

Minutes

FULL GOVERNING BODY OF CYPRESS PRIMARY SCHOOL

Tuesday, 19th of July 2017 at 7:00 pm – at Cypress Primary School

Name	Position	Status
Marsha Douglas	Co-opted / Chair	Present
Nicky Godetz	Head Teacher	Present
Eunice O'Dame	Parent	Present
Nadine Anderson	Co-opted	Present
Richard Steele	Co-opted / Vice Chair	Present
Andre Luck	Co-opted	Present
Beverly Nutter	Parent	Present
Emer O'Neill	Staff	Present
Alex Toogood	Co-opted	Apologies
Louise Shadbolt	Co-opted	Present
Anna Hart	HoS Infants / Observer	Present
Georgia Buchan	HoS Juniors / Observer	Present
Jolyon Roberts	PAT Representative	Present
Lynne Sampson	PAT Representative	Present
Richard Hill	Chair of Trust, PAT	Present

	ITEM	ACTION
1.	Apologies for absence AT sent her apologies and these were accepted.	
2.	Confirmation of quorum The meeting was declared quorate. Richard Hill, the Chair of The Pegasus Academy Trust was welcomed to the meeting by the Chair.	
3.	Declaration of any conflict of interest with items on the agenda and changes to register of interests There were no conflicts of interest or changes to the register of interests.	
4.	Board/Committee membership changes There were no changes since the last meeting.	

5.	<p>Minutes of the previous meeting (20th of June 2017)</p> <p>RESOLUTION: The minutes were reviewed and it was agreed that they constituted a true and accurate reflection of the meeting. They were signed by the Chair.</p>	
6.	<p>Matters arising not discussed elsewhere and Action Log</p> <p>Items 025, 026, 027 and 029 were closed.</p> <p><u>Year 6 residential trip</u></p> <p>Kelly H is currently working on this for EPS and WHJUN; she is happy to do so for CYP as well. The PAT trip was approximately £100 cheaper than the trip CYP took last year. Everyone goes at the same time across the Trust and there were 120 children in year six who went last year.</p> <p><u>Parental survey</u></p> <p>This has gone out to parents now with about 20 responses received. It was agreed to leave the survey open over the summer.</p>	
7.	<p>Headteacher updates</p> <p>A full SEN report has been written for the handover and the premises plan has also been finalised.</p> <p>ACTION: Premises plan to be uploaded to Fronter and confirm to clerk for notification to governors.</p> <p><u>Finance</u></p> <p>The budget has been split 5/12 and 8/12. The LA has confirmed they will extend the school's funding to cover the change in academisation date.</p> <p><u>GLD</u></p> <p>Governors and EYFS staff will focus on what needs to be done to ensure that more children get the GLD in the new academic year.</p> <p><u>Phonics</u></p> <p>The gap analysis will be brought in line with PAT: earlier in the year and more frequently. This will enable the teachers to identify those children needing support earlier. The school will be differentiating phonics teaching going forward.</p> <p>Governors noted that assessment needs to be more rigorous in non-SATS years in order to push improvement forward.</p> <p><u>Writing</u></p> <p>The children have the creative ability; however they do not necessarily meet the assessment criteria due to the focus on technical areas. The children develop their creativity through the school and lock down the</p>	

	<p>technical aspects in Year 6.</p> <p>The school was moderated this year and the moderators were impressed with the teaching team and their knowledge of the children's skills. Governors noted that writing is an improving trend over the past few years. Teachers will be looking at a variety of areas, including the method of input, to see where further improvement can be made.</p> <p><u>Maths</u></p> <p>The focus next year must be on basic arithmetic skills. There has been huge improvement on last year but more is required. Reasoning skills have not been developed sufficiently as too much time has to be spent on the basics.</p> <p><i>A governor queried whether the teachers have done any work with PAT regarding maths.</i> They have spent the last term working with PAT in order to harmonise practice and plan for next year. The EHT believes that the Year 6 teachers are well placed for next year. The school plans to have finished teaching arithmetic by the end of Year 5 so that children come up to Year 6 able to decide what method to use and apply their knowledge appropriately.</p> <p>The HT stressed the improvement shown by Year 6 in spite of having a number of different teachers. The CoT of PAT also commended the results that were achieved given the level of disruption to the children.</p> <p><u>Review by LA</u></p> <p>The LA conducted a review of the school which was very positive. The inspector said she is satisfied that the school has responded well to the OFSTEDpoints for action.</p> <p>The HT noted that the quality of teaching is improving and all the NQTs have passed their training year successfully. They will all be remaining with Cypress Primary.</p> <p><u>Reading Recovery project</u></p> <p>LS requested information on the project in order to evaluate the outcomes and review the cost benefit ratio. PAT will also be evaluating the cost benefit ratio of Maths Mastery.</p> <p><i>A governor asked how PAT will evaluate the effectiveness of the programs.</i> The Trust will compare the various intervention methods used across the trust and the progress made as a result of those interventions. Data analysis will be complete in the autumn term.</p>	
<p>8.</p>	<p>2 YO updates</p> <p>The 2 YO offer is now full.</p>	
<p>9.</p>	<p>Academisation update</p> <p>The Chair of the Pegasus Trust, Richard Hill, gave a brief overview of how the Trust operates their governance arrangements, explaining what a MAC</p>	

	<p>is and how Academy Councils function.</p> <p>The GB noted that two parents have shown an interest in becoming co-opted/community MACs and there will also be a staff MAC vacancy as the current staff governor is leaving at the end of the academic year.</p>	
10.	<p>Parent communication</p> <p>The survey has been left open until September 2017. There is a meeting planned in the autumn term to discuss the outcomes of the survey.</p> <p>An item will be placed in Cypress News to encourage parents to sign up to the Pegasus Twitter feed.</p> <p>One of the parent governors commented on the positive feedback they had received regarding the de-bulge in year 3 and said that parents were understanding of the reasons.</p>	
11.	<p>Safeguarding update</p> <p>As a learning point from the OFSTED inspection in BINF, the EHT told the school that the SCR needed to have a column for the section 128 check. This was noted being already in place.</p>	
12.	<p>Governor visit update</p> <p>BN attended the school to review the use of Rainbows and EYFS data with Matt Chitty. It was noted that children who attended Rainbows showed a significant level of progress through the school years, greater than other children, including those who attended just the nursery year.</p>	
13.	<p>Correspondence to the Chair</p> <p>The Chair of the Trust said that he had received a parental complaint, which he sent back to the school and they had resolved it quickly.</p>	
14.	<p>Confidential items</p> <p>There were a number of items discussed regarding staffing and pupil exclusions that are regarded as confidential. Please see separate minutes.</p>	
15.	<p>Any other business</p> <p>Thanks were given to Nicky Godetz and Emer O'Neill who would be leaving at the end of the academic year. The governors wished them all the best in their endeavours in the future.</p>	
16.	<p>Dates of next year's meetings</p>	

	4 th of October 2017 28 th of November 2017 6 th of March 2018 9 th of May 2018 18 th of July 2018 All at 7:00 pm. There will be a day for all MACs in the Trust in January 2018	
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There being no further business for discussion the Chair thanked everyone for their contributions.

The meeting closed at 9:15 pm.

Signed as a true and accurate record of the meeting	
Chair's signature	
Chair's name	
Date	