



Company Registration No: 07729878  
**SCHOOL COPY**

Page 843  
DCSF: 4049

## **THE GOVERNING BODY OF SHELLEY ACADEMY TRUST AND SHELLEY COLLEGE**

**Minutes of the Full Governors Meeting of Shelley College Governing Body held at 6.00pm at the School on Thursday 26 March 2015.**

### PRESENT

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

### In Attendance

Mrs H Tones, (Minute Clerk)  
Mrs J Carr, Vice Principal  
Mr A Hewitt, Vice Principal  
Mrs C Potterton, Director of Finance  
Mr D Wadsworth, Associate Principal

The meeting commenced at 6:00pm.

### 2515. APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST AND DELEGATION OF VOTING RIGHTS

- (a) Apologies received from Mrs A A Cooper (consent), Mr G Davis (consent), Mr Dunstan (consent), Mrs P Gillespie (consent), Mr B South (consent)
- (b) Mrs A A Cooper, Mr G Davis, Mr M Dunstan and Mrs P Gillespie had all delegated their voting rights to the Chair of the meeting.
- (c) There were no declarations of interest.

### 2516. REPRESENTATION

Nothing reported.

### 2517. NOTIFICATION OF ANY ITEMS TO BE BOUGHT UP UNDER ANY OTHER BUSINESS

- (a) Millbridge Governing Body meetings (Principal)

### 2518. APPROVAL OF THE MINUTES OF THE FULL GB MEETING HELD ON 24 FEBRUARY 2015 AND MATTERS ARISING

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

**RESOLVED:** That the minutes of the meeting held on 24 February 2015 be approved subject to the following amendments:

- (i) Term dates and school holidays for 2015-16 (minute 2509 (h) refers)

Remove 'day tagged on to end of half-term' for Monday 30 November 2015.

(ii) Link Governor (Minute 2511 refers)

**Replace Ms C Cooper-Smith with Mrs A Horsfall-Jones.**

**(unanimous)**

Matters arising:

(a) School Organisation Chart (minute 2504 (b) refers)

Ms Dunkerley requested a re-send to all Governors of Shelley College's high level organisation chart. The Minute Clerk agreed to action this.

(b) Community engagement (minute 2509 (a) refers)

Mrs Poppleton and Ms Horsfall-Jones requested that Community engagement be an agenda item at the next Fill GB meeting. This was agreed to.

**Q: Did anyone from College attend the Learning and Community Hubs?**

**A: No but Adrian Lythgo had recently presented to the Kirklees' Headteachers group.**

(c) Absence figures (minute 2509 (c) page 839 refers)

Mr Wadsworth reported that Staff absence figures were as follows:

- (i) September 2013 to half term of Spring term 2014 – 55 staff had a period of absence which had amounted to 191 days absent.
- (ii) September 2014 to half term of Spring term 2015 – 40 staff had a period of absence which had amounted to 226 days absent. The higher number of days was due to long term absences.

Staff Absence was being reviewed and processes were in place to manage absence and return to work.

(d) SEN Governor Visit (Minute 2511 refers)

Mr Siraj was in process of arranging a school visit with Mrs Carr after the Easter holiday.

2519. APPOINTMENT OF GOVERNOR WITH SPECIFIC RESPONSIBILITY FOR ICT

Ms Dunkerley volunteered to be the Governor with specific responsibility for ICT.

**RESOLVED: That Ms Dunkerley be appointed as the Governor with specific responsibility for ICT (Unanimous)**

2520. VISITS TO SCHOOL AND TRAINING COURSES ATTENDED BY GOVERNORS

(a) Mrs A Horsfall-Jones had attended a parent's session on Maths & English curriculum. She reported the event had been well organised and information provided excellent. She recommended that College held such a briefing earlier in the academic year.

(b) Mrs A Horsfall-Jones had attended 'Building our futures together' event with Adrian Lythgo, Kirklees Chief Executive, and Gill Ellis, assistant Director for Learning,



(c) Kirklees Council. She reported that Ms Ellis had indicated to her that she was pleased with the relationship that Kirklees had with Shelley College.

Mrs Potterton joined the meeting.

2521. EV1s

None requested.

2522. CORRESPONDENCE

None reported.

2523. GOVERNING BODY SEF

Copies of a proposed Governing Body SEF based on '20 Questions for a school governing body to ask itself' from the NGA had been circulated prior. It had been tabled by the Minute Clerk that the Full GB should undertake a yearly SEF of itself. Mrs Poppleton suggested that the SEF would be best undertaken as a separate meeting. The Chair agreed that this was to be discussed later as best way forward.

2524. UPDATE ON PRINCIPAL'S PERFORMANCE REVIEW PROCESS

Mrs Poppleton had circulated prior to the meeting the proposed process of the review of Principal's performance review that she, Ms Dunkerley and Mrs Horsfall-Jones had devised. Governors were requested to email any comments to Mrs Poppleton.

**RESOLVED:** That Mrs Poppleton, Ms Dunkerley and Mrs Horsfall-Jones proceed with the Principal's performance review process as proposed.

2525. THE PRINCIPAL'S REPORT

Mr Wadsworth spoke to the Principal's report that he had written and that had been circulated prior to the meeting. Highlights included:

(a) Student Performance

Mr Wadsworth circulated a factsheet on Progress 8 Measure for Governors reference and explained how the measures were constructed. College had already opted to use Progress 8 measures in 2015 prior to the required date of 2016 by all schools.

Attainment 8 is a measure based on the actual results achieved whereas Progress 8 measures against a nationally set progress target. KS2 results were used as a baseline figure to determine the GCSE Progress 8 measure of students. If students performed above the Progress measure this was shown as a positive number.

Progress 8 was constructed of English, Maths, 3 EBacc qualifications and an Open group of 3 other EBacc or other approved qualifications.

Progress 8 measures calculated using 2014 results for Shelley College were circulated. The Progress 8 score for all students was +0.05 and for disadvantaged students was -0.57. College was focusing on current Year 11 disadvantaged students and their performance and was predicting a narrowing of the gap over the previous Year 11's performance.