

LOOE COMMUNITY ACADEMY TRUST**COMPANY NUMBER: 07909371**

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Minutes of the Governing Body Committee Meeting held on Monday 10 October 2016 at 4.30pm

Present:	Apologies:	Attendees:
H Jenkins	S Brock	S Green (Business Manager and Company Secretary)
J Kevern	D Glynn	L Sutcliffe (Clerk)
L Ingham	S Minnette	H Casson (Deputy Headteacher)
M Lewis	P Prisk	
M Long	T Vasey	
T Wardle		

Governors attending: 5

Total number of Governors required to be quorate: 4

The meeting started at 4.40pm

1. **Welcome and apologies:** MLO welcomed all to the meeting. Apologies were accepted.
2. **Declarations of interest in this meeting:** None. Updated pecuniary interests formed were passed to LSU
3. **Governors' Code of Conduct:** Completed forms were handed to LSU.
4. **Minutes of the previous meeting held on 11 July 2016:** Minutes were accepted as an accurate record.
5. **Matters arising from the minutes not covered in the agenda elsewhere, including a review of action points:**

Governors asked about the status of LCA and local community groups, following the reduced Academy opening hours and increased charges. It was advised that LIN had spoken to Val Cottrell from the Looe Youth Theatre as there had been confusion about the new rates. It had previously been agreed that the group could have reduced rates until half term as they had been in the middle of a production, which included many LCA students. It has now been advised that the new rates are unaffordable and will mean that the group will need to move elsewhere. LIN has requested special consideration for the group as many students are LCA and it is keeping the arts within the community. LIN and SPG will discuss this further and submit any requests to the Finance, Premises, Audit and Personnel committee. **Action: LIN and SPG**

6. **Exams Results Analysis and Student Performance and Headteacher's Report:**

- HJ updated the Governors on the provisional exam results for summer 2016. The results are the lowest in 3 years and the main area of concern is English. Papers have been analysed and issues identified, mainly being writing and a lack of 'worldliness'. Governors did note that LCA was one of only a handful of schools across Cornwall who did the AQA exam. Many other schools opted for the iGCSE.
- HJ advised that LCA is approximately 8th from bottom in Cornwall, based in the Progress8 calculations but this will not be confirmed until December.

- Governors asked how many students took Ebacc subjects and who passed these subjects. 33% took Ebacc subjects, 19% achieved this. The NA is 24%. HJ expects this to increase next year.
- HJ went through the Headteacher's report, noting the following:
 - The Progress8 for PP students is -0.22, which has reduced the overall Progress8 to 0.17 despite the non PP Progress8 being 0.28.
 - It was noted that English PP is an area of concern, along with boys English, especially compared with the high P8 of +0.57 for girls
 - It was noted that the low and middle attainment groups are not achieving as well as could be expected. This is mainly due to the boys within these groups. There are only 14 students in the higher ability bracket.
 - Governors noted the subject list and breakdown that would be published on the academy's website. They noted that ICT is being removed and that engineering is a concern. However, they did note that it is still early days for the measure.
 - Governors asked whether the English results were due to a particular teacher. HJ advised that it was across the department and not a particular teacher. She advised that Saltash and Torpoint schools would be sharing their best practice. KJA will also be leading on making everyone an English teacher in the school, with more reading and comprehension across the school. This has been met positively with staff.
 - Governors noted that there are no more levels at KS2 and there is a new assessment framework. The NA of pupils reaching the expected standard is 53%, in Cornwall it is 51% and the current year 7 is 35%. HJ advised that LCA has the lowest number of pupils reaching the expected standard in Cornwall. It was noted that Looe Primary and Polperro Primary both achieved approximately 50% and therefore the smaller primary schools are the issue. HCA also noted that there was a small group of very bright students within the year group.
 - Ways to address this include building aspirations. KJA is leading on an alumni project where ex-students are able to come in and speak to current students (currently 110 ex-students have signed up).
 - It was also noted that many of the pupils who attend from outside the catchment area tend to be vulnerable, SEN etc and choose LCA for the safe, nurturing environment that it offers.
 - Governors asked how the support staff re-organisation has been since the redundancy process started. HJ advised it was going well.

JKE left at 5.40pm

7. **Business Manager's Update:** As per the attached Business Manager's update, the following was noted:
- Stuart Diggins has joined as a maths teacher
 - Stan Minnette has taken on the role of Estate and Facilities Manager and a marked improvement has been noted.
 - Jo Leeds has resigned to work full time for HeadStart.
 - The Integrated Health Centre is due to be on site in October.
 - There will be an update on the South East Cornwall MAT from Dan Buckley on Tuesday 18 October. It is important that many Governors attend as guidance will be given on the next steps to be taken.

LIN left at 6pm

8. **Review of Governing Body Committees, TORs and vacancies:**
- Governors agreed to keep the two committees; the Finance, Premises, Audit and Personnel committee and the Curriculum and Standards committee. It was noted that attendance at meetings is stretched very thin as well as links to departments. Ideally there would be more

governors on each committee as it would enable them to understand the issues more fully.

After discussion, it was agreed that all governors should attend all committees. This would ensure each meeting is quorate and enable each governor to have a fuller understanding of each committee, thereby reducing duplication in meetings.

- Governors noted that DGL has indicated that she intends to resign as governor due to work commitments.
- A parent, with school experience, has expressed an interest in joining the FGB. Governors agreed to wait for the MAT process.
- It was confirmed that M Evans resigned as member and director, effective on 30.09.16.

9. **Redundancy policy:** It was agreed that HJ would circulate the redundancy policy to governors and this would then be discussed in the next FPAP committee meeting. **Action: HJ**

10. **Governor Courses/Governor Day:** MLO explained that Liskeard and Saltash schools have a 'Governor Day' on a school day, whereby governors visit their link departments in the morning and then get together to discuss issues and ideas in the afternoon. This enables governors to become more visible within the academy and enables them to become more involved. Although this would be a challenge for those who work, it was agreed to put a date in the diary to trial the day. HJ will check the calendar and liaise with MLO. It was noted that a link governor would be required for Maths and Technology. TWA agreed to be the link governor for Technology. MLO to speak to LIN about becoming the Maths link. **Action: MLO**

11. **Appointment of Chair and Vice Chair:**

- **Chair:** TWA nominated M Long. Seconded by HJ. All in favour. MLO to remain Chair.
- **Vice Chair:** HJ nominated T Wardle. Seconded by MLO. All in favour. TWA to remain Vice Chair.

12. **AOB:** MLO advised that there was a group of parents who were interested in re-forming the Friends of LCA. HJ and SPG advised that they would arrange to meet with the group. **Action: HJ and SPG**

Agenda item	Action Required	Responsibility
5.	Discuss and update FPAP committee on local, community groups	SPG LIN
9.	Circulate redundancy policy for consideration at FPAP committee	HJ
10.	Discuss link governor of maths with LIN	MLO

Meeting Closed at 6.35pm