

**Meeting of the Isle of Wight Studio School Governing body
11 May 2017, 1715, Venue - Isle of Wight Studio School**

Members Kevin George (Chair of Governors) (KG)
Carl Baker (CB)
Richard White (RW)
Sarah Stannard (Trust Member) (SS)
Stephen Archer (SA)

In attendance Lisa Bridges – Clerk to the Governors (LB)

Apologies Sarah McCarthy-Fry (SM)

Item	Subject	Discussion & Decision
1	Welcome & Apologies for Absence	Apologies received from Sarah McCarthy-Fry
2	Minutes of last meeting– To be agreed and signed	Agreed
3	Declaration of Interests – to be noted	
4	Action points from previous meeting	<p>Publish the Teaching & Learning policy to the website. RW to complete</p> <p>Invite SA to review the SCR prior to each meeting. Stephen Archer visited the school on the 6th March.</p> <p>All Governors meeting minutes to be checked, redacted & returned to LB to publish on the website. KG to complete action by 19th May.</p> <p>SA to meet with RW and Susie Jones (designated lead for Safeguarding) to conduct an internal audit. SA informed that the Internal audit was carried out on the 6th March.</p> <p>FAQ for Governors to use for Ofsted</p> <p>OUTSTANDING - RW to liaise with Kim James and Pat Goodhead to inform this. RW to invite Lesley Phillips to meet with Governors.</p> <p>Hampshire offered services for Ofsted readiness training – dates, times etc to be confirmed. Action: LB and RW to arrange and share with Governors.</p> <p>SS will share City College Governors briefing document</p> <p>1% pay increase- Contact Jackie Robinson to see if this has been processed.</p> <p>Pay increase – Needs to be actioned and payroll need to be asked to do it. SS confirmed this has not happened to date and is not in the budget. Action: SS will ask payroll to calculate the back dated payment from 1st January and ask for the payment to be made in May’s salary payment.</p>

5	<p>Governance</p> <p>i. Review of Governor Responsibilities</p> <p>ii. Training</p>	
6	Future School Sponsor	
7	<p>Headteacher Report – as read – Questions</p>	<p>Headteachers report distributed by RW SEF shared – gives a clear summary, journey so far, what’s happened, areas of focus. Action: Governors to take away and read, comment on the SEF by Friday 19th May.</p> <p>Shared breakdown documents (attached to minutes) CB asked for clarification of the impact evaluation column. Performance Management document, policy and processes document, and the paperwork all shared and attached. SA queried the weighting of the categories as they have equal importance. Action: Governors to review and feedback comments.</p> <p>Questions: KG – status of applications RW informed that 26 students are confirmed with approx. 15 students still to see. In year changes for current year 10 – 3 to do trials. Flyers distributed to all households with a year 9 student.</p> <p>KG – Assessment of teaching and student progress. Shared a letter from Andrew Turner/ Lord Nashville. RW shared the progress document at the back of the SEF. Action: RW to add commentary to the document and share with Governors.</p> <p>RW shared the Year 11 NCFE Business results. Students cannot fail any section otherwise they cannot achieve the qualification. A large percentage will only achieve a level 1 which does not reflect in the Schools performance.</p>
9	Safeguarding	<p>SA visited on 6th March – checked SCR, issues corrected. SA discussed processes, support of other agencies, MASH. SA to review 175 audit. SA and SJO to have a regular monthly telephone call. Concerns over recurring ongoing problematic students. Heavy pastoral care needed for students is provided by GST.SA reported that SJO is happy with the MASH team response and their involvement.</p>
10	<p>School Development</p> <p>i. Strategy & Plan</p> <p>ii. Governance Monitoring/Tracking of the School Strategic Plan</p>	<p>School Development</p> <p>i. Strategy & Plan – Covered above</p> <p>ii. Governance Monitoring/Tracking of the School Strategic Plan</p> <p>iii. Performance Management - draft policy & procedures –</p>

	<ul style="list-style-type: none"> iii. Performance Management - draft policy & procedures – RW iv. IOW Council Service Level Agreement – Governors Services – LB v. School Evaluation Form – RW vi. School Development Plan - RW 	<ul style="list-style-type: none"> RW- Covered above iv. IOW Council Service Level Agreement – Governors Services – LB – Agreed LB to action the setting up of the SLA v. School Evaluation Form – RW – as discussed. vi. School Development Plan – RW – as discussed
11	Resources & Remuneration	
12	Marketing/Business Development	
13	AOB	<p>Bus stop – SS confirmed that the money hasn't been drawn down for this. SS will ask HM for the information about the bus stop to see what the funding can be used for. SS to find out from HM if funding can be reallocated for restructure to the school.</p> <p>Sample survey, Hampshire and IOW LSCB will sample us and will be coming in to see us, date to be arranged.</p> <p>Review of Anti bullying policy. RW has reviewed it and feels no changes to be made. Will share it with staff. Governors agreed. Complaints to be reviewed.</p>

Actions from meeting	Who
Redact previous Governor meeting minutes in readiness for publication on the website	KG by 19/05/2017
Teaching & Learning Policy to be completed and shared with Governors	RW
Arrange Ofsted Readiness training for Governors with Jo Joyce	LB
Share Southampton City College Governors briefing document with IOW SS Governors	SS
Ask payroll to calculate the 1% pay increase, (backdated to the 1st January) and ask for the payment to be made to staff in May's payment	SS
Share the agenda for Ormiston's visit on the 22 nd May with Governors	RW
Governors to read and comment to RW on the SEF by Friday 19th May	ALL by 19/05/2017
Governors to read and comment to RW the performance Management Document by Friday 19th May	ALL by 19/05/2017
Write a letter to the Chair of Governors of Cowes Enterprise College and Ryde Academy, to address our concerns at the inappropriate information given to students by staff about the IOW Studio School.	KG
Add commentary to the progress document at the back of the	RW

SEF and share with Governors.	
Final decision on the future of the Year 13 students to be signed off by Governors by May half term	26/05/2017
Set up the SLA for Governor Services	LB
SS to liaise with Helen Mason about the bus stop and provide an update at the next meeting.	SS

Governors meeting dates – Academic year 2016/17

Tuesday 4 July 2017

Minutes agreed by:

Name:

Signature:

Position: