

PRESENT:

Jo Perry	JP
Anne Middle	AM
Leanne Symonds	LS
Andy Baker	AB
Matthew McLoughlin-Parker	MMP
Cheryl Bailey	CB (arrived at 17:35)
Gary Clark	GC (arrived at 17:50)

IN ATTENDANCE:

Sarah Simpson, Your Clerk™	SS
Jennifer Clifford	JC
Rachel Rous	RR
John White	JW

ITEM		<u>ACTION</u>
1.0	WELCOME & APOLOGIES	
	AM welcomed MMP to the meeting and the Board. All members and persons present introduced themselves to MMP. <u>APOLOGIES</u> Nigel Soloman Sarah Watkins Kate Carter	
2.0	ELECTION OF CHAIR & VICE-CHAIR	
	No nominations for the roles of Chair and Vice-Chair were received prior to the meeting. SS invited nominations for both roles at the meeting. AM and CB left the room while the following respective decisions were made: DECISION: AB proposed AM as Chair of the Board of Trustees for the Quay School. This was seconded by JP and unanimously agreed. DECISION: JP proposed CB as Vice-Chair of the Board of Trustees for the Quay School. This was seconded by LS and unanimously agreed.	
3.0	DECLARATIONS OF INTEREST	
	None	
4.0	MINUTES OF THE PREVIOUS MEETING	
	The minutes were agreed as an accurate record of the meeting.	
5.0	MATTERS ARISING (NOT ELSEWHERE ON THE AGENDA)	
	JW reported that he was unsuccessful in finding a Health Professional to join the Board. JW reported that the bus is in the long-term plan.	

<p>5.1</p> <p><u>POLICIES</u></p> <p>AM gave thanks to RR and all those involved for the work on the compiling the newly revised policies, which have now been ratified via e-vote and signed for filing. RR to devise a policy review schedule. SS to send a copy of the statutory policy schedule template spreadsheet to RR. It was agreed that review will be undertaken at local governing body level. RR to bring the schedule to the next meeting.</p> <p>5.2</p> <p><u>BOARD MEMBERSHIP</u></p> <p>JP advised that the Board requires a SEND specialist Headteacher. MMP provided Governors with an overview of a potential candidate who has been found. JP would also like the candidate to join the Coppice Spring School Local Governing Body, with a view to becoming Chair.</p> <p>JP advised that another new potential Board member is an ASD specialist Education Psychologist, who has registered an interest. However, there may be a conflict of interest; RR will clarify this and report back to AM and JP. AB suggested an alternative would be to include the candidate as an Associate Governor.</p> <p>Governors agree that both candidates would be beneficial to the Board.</p>	<p>RR SS</p> <p>RR</p> <p>RR</p>
<p>6.0</p>	<p><u>NOTIFICATION OF AOB</u></p>
	<p>None</p>
<p>7.0</p>	<p><u>MEMBERSHIP</u></p>
<p>7.1</p> <p><u>TRUSTEES</u></p> <p>Anne Middle Cheryl Bailey Leanne Symonds</p> <p>7.2</p> <p><u>DIRECTORS</u></p> <p>Jo Perry Cheryl Bailey Anne Middle Gary Clark Leanne Symonds Nigel Soloman Kate Carter Sarah Watkins</p> <p>7.3</p> <p><u>(The Quay School (TQS) Local Governing Body (LGB))</u></p> <p>John White Leanne Symonds Jo Perry Joe Curtis Ian Alexander</p>	<p>Governors agreed that the Trustees and Directors for the Quay School will be as follows:</p> <p>Governors agreed that the membership of the local Governing Bodies will be as follows:</p>

	<p>Mike Kelly Gary Clark Ian Schofield Fran French Andy Baker Kate Carter</p> <p>JP advised that there is a new Parent Governor interested the role. Parkstone Grammar School, St. Edward's, St. Aldhems and Carter Community College are not currently represented on the Board. AB to contact the Headteachers at Poole High School and St. Edwards to see if they would be interested in joining the Board.</p> <p>7.4 <u>Coppice Spring School (CSS) Local Governing Body (LGB)</u> Matthew McLoughlin-Parker Jo Perry Nigel Hargreaves Will Henry Keith Norman Paul Michalski</p> <p>RR advised that there are two new Parent Governors interested the vacancies. We are currently trying to fill the Staff Governor vacancy.</p> <p>Governors agreed that the non-statutory committees for the Quay School will be as follows:</p> <p>7.5 <u>SCHOOL DEVELOPMENT</u> Andy Baker Cheryl Bailey Kate Carter Jo Perry Sarah Watkins</p> <p>7.6 <u>RESOURCES</u> Anne Middle Jo Perry Leanne Symonds Gary Clark Nigel Soloman</p> <p>Governors agreed that the statutory committees for the Quay School will be as follows:</p> <p>7.7 <u>AUDIT COMMITTEE</u> Andy Baker Cheryl Bailey Kate Carter</p> <p>7.8 <u>HEADTEACHER'S PERFORMANCE MANAGEMENT</u> Anne Middle</p>	<p>AB</p>
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<p>7.9</p> <p><u>PAY REVIEW COMMITTEE</u></p> <p>Jo Perry Leanne Symonds Anne Middle Nigel Soloman Andy Baker</p> <p>7.10</p> <p><u>STAFF DISMISSAL</u></p> <p>Delegated to LGB level.</p> <p>7.11</p> <p><u>STAFF DISMISSAL APPEAL</u></p> <p>Delegated to LGB level.</p> <p>7.12</p> <p><u>PUPIL DISCIPLINE & EXCLUSION</u></p> <p>Delegated to LGB level.</p>	<p>Andy Baker Leanne Symonds</p>	
<p>8.0</p>	<p><u>FINANCE UPDATE</u></p>	
	<p>JC reported that we ended the year on a deficit and the recovery plan has been submitted to the Education Funding Agency (EFA); we are awaiting a decision on the loan application. JC advised that the two provisions in place have improved finance. JC advised that the Trustees Report will need to be published to show a positive picture of improvement. JC invited questions from Governors. None received.</p>	
<p>9.0</p>	<p><u>REPORTS FROM LGBs ON 2015 STUDENT OUTCOMES & DESTINATIONS</u></p>	
	<p>AB reported that attendance at The Quay school was 82% last year, varying across the provision; this is a positive outcome. AB reported that there has been a positive improvement in vocational qualifications; with good results in literacy and numeracy qualifications, with some vocational students achieving GCSE qualifications.</p> <p>AB reported that only two out of thirty-eight students (5% equivalent, which is below the Poole average of 6.5%) are not in any form of education, employment or training NEET. JW and AB agree that benchmarking data would be useful.</p> <p>MMP reported that attendance at CCS was 80.5% last year; 48.8% attended 90% or more. MMP advised that for those pupils undertaking the formal route, all gained qualifications in five subjects, including English and Maths.</p> <p>MMP advised that in terms of destinations, two are in employment; seven are at college; one is engaged in other training and two are NEETS; one with low attendance and qualifications to gain college place when ready. Governors are pleased to learn of this 'vast improvement' on the previous year.</p> <p>Governors congratulated both schools on the results for the students.</p>	
<p>10.0</p>	<p><u>UPDATES SINCE JULY 2015 BOARD MEETING + DECISIONS REQUIRED</u></p>	
	<p>JP reported that she will be submitting an application for NLE status on Monday 05</p>	

	<p>October 2015, and AB & JP will be making a joint application for Teaching School status. GC is in support of both applications. AB advised that this is with full support from the local authority.</p> <p>GOV Q (AM): What is the status of the other teaching school? Primarily, they have a primary focus; our focus will be secondary and we will look to work with neighbouring alliances.</p> <p>GOV Q (LS): Do you still receive four years funding? Yes.</p> <p>GOV Q (AM): Do you have capacity for this? This is why we are engaging with Poole Grammar School. If successful, we will need to appoint a Director of the Teaching School. The job share bid will secure the alliance in the event that one of the schools loses outstanding status.</p>	
11.0	FREE SCHOOL APPLICATION	
	<p>JP provided Governors with an update on the Free School Application, advising that the initial application to New Schools Network was submitted last term and it was successful. We are now on the development programme for the next stage submission of the full application to the DfE.</p> <p>JP advised that the first submission, Vision statement and curriculum planning tool, deadline is Friday 02 October 2015. However, data on the provision gap and on current outcomes (attainment, progression and value for money) for pupils in out of area provision is still required. . The education plan needs to be completed by the end of October 2015, with the full application submitted in January 2016. Mock interviews will be held in February 2016.</p> <p>JP has included into the application an extract from the most recent Borough of Poole OfSTED report. Governors are upset to learn that the required data from the local authority is not available.</p> <p>JP shared a hard copy of the vision, and the plan for how we will meet the range of need and make provision, with Governors at the meeting.</p> <p>JP advised that a potential site for the school has been found. JP to consider engagement with the Army for land provision/negotiations. LS to provide contact details.</p> <p>GOV Q (AM): What numbers on roll are we looking at? At capacity, approximately seventy 11-19 year olds.</p> <p>CB and AM offered assistance to JP with the application. JP will require further Governor assistance with the application. Governors advised on their willingness to offer support.</p>	
12.0	ANY OTHER BUSINESS (AOB)	
12.1	<p><u>PARENTS GROUP (SELF-SUPPORTED)</u> JP reported that a group member has visited their local Minister of Parliament (MP) to</p>	

	discuss the school, and the good work being done here. As a result, the MP will be making a visit to the Quay School.	
13.0	DATE OF NEXT MEETING	
	17:00 Wednesday 16 December 2015	
	CLOSE: 18:35	

Prepared by Sarah Simpson
Wednesday 30 September 2015

Approved _____

Date _____

SUMMARY OF ACTIONS

Andy Baker

- contact the Headteachers at Poole High School and St. Edwards to see if they would be interested in joining the Board

Rachel Rous

- devise a policy review schedule (review will be undertaken at local governing body level)
- bring the policy schedule to the next Board meeting
- clarify the potential conflict interest for a new Board member (ASD Specialist) and report back to AM and JP

Sarah Simpson

- send a copy of the statutory policy schedule template spreadsheet to RR
- ensure Policy Schedule (RR) is on the agenda of the next Board meeting