

Lauriston School Governing Board Meeting

<p>Tuesday 26th June 2018, 7.30am-9am</p>	
<p><u>Present:</u></p> <p>Marisa Childs Louis Harris Joannie Andrews Fiona Clarke Madeleine Davis Lorraine Groom Pauline Abbie Colin Hutchinson</p>	<p>Co-opted Governor and Chair of Governors Head of School Co-opted Governor Parent Governor Parent Governor Co-opted Governor Co-opted Governor <u>Local Authority Governor</u></p>
<p><u>In attendance:</u></p> <p><u>Clerk:</u> Louise Corkrey lcorkrey@lauriston.hackney.sch.uk 0208 986 6331</p>	
<p>Discussion</p>	
<p>1.</p>	<p style="text-align: center;">INTRODUCTION/MEMBERSHIP/DECLARATION OF INTERESTS</p> <p>Chair welcomed everybody. Daubeney School OFSTED today has meant change to Clerk and absence of Executive Head.</p> <p>1.1.Apologies from Janice Thomas, Corrine Ffinch, Kitty Stewart, Jatin Shamsi (Clerk)</p> <p>1.2.No new declaration of interests were noted.</p> <p>1.3.The chair reported no urgent actions.</p>
<p>2.</p>	<p>MINUTES</p>

	<p>Minutes of JOINT FGB 8th March 2018:</p> <p>2.1. The minutes were agreed as an accurate record, time date and venue to be added to the minutes ACTION: LB</p> <p>2.2. Minutes from the Resources Committee Meeting 3rd May 2018 :</p> <ul style="list-style-type: none"> • The minutes were circulated to all governors in advance of the meeting and included budget notes. The budget was recommended by the Resources Committee to the GB.
3.	<p>BUDGET</p> <p>3. The 2018/19 budget was circulated to all governors in advance of the meeting.</p> <ul style="list-style-type: none"> • <i>Governors asked about projections for future years:</i> the five year forecast showed a small in-year deficit from 2019-20 increasing year on year. The forecast indicated that this could be absorbed by the cumulative surplus until 2020-21. By 2021-22 the c/fwd would be exhausted and the school would enter into deficit. The forecast was based on current levels of resourcing, pupil numbers and staffing. Future funding levels were uncertain. The SLT will continue to maximise available resources and ensure wherever possible that all pupil vacancies are filled. • LG presented the budget along with the headline notes included in the Resources Committee minutes 3rd May 2018, KPI's and Budget dashboard. • Governors approved the 2018/19 budget.
4.	<p>HEAD OF SCHOOL REPORT AND SCHOOL UPDATE</p> <p>4. LH presented the report which had been previously circulated to governors.</p> <ul style="list-style-type: none"> • SIP visiting today – focus: narrowing the PPG gap, how we are closing the gap and supporting PPG children? • September priorities – there have been several joint SLT meeting to discuss 18/19 priorities • Quality of Teaching & Learning – SLT will be mentoring new teachers, monitoring, supporting and coaching • Middle Leaders – priority from last two OFSTED inspections: SLT working to grow middle leaders. There was a large response to senior teacher positions from strong candidates. Subject leads with TLR's have been appointed. • <i>Governors asked about the Head's Times Table Award</i> – LH explained teachers push children forward and the HTTA had been very successful. Strategies also in place for spelling, both developing collaborative behaviours for learning and problem solving resilience. • KS Assessments – data and results will be available for next meeting. • Monitoring – class observations and development of NQT's (NQT's staying in same year group for 18/19 to consolidate practice). • <i>Governors asked about the PPG gap.</i> PPG monitoring data will be available at July meeting

- Current Issues - Recruitment & HR: an eventful year with severe absences. Currently one class teacher and one learning mentor on phased return; one learning mentor long term sick; 2 EYE's and one class teacher on maternity leave. A letter is being sent to parents this week informing them of three more teachers on maternity leave from September. One class teacher will be moving to Daubeney.

Four teachers have been appointed – 2 NQT's, 2 experienced. One new teacher will be given the TLR for PHSE.

Two fixed term EYE's have been appointed to cover the maternity absences.

- *Governors asked about classes for next year* – letters to parents are ready to go. Transition w/c 2nd July, new teachers will be present. SENCO and LSA's supporting vulnerable children.
- *Governors asked about non-class based teachers* – one tchr two days per week, on four days per week.
- *Governors asked about SLT structure for September* – Head of School, 2 Deputy Heads (Assistant Head will not be replaced).
- *Governors asked how recruitment process went* - EYE posts attracted a very strong field of candidates, teachers varied with a couple very strong.
- CPD – weekly sessions with phase leads plus mini coaching sessions. Sessions include: Garden Art, REU & PAC UK (adopted children). SLT have a well-being session next week.
- Curriculum – fortnightly newsletters have been well received. Very full curriculum including: Big Draw, Art in the Park, Sports events, Work Week, School Council Lauriston Bake Off, Head of School Tea Parties (some children mentioned attending the tea party in their personal highlights section of reports to parents). Also lots of visits, workshops and events like Lauriston's Got Talent.
- PPG document is on the website
- Attendance 97.1% (compared to 96.3 last year).
- *Governors commented on an excellent and full report from Head of School and referred to SIP report which mentioned new assessment and feedback* – LH explained review and changes to the marking policy: immediate feedback being most effective. Teachers helicopter and give immediate feedback by highlighting books. Child responds immediately to feedback. At the end of the lesson books are placed in three piles, got/not got/stretch. Following day's learning is stronger and impact seen over the week.

Governor asked if the same policy was in place in the three schools – LH confirmed this, Friday coaching sessions were introduced to support and going very well. Also tightens behaviour, children are taught the assessment and feedback policy as well as staff. The system develops professional practice. Distance marking is still in place where necessary

Governor suggested Curriculum Committee looks at system next year to have a sense of how it works : **Action LH**

- *Governor asked for information on fixed term exclusion and referral to REU in SIP report* – LH confirmed 1 further fixed term exclusion (same child). Child finding things challenging. Support from outside agencies and adjustments to timetable actioned. 1 child referred to REU making very good progress.
- *Governor asked about vacant Site Manager's house* - school now in possession of house, future use to be determined at a later date.
- *Governor asked a question on the budget: proportion of SLT and staff costs* – LG confirmed the % of staffing costs included support for out of

	<p>hours provision including; breakfast club, after school clubs and extended day provision. Income generated (108) offsets staffing costs at Lauriston. Benchmarking comparisons vary according to various factors; catering and cleaning staff, bought in services etc.</p>
5.	<p>AOB</p> <ul style="list-style-type: none">• Next meeting Wednesday 11th July 6pm - Lauriston School• Joannie Andrews informed governors that after approximately forty years as a governor she is stepping down. She has enjoyed being a governor and wishes to remain a “friend” of Lauriston and will keep in touch. Chair thanked JA for her service to the school.