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Page 924

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## **THE GOVERNING BODY OF SHELLEY COLLEGE**

**Minutes of the Full Governors Meeting of Shelley College Governing Body held at 8:00am at Shelley College on Thursday 21<sup>st</sup> April 2016.**

### PRESENT

Mr N Wilson (Chair), Mrs A A Cooper, Ms C Cooper-Smith, Mr G Davis, Ms A Horsfall-Jones, Ms T Dunkerley, Mrs P Gillespie, Mr J McNally, Mrs A Poppleton, Mr N Siraj

### In Attendance

Mrs H Tones, (Minute Clerk)  
Mrs C Lally, Bursar  
Mr D Wadsworth, Associate Principal

The meeting commenced at 8:05am.

### 2703. APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST AND DELEGATION OF VOTING RIGHTS

- (a) Apologies were received from Mr B South (consent)
- (b) Ms A Horsfall-Jones declared she was a Governor at Flockton First School

### 2704. MATTERS FOR ANY OTHER BUSINESS

- (a) Finance Committee meeting date
- (b) Scheme of delegation for SHARE MAT.

### 2705. REPRESENTATION

No matters reported.

### 2706. APPROVAL OF THE MINUTES OF THE FULL GOVERNING BODY MEETING HELD ON 15 MARCH 2016

The minutes of the Full GB meeting had been circulated prior.

**RESOLVED:** That the minutes of the Full Governing Body meeting held on 15<sup>th</sup> March 2016 be approved subject to the following amendments:

- (i) Minute 2685(c) refers - add Mrs A Poppleton to the Evaluation and Improvement Board

- (ii) **Minute 2700e refers - Change review dates to only read 'November 2016'**  
**(Unanimous)**

2707. MATTERS ARISING

- (a) Peer report - minute 2684 (b) refers

Mrs A Poppleton advised that the Peer report was with Gill Ellis.

- (b) SEN Report – minute 2689 (a) refers

**ACTION: Principal to ensure that the SEN report is sent to Mr N Siraj.**

2708. FINANCE UPDATE

Mrs C Lally spoke to the written Finance report and financial papers that had been circulated prior to the meeting. Copies of the Income & Expenditure, Balance Sheet and draft Budget plans for Shelley College and Teaching Schools were available in the meeting. Highlights included:

- (a) Cumulative year to date there was a £78k surplus.  
(b) No virements were requested.  
(c) There was a current deficit in Teaching Schools draft budget of £46.6k. Only 7 teacher training applications had been received to date versus a plan of 15. It was noted that the new quota system in place had impacted applications. Teaching schools competition was high and a change of provider had also impacted applications. The Principal recommended that the Governing Body review the situation after 2 years of operation. It was suggested to review SCITT which meant that College would deliver the teacher training and commission an HE partner. The Teaching School was currently being actively reviewed by College through close monitoring and reviewing costs

**Q: What funding was available?**

**A: The annual grant for teaching schools is subject to review but is currently a minimum of £40k per annum.**

**Q: Are Teaching Schools staff proactive in trying to recruit?**

**A: Yes - there had been marketing through range of routes to recruit and an Open Day was being held.**

The Chair thanked Mrs C Lally for her report.

2709. OPERATIONS PLAN UPDATE

The Principal spoke to the Operations report which had been circulated prior. Highlights included:

- (a) The Print Management system was ongoing with projected completion of 30<sup>th</sup> April 2016.



- (b) College had been successful in their CIF Bid for major electrical work totalling £235.1k.
- (c) College was awaiting to see interest submitted for the Catering Services provision, which may be extended to cover cleaning in the future
- (d) MUGA- there had been a slight delay to the expected completion date due to weather.

The Chair thanked the Principal for the Operations report.

2710. HR UPDATE

The Principal spoke to the HR report that had been circulated prior to the meeting. Highlights included:

- (a) Recruitment of a Maths teacher was in plan.
- (b) Nadine Cotton, Attendance Officer had been appointed
- (c) Sarah Pendle, Exams Officer was due to start in May.
- (d) The HR Manager was due to take up her post in 3 weeks.

The Chair thanked the Principal for the HR report.

2711. PRINCIPAL'S REPORT

The Principal spoke to his report that had been circulated prior. Additional performance indicator information were circulated in the meeting. Highlights included:

- (a) The Principal, senior leaders and the QA team had undertaken numerous learning walks

**Q: What was the quality of T&L?**

**A: Overall, good with variations in standards between teachers. Staff not meeting minimum standards have been identified and are being supported.**

- (b) Attendance for all students was currently 96.2% vs 95.4% last year.
- (c) Disadvantaged student attendance was currently at 93.71% vs 91.2% last year.
- (d) Number of days of exclusions was significantly down from last year.

**Q: What were the type of exclusions?**

**A: Two students had set off a smoke alarm before Easter. Students went through processes before an exclusion decision was made. It was a decision that was not taken lightly. The number of days excluded are significantly below the national average.**

**ACTION: Mr D Wadsworth to check with Mrs J Carr that work packs are sent home for excluded students.**

- (e) Strategy

**This item was deemed confidential**

