

COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Monday 18 November 2019** commencing at **5.00pm**

Present:

Peter Stokes – Co-opted Governor (In the chair)

Mo Williams – Co-opted Governors

Lauren Findlay

Angela Wall

Rachel Key – Parent Governor

Lynne Stagg – LA Governor

Douglas Brawley – Headteacher

Sara Petipher – Associate Members

Darran Cowell

Lizzie Shackelford

Also in attendance: John Stock (Clerk)

ACTION

53. Headteacher Performance Management Review (Confidential)

The Board considered the recommendations of the Review Committee and the decision is set out in the attached CONFIDENTIAL minute.

(NB; No staff governors were in attendance for this item)

54. Apologies for Absence accepted from Pam Paice and Toby Simmonds (Co-opted Governors), Amanda Wood (Staff Governor), Tracey Pinkney and Allyson Roberts (Associate Members). Elaine Cowley (Co-opted Governor) had submitted her resignation on 12 November and Wayne Frampton (Parent Governor) was not in attendance.

55. Governing Board Membership

AGREED that the Chair send a letter to all parents advising of vacancies which needed to be filled on the Board . The letter would include details on the expected role of a governor.

55. Declarations of Interest - none

56. Minutes – 12 September 2019

AGREED that the minutes of the meeting held on 12 September 2019 be confirmed and signed by the Chair as a correct record.

57. Committee Reports

The minutes of the following committee meetings were noted:

- Teaching & Standards Committee – 10 October 2019
- Resources Committee – 17 October 2019

58. Matters arising from the Resources Committee**Minute No.32/19 – Mid Term Budget Review**

AGREED that the revised budget for 2019/20 as recommended by the Resources Committee be approved.

Minute No. 37/19 – Governor Skills Matrix

AGREED that this matter be reconsidered at the next Governing Board meeting following completion of submissions by all Resources Committee governors.

59. Headteacher Report

The Board considered the Headteacher Report which had been circulated in advance of the meeting.

The Headteacher drew attention to Appendix 1 of the report in relation to progress data which was advised at the July meeting. Due to a mix up in reports, the figures had to be amended as follows:

Maths was reported as nearly zero – it was now -0.62

Writing was reported as -0.4 – it was now -1.09

Reading was reported as -2.0 – it was now -1.62

Governors were pleased with the teacher performance tracker which showed a high level of performance

The intent, implementation and action regarding school priorities was very clear in the report. The governors considered that data tracking would provide the necessary impact results in the following year.

The Headteacher Report was noted with satisfaction

60. Staffing Matters

The Headteacher read to the Board a letter which he had sent to the Chair submitting his resignation with effect from August 2020.

The Chair would now circulate to all governors the draft programme for appointing a new Headteacher. An advertisement would be placed in December.

Chair

The responsibility was with the Governing Board and a panel of 3 or 5 members would be required in due course.

61. Governor Training

In the absence of Elaine Cowley (Training Liaison Governor), the Chair and Vice Chair would assume that role for the time being. The Clerk reminded governors that the deadline for booking Whole Governing Board training with Hampshire was 31 January 2020.

**Chair &
Vice Chair****62. Events and Celebrations**

- Hockey teams came 2nd and 3rd in the tournament
- Agility Team came 4th

29 November – Christmas Decorations Day

2 & 3 December – Christmas Grotto

4 & 5 December – Disco

6 December – Xmas Fair

9 December – Carols at Fratton Park

10 December – Carols in Cascades

11 December – Year 6 Production

12 December- Carols in the Playground

17 December – The Panto

- 63. Date of Next Meeting** – Thursday 16 January 2020 to include a confidential item on the progress of the appointment of a new Headteacher and an invitation to the Head Boy and Head Girl.

The meeting concluded at **6.10pm**.

Chair