

**THE GOVERNING BODY OF FLOCKTON CE (C) SCHOOL**

Minutes of the meeting of the full Governing Body held at 6.30 pm via Microsoft Teams on Monday, 22 May 2023.

**PRESENT**

Mr R Michael (Chair), Miss J Lavery, Emmaline Taylor (Head teacher), Miss E Johnson, Mrs H Kerr, Emily Hurst

**IN ATTENDANCE**

Amerjit Sahota (Minute Clerk)

<b>Item</b>	<b>Minutes</b>	<b>Action</b>						
<b>71. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</b>	<p>Apologies for absence were received from Mrs S Latham, Kirsty Rowlands (consent)</p> <p>Mr R Michael declared an interest, his wife had been appointed librarian at the school. It was agreed that this declaration would be updated on the register of business interest.</p>							
<b>72. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS</b>	<p>The following item was notified to be raised under Any Other Business:</p> <ul style="list-style-type: none"> <li>• 2023/2034 meeting schedule</li> </ul>							
<b>73. REPRESENTATION</b>	<p>The following matter of representation was noted:</p> <table border="1" data-bbox="521 1121 1868 1262"> <thead> <tr> <th data-bbox="521 1121 958 1153"><u>Appointment Name</u></th> <th data-bbox="958 1121 1294 1153"><u>Category</u></th> <th data-bbox="1294 1121 1868 1153"><u>With effect from</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="521 1153 958 1185">Amiee Tobin (Kalinowski)</td> <td data-bbox="958 1153 1294 1185">Co-opted</td> <td data-bbox="1294 1153 1868 1185">21.4.2023</td> </tr> </tbody> </table> <p>It was confirmed that as DBS clearance had now been received for Amiee Tobin, she able to fully undertake her role as governor and would be invited into school after half term.</p>	<u>Appointment Name</u>	<u>Category</u>	<u>With effect from</u>	Amiee Tobin (Kalinowski)	Co-opted	21.4.2023	
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	<p>Governors acknowledged the remaining vacancies including one foundation, Ex-officio and one LA.</p> <p>Mr Michael advised that he had reached out to a potential candidate who had expressed an interest in joining the board, unfortunately he had not heard anything further from this person. In addition, he had sent an email to Peter Crowe to ask if there had been any potential interest from the PCC and no one had come forward.</p> <p>Mr Michael agreed to contact with Paul Bowlas to discuss the foundation and ex-officio vacancy and highlight the governors concerns regarding there being no church representation on the Governing Board.</p>	
<p><b>74. MINUTES OF THE MEETING 27<sup>TH</sup> MARCH 2023</b></p>	<p><b>RESOLVED:</b> That the minutes of the meeting held on 27<sup>th</sup> March 2023 be approved as a correct record.</p>	
<p><b>75. MATTERS ARISING</b></p>	<p>(a) <u>Code of Conduct (Minutes Passim)</u></p> <p>Due to the absence of Mrs Rowland's this item would be carried forward.</p> <p>(b) <u>Boundary Ownership (Minute 62 refers)</u></p> <p>The Chair advised that he had reached out to Dean Morgan and heard nothing further. The Head teacher advised that she had now passed on Mr Morgan's email address to the neighbour so they could try to make direct contact in order to move forward on this matter.</p> <p>(c) <u>Review of Staffing Arrangements (Minute 64 refers)</u></p> <p>This would be covered under Head teachers report.</p>	
<p><b>76. MINUTES OF THE CHILDREN AND LEARNING COMMITTEE HELD ON 15<sup>TH</sup> MARCH 2023</b></p>	<p><b>RESOLVED:</b> That the minutes be received and agreed as a correct record.</p>	

<b>77. MINUTES OF THE SAFETY AND RESOURCES COMMITTEE MEETING HELD ON 27<sup>TH</sup> MARCH 2023</b>	<b>RESOLVED:</b> That the minutes be received and agreed as correct record.	
<b>78. MINUTES OF THE SAFETY AND RESOURCES COMMITTEE MEETING HELD ON 15 MAY 2023</b>	<p>These minutes were not yet available as the meeting had only taken place last week.</p> <p><b>RESOLVED:</b> That this item be deferred to the next meeting.</p> <p>Miss Lavery provided a brief verbal update on some of the items covered at this meeting and would expand on some points later on in the meeting:</p> <ul style="list-style-type: none"> <li>• Budgeting – which would be discussed in further detail later in the meeting.</li> <li>• Review of Policies – these had now been presented to the board for approval this evening.</li> <li>• 3-year budget detail was shared</li> <li>• Out of school club</li> </ul>	
<b>79. HEAD TEACHER'S REPORT/ DATA REPORT INCLUDING SAFEGUARDING AND GOVERNORS' QUESTIONS</b>	<p>A copy of the report had been placed on SharePoint prior to the meeting for governors to read and submit questions in advance of the meeting to the Head teacher. The following points were highlighted:</p> <p>(a) <u>Staffing</u></p> <p>Ms Taylor advised governors that given the wrap around care vacancy had been advertised several times and the school were struggling to recruit they had agreed to review the position to try and make it more profitable and attractive to potential employees. It was highlighted that although some interest had been received from a parent working in the playgroup, their main concern was around lone working (in a room) and the safeguarding risks associated with this. Some advice had been sought from the LA regarding this.</p> <p>Ms Taylor highlighted that as part of their 3-year budget setting process they had factored in a 2<sup>nd</sup> adult to support with the wrap around care. It was felt having two members would provide more capacity, make the role more appealing and would still ensure that the provision was running at a small profit (£180 profit however this would be based on numbers).</p>	

It was highlighted that school staff and external organisations already ran after school clubs and it was hoped these could be linked in and have the 2<sup>nd</sup> adult running themed nights until 4.15pm to bring in additional income.

Ms Taylor put forward her proposal for agreement by the governing board to consider employing 2 members of staff to run the schools wrap around care provision.

**Q: If the parent (from playgroup) and potentially Mrs Littlewood agrees would this solve this issue temporarily until you found another person?**

**A: Yes, I did speak to the parent and advised them that I would be bringing the proposal of having a 2<sup>nd</sup> person to governors for approval. If agreed she may be interested as her concern was mainly about being on her own. I also approached pre-school on taking on the role.**

**Q: If we did have 2 staff employed could we open the provision up to younger children for further profit making?**

**A: Although I cannot say for definite, I think there may be different staff to pupil ratios involved with younger children and different insurance requirements.**

**Q: Given John West has been the 2<sup>nd</sup> adult in school, and he is currently off what arrangements been in place during his absence?**

**A: I (Head teacher) have been staying behind in school.**

**Q: How long is the caretaker due to be absent for?**

**A: I'm not sure, I don't know whether it is a set period or a phased return when he is better. I will need to check with Mrs Latham as she has been dealing with this.**

Governors agreed it was worth giving this proposal a go. It was felt having two members would prevent employee's feeling vulnerable and would provide additional security. Furthermore, it was hoped this may help attract additional interest and support pupil numbers for the school going forward whilst still remaining financially viable and not running at a deficit.

**RESOLVED:** That the governing board approve the proposal.

	<p><b>Questions from Governors:</b></p> <p>(b) <u>School Context</u></p> <p><b>Q: What new children do we have in school (in year transfers)?</b>  <b>A: They are current Reception, current YR1 and current YR3. The pupils in YR1 and YR3 are due to start after half term.</b></p> <p><b>Q: Will this change any of the class dynamics given the larger classes now within the lower year groups and what will the impact be on staffing?</b>  <b>A: It is hard to tell how the children will settle until they actually come into school. They are PLAC so have some needs. I did visit the children in their current setting last week and they came into school for a visit on Thursday afternoon and a further visit tomorrow. They seem settled but until we get them into school it's hard to tell. Miss Hurst has put a lot of training into place with staff which will help manage these children coming into school.</b></p> <p><b>Q: Are the 2 pupils who have offered places and the one on the waiting list all from one family?</b>  <b>A: Yes, they are. The child on the waiting list has since been offered a place. They would have got a place anyway as they are PLAC children. It makes sense for all the pupils to be in one setting as it can have a detrimental effect on the children and the family being in different schools. Hopefully being in a small, caring, nurturing school will be perfect for them and have a positive impact. Furthermore, our school was recommended by one of the professionals working with the pupils which was a nice compliment.</b></p> <p>(c) <u>Safeguarding</u></p> <p><b>Q: We have noticed there has been a few safeguarding incidents since covid and want to check if the school has the right support and systems in place to act and monitor these?</b>  <b>A: Myself, Miss Hurst and our safeguarding lead work closely on such incidents and discuss issues and support one another. We are all well trained in all safeguarding areas and are all up to date with all our training. In addition, I attend network meetings and also, we had some designated teacher training for children who have been in care or previously in care. We have also had a safeguarding review which evidenced our systems were robust. With regards to safeguarding there is a lot of support and there is always someone at the end of</b></p>	
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	<p>a phone to ask (i.e., LA safeguarding team, our Early Health consultant and Duty and Advice)</p> <p><b>Q: Are the 2 safeguarding incidents and operation encompass calls related to the same incident on this occasion?</b></p> <p><b>A: Yes.</b></p> <p>(d) <u>Special Educational Needs</u></p> <p><b>Q: Why are there delays with some of the EHCP's and how is the school managing with all the pressures?</b></p> <p><b>A: We have many pupils in school with high needs especially within the lower year groups. It is a challenging climate for pupils with SEN. We have been working extremely hard with EHCP applications and still awaiting 2. In terms of time scales, we applied for one of these last July when the child was in Reception which still has not gone through, this was only assessed by the educational psychologist at the end of March 2023, and we have still not received any outcome. This process should legally be all completed within 20 weeks, so we are significantly behind. The LA is now requesting schools to do upstate reviews and ensure all paperwork is up to date on the system so we are dropping this on to gateway, more than we would normally, and then having to constantly check for updates. We submitted another referral last November for a child in reception and have not yet received a date for the educational psychologist assessment. The delays are the same across all services i.e., we placed 2 referrals to social communication/interaction Wakefield /Pinderfields – the referrals have been accepted but we have been advised of delays with the first appointments. It is frustrating, we are working really hard in school, there is a lot of work but very little/less support. However, it appears the position is the same across the country. Nevertheless, staff in school are doing their absolute best to support all the needs of our SEN pupils and finding alternative ways to try and meet their needs. Despite the challenges our SEN pupils are making good progress and seem to be blooming. We are a small caring team who know the pupils well, which helps, and continue to support the best we can. However, it would be good to get a little more support.</b></p> <p><b>Q: The 20 weeks legal requirement you highlighted earlier for a EHCP to go through, does that apply to the school or LA?</b></p> <p><b>A: The LA. The latest acceptance letter from the LA advised us that they are running behind</b></p>	
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with a request to review the pupils My Support plan and re upload a more recent plan. Also, they have been contacting parents to request by-passing the observation stage so that it can go through faster which seems to be confusing for parents. The schools Educational Psychologist has also resigned due to the role becoming really challenging. We will really miss the support they provided. The LA is under immense pressure at the moment.

**Q: How are the parents of the children awaiting the EHCP's reacting?**

**A: They appear to really be understanding. Despite being frustrated with the delays they can see how hard the school is working with the referrals, feel they are being supported and continue to happy with the progress their child is making.**

(e) Premises and Health and Safety

Ms Taylor reported that the final question she had received was around the school's evacuation procedures. It was reported that the school had recently reviewed the emergency plan following the last fire alarm evacuation with a focus around getting the pupils back into school in a less confusing manner, in particular Apple Class.

The reviewed procedures had been tested and Ms Taylor was confident that the whistle worked well and would be used to get the pupils back into the building and the bell would be used in the event of a bomb threat. Now that this had been agreed further practising would now take place.

(f) Spring Term Data

The following update was provided:

Pupil progress meetings had taken place and attainment of pupils discussed; a few pupils had been identified for additional support with Miss Hurst.

**Writing:**

Although the data appeared to show pupils to be further behind at EXP+ than hoped it was highlighted that writing was assessed slightly differently and governors would not see a true outcome of those pupils achieving EXP+ until the end of the year. Ms Taylor assured governors that pupils were doing well and were on track.

	<p>In all other areas pupils had been assessed using a test paper.</p> <p><b>Reading:</b></p> <ul style="list-style-type: none"> <li>• YR5 – were doing well - 86% at EXP+</li> <li>• YR2 – this cohort were coming on fantastically – 88% EXP+</li> <li>• YR3 – this cohort had made significant progress, summer last year 30% EXP+ now 57% EXP+</li> <li>• YR1 and YR2 – results measured off a standardised score. Dionne and Melanie would be looking for future reference whether Monster Phonics would be releasing any tests which replicated the scheme.</li> </ul> <p><b>Spelling and Grammar:</b> Raw scores from SATs – spelling was improving. SPAG was low – seeing some improvement following one scheme – will see impact as pupils move up the school.</p> <p><b>Maths:</b></p> <ul style="list-style-type: none"> <li>• Maths outcomes across the school were really strong.</li> <li>• YR2 – 100% EXP+ this was outstanding.</li> <li>• Ms Taylor and Miss Hurst were Looking at the White Rose materials to see if the tests were out of date as it was felt the same test were replicated year on year. Given the school bought into the White Rose premium resources it was hoped their termly assessments would support the work taking place in the classroom with a more formal feel than what currently used. This would mean the school would not have to buy in to any other assessments.</li> <li>• YR4 and YR5– Ms Taylor re-assured governors that the pupils were working at a higher level than what the data showed as the majority of the assessment paper included fractions which had not been covered by the pupils at the point of assessment which had a detrimental effect on the scores. This was currently being discussed.</li> </ul> <p><b>SATs:</b> Miss Hurst reported that outcomes for SATs this year were looking good. Pupils had completed the Reading and SPAG and were halfway through the Maths papers. Pupils were working at a good level.</p> <p>Standardised scores would not be received until 1<sup>st</sup> June following which it could be established how many were working at the expected level.</p>	
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**Q: Is there comparative data for YR5's from other schools within the pyramid to see where our pupils are compared to other schools?**

**A: Unfortunately, we get that once we have done the tests.**

(g) Attendance

The schools % was well above Kirklees target as was Persistent absenteeism – 5 pupils (compared to at the start of the year 14) this was a pleasing position to be in.

**Q: Is this figure whole school or just statutory school age?**

**A: Whole school. All 5 persistent absentees are in Reception so not statutory school age but this still pulls through on Integris data. The younger children do have a tendency of being more prone to picking up infections. Once they get to Elder class, we rarely get pupils having time off as they are a little more robust once they get to that age.**

(h) Feedback from KLP/Diocese visit

Ms Taylor referred governors to the information within her report which referred to the visit made by Paul Bowlas on 17.4.2023. She highlighted that the visit had primarily been arranged to speak to pupils in YR4 and 5 (Sycamore and Elder class) about the schools' Christian values and vision however Ms Taylor had also requested Mr Bowlas to speak to a few of the younger pupils too.

The visit had gone well, and feedback received had been incredibly positive. Mr Bowlas had commented how impressed he had been with the pupils and how well the older pupils were able to articulate the school's vision and values with ease. Although the younger pupils took a little prompting once they started, they became much more confident and were able to articulate the schools' Christian values. Some of received from pupils had been included within the report.

A few minor suggestions on areas for development and next steps had been included within the report, one which was highlighted to agree a date with governors, in the summer term, for training on the new SIAMs Inspection framework.

It was agreed that the training would be best taking place via teams on a Monday, Tuesday, or Thursday. Ms Taylor agreed to email PB to check his availability.

<p><b>80. HEAD TEACHER WELLBEING INCLUDING STAFF AND PUPILS</b></p>	<p>The Head Teacher reported that she had recently been suffering with neck pain and was undergoing physio treatment. Although it had been suggested the pain could be stress related, she did not feel stressed. Nevertheless, it had been another challenging term especially with the balancing the budget. She was pleased this was now done and hoped that the next half term would be better and less challenging. Ms Taylor agreed to try and make every effort to take her non -contact time next term.</p> <p>Ms Taylor agreed to pull together a staff and pupil questionnaire to ascertain the wellbeing of pupils and staff in school.</p>	
<p><b>81. FINANCIAL MANAGEMENT AND MONITORING</b></p>	<p><u>Approve the final Budget and Carry Forward</u></p> <p>Ms Taylor advised that she had been notified in school that there had been an unprecedented number of schools heading for restructures and redundancies this year due to not being able to balance their 3-year budgets and there being insufficient money within the council's budget to support schools in this position.</p> <p>Governors were advised that it was therefore a great achievement being able to present to them a 3-year budget which was not only balanced but with a small carry forward. This had been a great accomplishment on Mrs Latham's part especially with all the unknowns (i.e., numbers coming in, pupil premium pupils, pupils leaving, the % for teacher wage rises, costings and general price increases etc).</p> <p>Although not in a strong financial position Flockton were in a better place than many schools for this year having a balanced budget with a small, predicted Carry Forward of £3k.</p> <p>It was reported that a staff meeting had taken place last week to explain how tight the budget was for 2023/24 so that every effort could be made to make savings, where possible, on resources over the next year to improve the Carry Forward figure.</p> <p><b>Q: Why is income going down.</b>  <b>A: This is due to pupil premium income, Mrs Latham has managed to source a government grant this year however this had been removed from subsequent years as we cannot make an assumption that it will always be there.</b></p>	

It was reported in previous years the school had managed to continuously carry forward in the region of £35 to 40K. This year's position was not down to bad financial planning or over expenditure but due to the impact of the extortionate energy costs and cost of living crisis and pay increases.

Miss J Lavery provided a summary of her recollection of some of the discussions taken place at the last S & R committee meeting:

- Despite the challenges faced this last year the Carry Forward from 2022/23 was £32,347.04 which was more than predicted at Period 11 mainly due to early receipt of some grants. The position for 2023 /2024 was not as strong at all with a Carry Forward of only £3K.
- This year 4% increase had been applied for the teachers' pay increase, everything else had been set in line with inflation except for the energy costs.
- Inflation was currently at 9%.
- It was felt the school would hopefully be able to avoid any potential restructuring this year however there were concerns for subsequent years as only 2% had been applied across the board.
- It was explained that schools did not automatically go into restructuring however if the budget did dip below in order to publish the budget figures would have to balance.
- As part of the LA's budget setting process this year the finance officer had questioned how the school would manage in the worst-case scenarios
- It was evident from the budget figures that a large proportion of the budget was staffing costs (80%) and any future pay rises could be detrimental going forward and have impact on other areas.
- It was felt given the challenges facing schools it was really important for all governors to have a full understand of the schools' financial position. Mrs Latham was happy to talk to any governor if there was anything they were unsure of
- This coming year every single penny would have to be accounted for and governors really needed to monitor the position closely going forward.
- The toilet refurbishment had been postponed – DFC funding and the ecological grant would be used to fund this and replacing any remaining single glazing within school.

Mrs Latham was commended on her excellent financial management.

**RESOLVED:** That the governors approve budget for 2023/24 and the 3-Year Budget Projection.

<p><b>82. POLICIES FOR APPROVAL BY FULL GOVERNING BODY</b></p>	<p>The following policies had been reviewed at the last S &amp; R committee meeting and placed on SharePoint for consideration, questions, and approval.</p> <p>Asbestos Policy – renewed, no changes.  Emergency plan – changes made to signals – needed to be tested.  Accessibility Policy and Plan - small update which had bene highlighted in light blue.  DCYP Manual Handling Policy – renewed, no changes.  Charging and Remissions Policy – renewed, no changes.</p> <p><b>RESOLVED:</b> That the above policies be approved.</p>	
<p><b>83. SCHOOL COUNCIL AND ETHOS GROUP FEEDBACK</b></p>	<p>Ms Taylor advised governors that the School Council had not met this half term. However, following their visit to the Mayors Chambers in Dewsbury, the mayor had visited the school which had been a lovely experience.</p> <p>The school council had been scheduled a meeting with Cllr J Taylor, after the half term break, who had agreed to come into school to discuss the footpath leading to the reck.</p> <p>Miss Hurst reported that a graduation event had been held for the Ethos group within the assembly and each member presented with a certificate for all their hard work and for giving up their time one evening per week freely to complete the necessary training.</p> <p>Next projects included – planning a collective worship to share their plans moving forward to support everyone in school with their mental health and wellbeing and put their training and skills into practice. Also, the group would be looking at School prayers with a focus on ethos.</p>	
<p><b>84. MONITOR SCHOOL IMPROVEMENT PLAN AND REVIEW GOALS.</b></p>	<p>The latest SIP had been placed on SharePoint. Ms Taylor advised governors that she had updated each section of the plan which showed the progress made each term towards each objective. Governors were advised to read the SIP at their leisure as Ms Taylor did not intend to go through each area this evening but just highlight a few key areas. The following points were highlighted:</p> <p><b>Quality of Education</b>  All phonics groups had been observed by Outwood and feedback provided to staff individually.  DW had completed the Monster phonics training (as part of her advisory role)  DW &amp; MO had completed a full day working with Ben McGarry consultant.</p>	<p><i><b>Governor to read the SIP and send any questions to Ms Taylor</b></i></p>

	<p>Additional Funding had been secured for resources.  A new scheme of work “Pathways” to write had been purchased MO trailed and training would take place next half term.  Library would be back up and running – librarian appointed.  English books and written work were clearly linked to a reading book within the class setting.  Looking into accelerated Reader - Phonics had been the key priority this year and tied in with Writing and Reading objectives.  Writing and Reading would remain on the SIP next year as a joint objective.  MO training for Deep Dive in literacy and OFSTED training</p> <p><b>Leadership and Management</b>  Observations had taken place with KLP (computing, Grammar &amp; reading) and a Learning walk with KLP – feedback and next steps agreed.  Purchased Nautilus Education (£400) – this was a monitoring resource which was easy to use and could be used by governors to with pre-set questions. Staff liked this using this as it was really transparent. Observations could be anonymised using this resource and shared with governors.  Children had been observed in interventions by Miss Hurst</p> <p><b>Christian Vision and values</b> - meeting had taken place with Paul Bowlas Diocesan advisor – key areas to work on identified.  A lot of work had taken place this term with the Church.  Review of pupils’ knowledge and understanding of the school vision – it was evident this had improved significantly.  Transition event for YR5 had taken place with all other church schools today.  Signage board had been put up in School.</p> <p><b>Behaviours and Attitudes</b>  Attendance was good – 96 % over the target (National 93.6)  Persistent absenteeism was low (around 6% compared with National 27% and LA - 24.4)  Tracking systems where in place reviewed by SLT.  Meetings had taken place with PA pupils.  School had signed up to the daily attendance portal collection similar to what the DfE used.  Fortnightly reviews/scrutiny of attendance was taking place - Significant drop in PA across school.  Awards for good attendance in celebration assembly.</p>	
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	<p>Whole school had participated in the Herd workshop – as part of Kirklees school of Music 2023 - the school would be advised where the sheep was on completion. There had been a Visit to Batley Grammar school – Elder Class Batley Grammar were due to visit Flockton Elder Yr. 5 transition events.</p> <p><b>EYFS</b> KLP observation and feedback had taken place. Work had taken place on provision. Visits had been arranged for staff to visit settings with an outstanding EYFS provision.</p> <p><b>Premises</b> The clearing of school garden and installation of polytunnel had taken place (funded through Parish Grant) Display policy had been updated and curriculum subject allocated display area in school. Learning walk of hall had been completed by Diocesan advisor and some recommendations made around school linked to the vision which would be actioned</p>	
<p><b>85. MONITOR RECOVERY PREMIUM FUNDING</b></p>	<p>It was agreed to defer this item.</p>	
<p><b>86. GOVERNOR TRAINING AND GOVERNOR VISITS</b></p>	<p>(i) <u>Visits</u></p> <p>No Governor visits taken place this half term.</p> <p>Helen Kerr had suggested “speed dating with governors and staff,” which the school were keen to do however it had been a difficult term with parents evening, training through Northorpe hall, staff meetings and budget meetings too. It was agreed to make some arrangements for this in the next half term.</p> <p>(ii) <u>Training</u></p> <p>Mr Michael reminded governors to complete the training register if they had attended any governor training or work-related training which would support them in their role.</p>	

	Ms Taylor took the names of those governors who had attended the prevent training in order to print off their certificate of completion.	
<b>87. ANY OTHER BUSINESS</b>	<p>(a) <u>Register of Business interest</u></p> <p>Governors were reminded to complete the online RBI form (the link had been included on the agenda) in preparation for the Autumn term as this was a legal requirement.</p> <p>(b) <u>Meeting schedule for 2023/24</u></p> <p>The Diocese advisor, Paul Bowlas, had suggested governors may wish to consider reviewing their meeting schedule to avoid duplication, cross over in reporting and reduce the number of meetings.</p> <p>Mr Michael advised that he had considered the following model:  Full Governors meetings to 2 in Autumn term followed by 1 in Spring and Summer timed to a line with data drops and also reducing committees to 1 formal meeting a term for each committee and a 2<sup>nd</sup> informal meeting taking place with the chair of S &amp; R with Mrs Latham to report back to the full GB.</p> <p>The clerk suggested other meeting schedule used within other schools. It was agreed to bring all suggestions to the next Steering Committee meeting and a proposal brought back to the next governors meeting for approval.</p>	
<b>88. AGENDA, MINUTES, AND RELATED PAPERS</b>	<b>RESOLVED:</b> That no part of these minutes be excluded from the copy to be made available at the school.	