



School Lane, Milton Heights, Oxfordshire, OX14 4DR. Headteacher: Mrs R Leach
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**Minutes of the meeting of the Full Governing Body held on
Tuesday 7th July 2015 at 4.15 pm at the school**

Present:

Ruth Leach (**RL**) (Headteacher)
Jane Robinson (**JR**) (LA) (Vice Chair)
Kevin Moyes (**KM**) (Parent) Chair
Mark Smith (**MS**) (Parent)
Caroline Darling (**CD**) (Parent)
Helen Gray (**HG**) Co-opted

Rachel Darby (**RD**) (Co-opted)
Karen Green (**KG**) (Staff)

In Attendance:

Kathy Dunmore (Clerk)
Linda Shatford (**LS**) (Associate Member)

The meeting was quorate.

Item	Details	Action
	<p style="text-align: center;"><u>Governors' Challenge shown in Italics.</u></p> <p>Governors met with staff, parents and volunteers prior to the meeting to discuss the School Aims, Mission Statement and strapline. These are items 1 and 2 on the agenda.</p>	
3.	<p>Opening Prayer KM welcomed everyone and JR opened the meeting with a prayer.</p>	
4.	<p>Apologies for absence There were no apologies. Richard Webber was absent.</p>	
5.	<p>Declarations of Interest None for this meeting.</p>	
6.	<p>Urgent Additional Items - Committee clerking – it was confirmed that there was not any funding available for committee clerking and this would not continue.</p> <p>Chair's update – Following a number of email conversations KM confirmed that he had accepted the role of chair of an Interim Executive Board at another school. He explained what the role involved and the time commitment. Governors expressed their concerns that this had come at a time when RL would have a heavy</p>	

	teaching commitment. Governors also had concerns about KM's personal wellbeing. KM confirmed his commitment to St Blaise and that he would continue to attend all meetings and support the school to the best of his ability.	
7.	Approval of the minutes of the meeting on 23rd April 2015 – these were agreed and signed as an accurate record of the meeting and passed to the Head for filing.	
8.	<p>Matters arising – Foundation Governor Vacancy – this has been followed up with the Diocese and the OneStopShop but at the moment no names have been put forward. Governors made a number of suggestions and these will be followed up.</p> <p>New Parents' meeting – governors were not able to attend but it was a successful meeting.</p> <p>Website update – LS has checked the website; there was only one statutory item missing and this has now been completed. Governors felt that there should be clarification of Bobs on there and this will be looked at. Unfortunately there aren't the resources in school to keep it up to date.</p> <p>It was suggested that at the Parents' evenings in September governors ask parents about the website and how often they use it.</p>	<p>RL/CD</p> <p>KM</p>
9.	<p>Summary of School Aims and Mission session.</p> <p>Mission Statement –</p> <ul style="list-style-type: none"> • It was felt that this is too long. • Does not pull out the values. • Does give the message we want to convey but too long. <p>Strap line – Achieving Excellence Together.</p> <ul style="list-style-type: none"> • Does not show the Christian Values. • Concerns over the word 'Excellence' • Felt 'the best we can be' is better. <p>Aims – generally positive about these.</p> <p>Governors discussed whether it was necessary to have all three of these items.</p> <p>Action – KM will email out the details to governors and all governors are asked to feed back their comments to him before the end of term. It is important that they are in place for September.</p>	<p>KM/all Gov's</p>

10.	<p>HT Report – the report is on GovernorHub. Updates as follows:-</p> <ul style="list-style-type: none"> • Pupil numbers for September may be 58; there has been some more interest. • Red Dragon numbers are healthy in the long term. • More information on the minibus to be included in ‘Milton Matters’ • Staffing details advised as per report • SATs results not yet available. • Sports Funding – more initiatives needed and the report needs to be more evaluative for the website. • Additional swimming has been good. • The new KS tests are now available; they are very difficult and will be discussed at the next meeting. • RL attended a course at the Diocese and they have warned of budget cuts of 11-17% by 2017. • It is hoped that there will be a new Vicar for Milton Heights. • Ofsted Framework will change in September and some of the headings have changed. • The website will be crucial and governors will have a bigger role throughout the process. • No further updates on the School Vision Map. 	KD/KM
11.	<p>Committee Reports – all the minutes are on GovernorHub. Finance and Staffing – 18th June 2015 –no further updates. Community Engagement – 11th June 2015 – HG has secured a volunteering project between Vodafone and the school. They will shortly be visiting the school to discuss the work to be done and will have a budget of £300 for resources. Premises – 11th June 2015 – no further updates. Learning & Teaching – 30th June 2015 – no further updates.</p>	
12.	<p>Succession Planning – this is an important focus and will be on the agenda for September. Self Evaluation - only a few replies had been received to the questionnaire regarding the Governors’ Section of the School Vision Map. Action – All governors to return the questionnaire to KM GovernorHub Healthcheck to be completed in September.</p> <p>RD is resigning as a Co-opted Governor at the end of term.</p>	All Gov’s KD/KM
13.	<p>Monitoring visits – all the visit reports are on GovernorHub. Governors commented that the report from the Parish Council meeting was very helpful.</p>	
14.	<p>Policy update – all the policies are on GovernorHub and the revised schedule is attached to the HT report. Confidentiality Policy – this was agreed and all governors signed the</p>	

	<p>Confidentiality Agreement – these will be kept in school. Induction policy – this had been updated and agreed. Governors' Expenses policy – agreed Governors were also given Induction information on Safeguarding.</p>	
15.	Academy update – no further information.	
16.	<p>Date of next meeting – 6th October 2015. Dates of all meetings will be on the calendar on GovernorHub.</p> <p>There being no further business the meeting closed at 6p.m</p>	