

I certify that these minutes are a true record of the LGB meeting held on Wednesday 24th September 2014 at 3pm

Signed Chair/ Vice Chair Date.....



Cowes Enterprise College

Local Governing Body Meeting

Date: Wednesday 24th September 2014

Time: 3pm

Location: Cowes Enterprise College, Crossfield Avenue, Cowes, Isle of Wight, PO31 8HB

Governors

David Sword	(DS)	Chair
Rebecca Pearce	(RP)	Principal
Karen Baker	(KB)	Governor
Miranda Courtney	(MC)	Governor
Rachael Fidler	(RF)	Governor
Sean Harrison	(SH)	Governor
Victoria Spencer	(VS)	Governor
Neil Strowger	(NS)	Governor

Apologies

None

Attendees

Carole Bailey (CB) Clerk

1. Welcome and apologies

DS welcomed governors to the first meeting of the new Local Governing Body. KB will be attending the meeting but may be late arriving.

2. Confirmation of constitution of the Governing Body

This is a Local Governing Body (LGB) under the Ormiston Academies Trust (OAT). There are eight governors appointed by OAT under the skills model. David Sword has been appointed Chair of this LGB and is the Ormiston representative. At present there is no vice chair appointment. The quorum for the LGB is 3 Governors or a third of members (whichever is greater) and must include an OAT representative.

Action 1: CB/DS to ask for clarification on Vice Chair appointment.

Action 2: Governors to attend the official school opening ceremony on 16th October 2014 at 1.15pm; SH, MC and VS. DS will write a message to be read out.

3. Declarations of Interest and Confidential Business

The following declarations were made: SH- member of family employed at the school; RF- financial conflict on some human resources; MC- financial conflict on hotel services offered; VS- past financial interest; DS- contracted by OAT and DfE academy brokerage for Hants, Brighton & Hove. There were no declarations of interest for items on this agenda. It was made clear that governors may be asked to withdraw on discussions where there is a conflict of interest. There were no confidential items for this agenda.

4. Local Governing Body Terms of Reference

Governors discussed the terms of reference provided by OAT and there are some anomalies with the operation of this LGB including 'stakeholder' model representation which could be challenged. Governors requested that the terms are redrafted to come back to the meeting on 22nd October 2014.

Action 3: CB will redraft the terms of reference and forward to DS and Ormiston Governance Department (OGD) for approval.

Governors asked who the academy's responsible officer for finance was. This is not known.

Action 4: DS will ask OAT who the responsible officer is for Finance at the academy.

5. Principal's report

RP took the governors through the headline figures of the results for 2013/2014.

3.22pm Fire Alarm sounded and governors prepared to leave the meeting. Fire alarm stopped and the meeting resumed.

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Governors' questions:

Q. What is being done to address male students' underperformance?

Strategies are being put in place to engage male students; obtain student voice opinions on why learning is stalling; and look at learning profiles.

Q. iGCSE has obtained better results; does it carry the same weight as a qualification?

It is the right choice for some students.

Q. What is being done to improve the progress of low attainers?

Support and challenge in the classroom and ensuring differentiation of lesson planning.

These figures highlight the need to overlap English and maths, every subject counts. Moderation of predicted levels also needs to be looked at.

KB arrived at 3.35pm.

Governors discussed the use of predictions and targets and the need for accurate assessment of the actual level students are currently attaining.

Q. What is being done to address teachers' underperformance?

Performance management objectives will be used to address underperformance. RP will be meeting with each Director of Learning to examine the data in detail particularly with regard to groups of students such as FSM; difference to national average; what is working well and what is not; how to change practice; and share good practice between staff.

Q. Have lesson observations taken place yet?

Observations have started but are not yet completed.

Governors agreed that the progress board meetings should be brought under the LGB as soon as possible to avoid repetition.

Action 5: RP will provide feedback on the implementation of the restructure at the meeting on 22nd October 2014.

Governors discussed issues around staffing and recruitment.

Action 6: CB will check with OAT on their level of involvement in the appointment of an assistant principal.

RP informed the governors of problems with the school timetabling. The governors approved RP's proposal to use the existing expertise in the school to extend the school's capacity to manage timetabling within the allocated budget. If there are significant management structure changes because of the restructure the governors requested that Strictly Educational should be consulted.

RF left the meeting at 4.45pm.

Governors discussed the pressures on the administration team and asked for any specific risks to be brought to their attention at the next meeting.

6. OAT Policies to be adopted

As governors have not been able to view these policies beforehand they will move to the meeting on 22nd October 2014.

7. Link governor appointments

Governors discussed the need for link governors. It was agreed that SEN and Safeguarding links are needed.

Action 7: CB will email governors to ask for any expression of interest in becoming SEN/Safeguarding link governors.

8. Financial Regulations

DS proposed adoption of the Financial Regulations and the governors agreed unanimously.

9. Draft Academy Budget

No budget paper has been received.

Action 8: RP will forward the draft budget to the clerk for forwarding to governors.

10. Agree meeting dates 2014-2015

Governors unanimously agreed the previously distributed meeting dates.

11. Completion of governors forms

Governors completed the forms and returned them to the clerk. Skills audits were completed previously and should be with OAT.

12. DBS checks

Action 9: Governors will check with the school office if their DBS checks are in place.

DS asked governors if they had **any other business**.

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SH asked about the celebration week and raised concerns about the impact on students, particularly those preparing for exams, being taken off timetable for the week. Governors discussed with the principal the activities planned, the ethos behind the idea of a week of celebration and the cost of the celebration.

NS left the meeting at 5pm.

RP assured governors that students would have additional time during the week to focus on preparation for their exams. She explained that community and primary school involvement will be strong within the celebration and the plan is to look at how the school uses the full potential of the building, including the inspiration areas, to benefit students' learning. There are positive attitudes to the celebration among the staff and planning is proceeding well. The governing body expressed trust in the school to plan and deliver the celebration week and gave it their support.

Action 10: RP will forward the timetable of events to the clerk for distribution to governors when finalised.

13. Date of next meeting

Wednesday 22nd October 2014 at 3.30pm

There being no other business the chair thanked governors for their time and closed the meeting at 5.20pm

Contacts:

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