Mr Cooper for his excellent presentation. He also reiterated the thanks of the Head Teacher to Mark Limbert and to Ray Henshaw for ensuring the opening of the new facility could go ahead as planned.

Mr Cooper then left the meeting.

The Head Teacher left the meeting to speak to new parents at an Open Evening presentation.

## 207. REPRESENTATION

The following matters of representation were noted:

### Appointment

<u>Name</u>	<u>Category</u>	<u>With effect from</u>
Mr Mark Griffin	Co-opted	13.6.13

The appointment of Annette Conway as a Parent Governor had been deferred whilst Mrs Conway considered the responsibilities involved in governance.

## 208. REVIEW OF COMMITTEES

Governors were advised that an extra meeting, to discuss OFSTED readiness, was needed in the near future. A suggested date of 17 October 2013 was agreed. It was then agreed that membership of committees should be reviewed at that meeting when changes may be needed to reflect the needs of the school.

- RESOLVED: (i) That committee membership remain unchanged at present.
- (ii) That the LA model terms of reference continue to be followed.
- (iii) That the Executive Head Teacher have delegated powers to engage or dismiss staff without prior discussion with the Staffing Committee when necessary.

209. TO APPOINT GOVERNORS WITH SPECIFIC RESPONSIBILITIES

RESOLVED: That the list of Governors with specific responsibilities remain unchanged until further discussions are held.

210. CHAIR'S DELEGATED POWERS

RESOLVED: That the Chair have the following delegated powers:

- (i) To change the date of a scheduled meeting for good reason
- (ii) To grant retrospective consent to absence in the event that a Governor would have become disqualified if the matter had to wait for the next Governors' meeting.
- (iii) To determine in advance of a meeting whether any items of the agenda should be deleted from the copy to be made available at the school.

211. DELEGATION OF FINANCIAL POWERS TO THE HEAD TEACHER

Members of the Finance Committee confirmed that the Executive Head Teacher should be authorised to vire up to £10,000.

RESOLVED: That the Governing Body delegates to the Head Teacher the power to carry out on its behalf the following delegated duties:

- Planning and conducting the affairs of the school to remain solvent
- Establishing proper financial management arrangements, accounting procedures and maintaining a sound system of internal controls
- Ensuring that funding from the LA and any other sources is used only in accordance with the conditions attached to that funding.
- Providing such information as the LA may reasonably require to satisfy the LA that the financial management and organisation of the Governing Body are such as to enable it to fulfil the obligations specified for it.

212. MINUTES OF THE MEETING HELD ON 13 JUNE 2013

RESOLVED: That the minutes of the meeting held on 13 July 2013 be approved and signed by the chair as a correct record.

213. MATTERS ARISING

There were no matters arising which were not covered elsewhere on the agenda.

214. EXECUTIVE HEAD TEACHER/TRUSTEES' UPDATE

This item was deferred to the next meeting.

215. REPORTS FROM COMMITTEES/GOVERNOR TRAINING/GOVERNOR VISITS

(a) Finance Committee

Minutes of the Finance Committee meeting held on 13 June 2013 were noted.

(b) Strategy Committee

A meeting of the Strategy Committee had been held prior to the Governing Body meeting. All matters discussed had been raised during this meeting.

(c) Standards Committee

The Standards Committee had held a meeting prior to the Governing Body meeting and had received a detailed analysis of the 2013 results from Julie Haigh, Deputy Head Teacher.

Governors were already aware of the excellent results and expressed their thanks to all staff for their continued hard work to ensure excellent teaching and learning throughout the school.

The Committee had discussed the effect on results arising from changes to the number of vocational courses which could be counted. The 'Every Child Matters' ethos would continue to be important with learning pathways reflecting the best interests of each student.

216. PARTNERSHIP UPDATES

There was nothing to report.

217. CHECK OFSTED READINESS: SCHOOL SELF EVALUATION/LEADERSHIP & MANAGEMENT

As previously advised, Governors confirmed that they would, if possible, attend an additional governors meeting on Thursday 17 October 2013 to discuss OFSTED readiness and to review the school's self-evaluation. David Thompson, OFSTED Consultant, would be invited to come into school as a critical friend to give advice and give a view of whether areas under consideration were Good or Outstanding.

218. SCHOOLS MODEL SAFEGUARDING POLICY 2013

RESOLVED: That the Schools Model Safeguarding Policy 2013 be approved in principal, subject to further scrutiny by Governors before the next meeting.

219. EDUCATIONAL VISITS

The new EVOLVE electronic system for recording and approving educational visits was outlined and noted.

220. ANY OTHER BUSINESSSchool Closure

There was discussion around the need to close the school when Trade Unions had called a strike day on 1 October 2013. The Head Teacher advised that she had confirmed that the school would close to pupils, with non-striking staff coming in as usual. Governors agreed that this was the best course of action to ensure parents and students had a clear view of what was happening.

221. DATES OF FUTURE MEETINGS

RESOLVED: That an extra meeting be held on Thursday, 17 October 2013 from 4.30 pm to 7.30 pm. Future meetings to be confirmed thereafter, based on the following plan:

28 November 2013	Staffing	5.15 pm
	Every Learner Matters	6.15 pm
	Full Governors	7.00 pm
23 January 2014	Finance	5.15 pm
	Premises	6.15 pm
	Full Governors	7.00 pm
20 March 2014	Strategy	5.15 pm
	Staffing	6.00 pm
	Full Governors	7.00 pm
17 May 2014	Every Learner Matters	5.15 pm
	Standards	6.00 pm
	Full Governors	7.00 pm
26 June 2014	Premises	5.15 pm
	Finance	6.00 pm
	Full Governors	7.00 pm

222. AGENDA, MINUTES AND RELATED PAPERS - SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.