



MILLTHORPE SCHOOL

**Minutes of the Meeting of the Board of Governors
Held at the School on Monday 13th July 2015 at 6.00pm**

Present:

Mrs Helen Ainsworth	Ms Nicola Mitchell
Mr Trevor Burton (Headteacher)	Mr Tim Moat (Vice-Chair)
Ms Naomi Heaton	Mr Richard Newton
Mr Don Henson	Mr Martyn Pysanczyn
Mr Tim Hooper	Mr Bill Schofield
Mrs Katie Hurrell	Mr Bob Sydes (Chair)
Ms Jenny Kent	Mrs Jane Terrett
Mrs Gillian Markland-Zuiderwijk	Ms Helen Thomas (<i>from 6.50pm</i>)
Mr Dave Merrett	

In Attendance:

Mr Tim Gillbanks (Deputy Headteacher, Millthorpe School)
 Mr Scott Butterworth (Deputy Headteacher, Millthorpe School)
 Mrs Barbara Kybett (Clerk)

		Action															
1	<p>Apologies, Welcome & Introductions, Declaration of Interests The Chair welcomed everyone to the meeting. There were no apologies for absence but as Helen Thomas had given notification of her late arrival, it was agreed to hold back Item 3 until she joined the meeting.</p> <p>There were no declarations of interest.</p>																
2	<p>Minutes of the Full Governing Body meeting held on 25th March 2015 and the minutes of the Extra-Ordinary Full Governing Body meeting held on 30th June 2015 (<i>previously distributed</i>) 2.1) Corrections and Agreement The minutes of the meeting held on 25th March 2015 were agreed as a true and accurate record of the meeting and were signed by the Chair.</p> <p>With reference to the minutes of the extra-ordinary meeting held on 30th June 2015, Nicki Mitchell put forward the following amendments to the minutes which were unanimously agreed: Item 5 <i>Consideration of Alternative Models</i>, paragraph 5, final phrase to read “the trust would be responsible for the outcomes in each school” and paragraph 6, the final sentence beginning “These would entail..” to be deleted as it was not factually accurate. These amendments were made by the Clerk by hand.</p> <p>The minutes of the meeting held on 30th June 2015 were then agreed as a true and accurate record of the meeting and were signed by the Chair.</p> <p>2.2) Action Plan and Matters Arising - Minutes of the Full Governing Body meeting held on 25th March 2015</p> <p>Matters Arising With reference to item 2, a governor raised the matter of the vacancy on the governing body for a co-opted governor and asked if there had been any progress on filling the vacancy. The Chair suggested that the governing body should complete the skills audit again in September and then look to co-opt a governor with suitable skills. Governors agreed that this was a sensible way forward.</p> <table border="1"> <thead> <tr> <th></th> <th>Action</th> <th>Agenda</th> <th>Person</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Circulate the latest tracking data.</td> <td>4</td> <td>Tim Gillbanks</td> <td>See note below</td> </tr> <tr> <td>2.</td> <td>Re: conversion to academy status, consider: <ul style="list-style-type: none"> information to be made available on the school’s website on 8 May plans for the consultation process. </td> <td>5</td> <td>Academy Conversion Working Group</td> <td>Completed</td> </tr> </tbody> </table>		Action	Agenda	Person	Date	1.	Circulate the latest tracking data.	4	Tim Gillbanks	See note below	2.	Re: conversion to academy status, consider: <ul style="list-style-type: none"> information to be made available on the school’s website on 8 May plans for the consultation process. 	5	Academy Conversion Working Group	Completed	Action
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3.	Set up a working group to oversee the proposal to make Scarcroft a two-site primary using Millthorpe's site.	6	Cllr Merrett, Bill Schofield and Martyn Pysanczyn	See note below
4.	Investigate the possibility of making the safer recruitment training available to all governors for a one-off cost.	7.1	Clerk	Completed
5.	Investigate the likely future scenarios for pupil funding.	9	Cllr Merrett	See note below
6.	Organise a meeting of the Chair's Forum to discuss SP7 of the SIP.	11	Chair	See note below
7.	Liaise with Lesley Buckley to ensure the amendments to the <i>Protocol for Governor Learning Visits</i> agreed at the Full Governing Body meeting of 10 December 2014 are actioned.	11	Helen Thomas	Completed
8.	Send out an email on behalf of the Chair of the Friends' of Millthorpe School to request donations for the summer fair raffle.	14	Headteacher	Completed

AP1

Tim Gillbanks reported that although the latest tracking data had not been circulated at the time, he had met with Nicki Mitchell to discuss the data and it was now included in the Headteacher's Report.

AP3

The Headteacher reported that the LA had put in place some feasibility studies for extending primary places but the proposals had not yet been submitted to councillors. The Headteacher agreed to contact the members of the proposed working group as soon as information was received from the LA. Dave Merrett offered to contact Jake Wood for further information.

AP5

Dave Merrett observed that the Headteacher had already provided governors with this information.

AP6

The Chair reported that the Chairs' Forum had met but that the discussions had centred around the proposal for academy conversion. He expressed a personal preference that the Chairs' Forum should be minuted as a more formal process for reporting back to the full governing body. A governor commented that it had been agreed that the meetings should not be clerked as, according to its Terms of Reference, the Forum was not a decision making body. The cost of formal clerking was also an issue to be considered. The Chair asked governors to consider whether Chairs' Forum should be clerked.

Minutes of the Full Governing Body meeting held on 30th June 2015

There were no matters arising or action points.

Action

Items for Action

4

Election of Chair and Vice-Chair

Nomination forms had been circulated prior to the meeting. A nomination had been received for Bob Sydes to continue as Chair of Governors.

- Governors unanimously elected Bob Sydes as Chair of Governors for a period of one year effective from September 2015.

Proposed: Nicki Mitchell

Seconded: Don Henson

Approved: Unanimously

Nicki Mitchell, Tim Moat, Bill Schofield and Helen Thomas had been nominated for the position of Vice-Chair. It was agreed that the current arrangement of having two vice-chairs would continue. Nicki, Tim and Bill withdrew from the meeting, along with Tim Gillbanks and Scott Butterworth. Helen had not yet arrived.

- Governors held a secret ballot and duly elected Nicki Mitchell and Helen Thomas as Vice-Chairs of Governors for a period of one year effective from September 2015 by a majority of those present and voting.

	<p style="text-align: center;">Nicki Mitchell Proposed: Don Henson Seconded: Bill Schofield Helen Thomas Proposed: Dave Merrett Seconded: Richard Newton</p> <p>Nicki Mitchell, Tim Moat and Bill Schofield returned to the meeting, along with Tim Gillbanks and Scott Butterworth, and were informed of the decision.</p>	
*9	<p>Sub Committee Structure and Election of Chairs It was agreed to move this item to this point in the agenda.</p> <p>The Clerk reminded governors that only members of a committee could nominate and vote for the Chairs of their committee. It was noted that the Headteacher was an attendee at the Finance and Staffing and School Development Committee meetings. Governors unanimously agreed that the Headteacher should be a voting member of both these committees.</p> <p>a) Teaching and Learning The Clerk had received nominations for Helen Thomas to be Chair of the Teaching and Learning Committee. Proposed: Nicki Mitchell Seconded: Richard Newton Agreed: Unanimously by the T&L Committee.</p> <p>b) Achievement and Curriculum The Clerk had received nominations for Nicki Mitchell to be Chair of the Achievement and Curriculum Committee. Proposed: Jenny Kent Seconded: Gillian Markland-Zuiderwijk Agreed: Unanimously by the A&C Committee.</p> <p>c) Finance and Staffing Tim Hooper was nominated as Chair of the Finance and Staffing Committee. Proposed: Bill Schofield Seconded: Martyn Pysanczyn Agreed: Unanimously by the F&S Committee.</p> <p>d) School Development The Clerk had received nominations for Tim Moat to be Chair of the School Development Committee. Proposed: Martyn Pysanczyn Seconded: Jenny Kent Agreed: Unanimously by the School Development Committee.</p>	
5	<p>Millthorpe Support for York School Improvement <i>(previously distributed)</i> The Chair reported that this proposal had been brought to his attention by the Headteacher who had considered it to be a valuable contribution towards his continuing professional development (CPD). CPD formed part of the Headteacher’s performance management review where it had been agreed that suitable opportunities should be explored.</p> <p>The Headteacher explained that school improvement services in York had been completely restructured. The LA had retained a small staff of 4 advisors. There was a need to support the 7 schools currently judged by OfSTED as “requires improvement” and also to support general teacher development across York. The LA had passed any remaining funding for school improvement to the two Teaching School Alliances (TSAs): the Pathfinder TSA led by Archbishop Holgate’s School which would provide CPD for York schools from September 2015 and the Ebor TSA led by Manor CE Academy which would be supporting school improvement. The Headteacher reported that Millthorpe would be involved in the good quality but relatively low cost services provided by Pathfinder.</p> <p>The Headteacher reported that the LA had asked for applications from York headteachers to be involved in supporting Canon Lee School which was in a vulnerable position currently. Although it had been envisaged that 3 headteachers would work together on this project, he had been the only one appointed. He would be supported by two senior leaders from Archbishop Holgate’s. He considered that the support that Canon Lee would be offered through this arrangement would make a significant difference to the outcomes for staff and students there. Additionally, Millthorpe would be recompensed financially for the Headteacher’s time which would help strengthen the SLT and contribute to income. The Headteacher emphasised the excellent CPD opportunity which the proposal offered to Millthorpe staff. He asked governors to support the proposal.</p> <p>Governors asked the following questions about the proposal:</p> <p>Q How long would the commitment be for? A One year.</p> <p>Q If the school converts to academy status, will Senior Leaders cope with the extra pressure of the</p>	

	<p>Headteacher's absence for 39 days in the school year? A If the school were to convert to academy status and form a MAT, some the £100,000 grant could be used to fund a temporary post of a project officer to deal with the extra work from the academy conversion.</p> <p>Q Who will cover the Headteacher when he is out of school? A The Deputy Headteachers.</p> <p>Q How do they feel about this extra responsibility? Scott responded that they took on this role before the current Headteacher was appointed and that both he and Tim were supportive of the proposal.</p> <p><i>(Helen Thomas joined the meeting at 6.50pm)</i></p> <p>Q What would be the alternative for Canon Lee if they were not supported by this arrangement? A Canon Lee might need to look outside the city for support and if the OfSTED outcome was less than good, the school might be forced to convert to an academy sponsored by an external provider.</p> <p>Q What would be the plan if the Headteacher was required for an unforeseen event? A The Headteacher would be contracted to the Ebor TSA to provide 39 days of support to Canon Lee, but the timing of these days is flexible.</p> <p>Q Do the SLT feel confident that they have the capacity to manage the school in the Headteacher's absence? A Other support will be needed but extra costs can be covered by the money received from the Ebor TSA.</p> <p>It was noted that one of the school's strengths was that staff responsibilities were not discrete: this enabled staff to cover each other's roles more efficiently when necessary.</p> <p>Q How many other staff might be involved in covering for the Headteacher's absence? A Scott Butterworth and Tania Andrle would be involved but probably not Tim Gillbanks or John Bates.</p> <p>Q Is the Headteacher confident that staff outside the SLT will cope? A Yes, the school's middle leaders are very capable; in addition, the proposal would contribute towards their CPD and staff retention. The school would be able to use some of the income generated to pay for posts that would put into effect some of the SLT tasks in the school improvement plan. There are currently 3 proposed posts and SLT were examining the improvement plan for other suitable posts. A governor commented that the strength of the school's middle leadership had been evident at the last meeting of the Teaching and Learning Committee.</p> <p>Q How would the additional support for the development of good behaviour systems and for the improvement of teaching in Humanities, Languages and Science mentioned in the proposal work? A Certain Millthorpe staff might be involved in supporting teaching in Humanities and Languages one or two days in the year; their classes would be covered by other staff.</p> <p>The Headteacher informed governors that he expected the school to receive c. £23k in funding for the support offered, of which £18K was for his time with the rest being a contribution towards staff cover at Millthorpe. He advised governors that they could consider claiming for SLT time also. The Headteacher noted that he had been advised that, should governors agree to the proposal, his pay should be increased to reflect the extra responsibility.</p> <p>Governors unanimously agreed to release the Headteacher for 39 days in the next school year to lead a team to support Canon Lee School.</p> <p>Tim Hooper agreed to explore the issue of a potential increase in the Headteacher's pay.</p> <p>The Chair reflected that this new venture was a testament to how much progress had been made by the school and its senior leaders in recent years.</p>	Action
6	<p>Headteacher's Report <i>(previously distributed)</i> The Headteacher presented his report and asked governors to consider whether they still wished to continue to receive the report in the same format.</p> <p>The Headteacher drew attention to his membership of outside bodies listed in section 8 of the report, in</p>	

	<p>particular the Steering Group of the Child and Adolescent Mental Health Service which he had been asked by the Head of Social Services to join. He noted that there was increasing evidence of poor mental health amongst children which was significantly affecting educational achievement.</p> <p>A governor referred to section 2.1 of the report, Admissions and Leavers since 2014, and asked the Headteacher if the reasons for students moving to other York schools were geographical. The Headteacher replied that this was not always the case as, despite the school's best efforts to respond to concerns, some parents had determined to send their children to other York schools.</p> <p>The Headteacher noted that the majority of exclusions were from the Year 10 cohort. A governor noted that the report did not make reference to the one permanent exclusion which had taken place at the end of the autumn term.</p> <p>A governor referred to section 6.5 of the report and asked for clarification of the phrase "review reports". The Headteacher replied that this referred to reports to parents, the format of which might be changed in order to alleviate staff workload.</p> <p>With reference to the pupil progress detailed in section 3, a governor commented that the Year 11 figures were below target. The Headteacher responded that the targets had been ambitious for a cohort which was recognised to be weaker than previous cohorts and despite a considerable amount of intervention the current predictions are below target. He was confident however that staff had made every effort to achieve the targets.</p> <p>A governor queried the tracking data for KS3. The Headteacher explained that each pupil was expected to make 6 sub-levels of progress between Y6 and Y9 but as individual pupils progressed at different rates, it could be difficult to be certain of this from the data available. He concluded that he was pleased with the Year 7 and Year 8 data, although the Year 9 data was slightly disappointing.</p> <p>A governor drew attention to the new staff appointments in section 6.3 and asked if any were NQTs. The Headteacher gave details of those new staff who were NQTs and commented that despite wanting to employ NQTs, there had not been many applicants. A governor commented that as the school accommodated student teachers on placement, this should help with filling vacancies. The Headteacher remarked that staff vacancies did not often arise when the student teachers were ready and able to apply for them.</p>	
*3	<p>Conversion to Academy – vote on proposal to progress with the application With the arrival of Helen Thomas, governors returned to item 3 on the agenda.</p> <p>The Chair reminded governors that they had met on 30th June 2015 for over 3 hours to discuss the responses to the consultation process and that the meeting had also been attended by Maxine Squire, Assistant Director, Education & Skills, CYC and Adrian Shardlow from brownejacobson LLP. The minutes from this meeting had been distributed in advance of the current meeting. At the end of the meeting of 30th June, the Clerk had asked whether a further extra-ordinary meeting scheduled for 16th July was necessary. The Chair had asked governors whether they believed they had enough information to make a decision to progress the academy conversion proposal at the Full Governing Body meeting of 13th July and governors had unanimously agreed that this was the case.</p> <p>The Chair reported that he had subsequently received communications from two governors who were not present at the meeting of 30th June, disputing the validity of this decision. He asked governors what they felt the next steps should be, bearing in mind that that the whole of the governing body was now present. He reminded governors that the vote was not a final decision to convert to academy status, but rather to continue the process, or not, of becoming an academy. It was noted that a final resolution would be made by the governing body before the trustees signed the funding agreement. The Chair first asked those governors who had not been able to attend the meeting of 30 June for their views. They responded as follows:</p> <p>One governor acknowledged that whilst the planned vote was not a legally required part of the process, it was nonetheless an extremely significant decision. She commented that having scrutinised the minutes, she saw no evidence of governor to governor discussion, particularly in respect of how much importance was to be attributed to the consultation process. She also saw little evidence of discussion regarding the nature of collaboration within and outside of a MAT, particularly with regard to the imbalance that might be created by not being in close partnership with any other secondary school.</p> <p>Another governor expressed the opinion that the meeting had been primarily about information sharing and that a debate was still necessary before a decision could be made.</p>	

Another governor commented that a decision had been made to follow a certain process and that he felt that this should not be changed. He still had concerns but understood that the planned vote would be in favour, or not, of progressing with the conversion and was not binding.

The fourth governor reported that she had read the minutes and was satisfied that she understood the discussion and the next steps.

A governor disagreed with the view that there had been no debate at the meeting and added that time to reflect on the debate had also been built in. He agreed that the process was important and therefore was uncomfortable with the decision not to hold an extra-ordinary meeting on 16th July.

Governors held a robust discussion regarding the decision to cancel the meeting of 16th July. Some governors questioned the wisdom of departing from a timetable that had already been agreed, as this would run the risk of eroding parents' confidence. The following points were noted:

- the decision to cancel the meeting of 16th July had been taken at a quorate Full Governing Body meeting
- if the meeting of 16th July was reinstated, 5 governors would be unable to attend, whereas all governors were currently present
- the legal advice received indicated that the process being followed by the school was already "overly engineered".

The Headteacher observed that a clear proposal had been put forward and a thorough consultation with stakeholders had taken place. All parties now needed a clear decision on whether progress on conversion to academy status was to be continued or not. He emphasised that a decision to proceed need not pre-empt the investigation of alternative models of partnership. He considered that the absence of 5 governors from the meeting on 16th July, should it be reinstated, was a crucial factor in the decision about when to hold a vote.

A governor noted that the legal representatives could be invited back should governors have further questions to answer. She urged governors to take the initiative in exploring other models of partnership if that was what they wished to do rather than expecting the school's SLT to add this to their workload.

The Chair reminded governors that converting to academy status had first been investigated and discussed by governors in 2012.

Vote for the proposal

Following the discussion, governors agreed that a secret ballot would be held on the proposal to continue to explore the formation of a multi-academy trust in partnership with Knavesmire and Scarcroft Primary Schools.

For: 14

Against: 2

Abstained: 1

Governors agreed that stakeholders should be informed of this decision as soon as possible. Tim Moat reported that he had drafted a press release which he would coordinate with that of Knavesmire. He agreed to distribute the press release to all governors for information.

Action

The Headteacher reported that he had met with the headteachers of Knavesmire and Scarcroft to discuss next steps in the event that governors voted to move ahead with the proposal. He suggested that governors should:

- appoint lawyers to act on the schools' behalf through the next stages of the process
- choose three governors to work together with three governors from each of the other schools, reporting back to the Full Governing Body on the actions taken.

Nicki Mitchell offered to take the first suggestion forward. Governors agreed that Bill Schofield and Tim Moat would join with Nicki to represent Millthorpe governors at meetings with the six governors from the primary schools. The first of these meetings had been provisionally scheduled for 1st September.

**Action
Action**

Governors agreed that it was worthwhile to continue to investigate other models of partnership as part of the ongoing further examination of academisation by governors.

A governor asked if more full governing body meetings would need to be arranged. The Chair responded

	<p>that, whilst the subject of academy conversion would need to be a standing item, further extra-ordinary meetings might need to be held. The Headteacher agreed as a possible date of conversion might be 1st January 2016 and there were only 2 full governing body meetings scheduled before this date which he did not feel was adequate.</p> <p>Tim Hooper reported that he had been in contact with the Chair of the Finance Committee at Archbishop Holgate's School who was happy to attend a full governing body meeting to report on his experience.</p> <p>A governor queried the process for reporting information back to FGB meetings. The Headteacher suggested that each group could produce a brief written report. A governor suggested that it would be beneficial to make a decision about who the LA Trustee would be. The Headteacher responded that he had discussed this with Jon Stonehouse but had not as yet been given a named person at the LA to make contact with. He agreed that it would be helpful to keep the LA informed. Governors briefly discussed the idea of a Parents' Forum.</p>	
<p>7& 8</p>	<p>School Improvement Plans 2014/15 and 2015/16 (previously distributed)</p> <p>8.1 Additions to the Governors' Section of the SIP 2015/16</p> <p>The Chair agreed to coordinate the work needed on the governors' section of the SIP and it was agreed that this would be an agenda item for the Chairs' Forum, with particular attention paid to the management of the deficit.</p> <p>Governors received the School Improvement Plan for 2014/15 and the draft School Improvement Plan for 2015/16.</p> <p>With reference to the draft SIP 2015/16, a governor raised the issue of the changes to KS3 assessment and the need for governors to understand the changes. Nicki Mitchell suggested that this would come under the remit of the Achievement and Curriculum Committee which could then report back to an FGB meeting.</p> <p>A governor commented that the Teaching and Learning Committee had also discussed the impact of reduced resources on teaching and learning activities. Senior leaders had explained at the meeting some of the ways in which savings were being made without detriment to teaching and learning.</p> <p>The Chair reminded governors that it was not part of their role to raise funds.</p> <p>Scott Butterworth drew governors' attention to the bullet points in the draft SIP which needed further explanation. He explained that the actions to be added to the column entitled "What we will do" would be more focussed than last year. The Headteacher noted that Scott had been given strategic responsibility for the SIP.</p> <p>With reference to the 2014/15 SIP, the following comments were made:</p> <p><u><i>SP2b We will encourage our teachers to explore how best to challenge more able students</i></u></p> <p>The Headteacher advised governors that this referred specifically to the masterclasses which had been held in conjunction with the Independent and State School Partnership and that demand from pupils had been very high. As places had not been available for all, the school had hoped to arrange masterclasses of their own but this had not been possible this year. The Headteacher expected that these classes would be held in the coming year.</p> <p><u><i>SP2j We will continue to refine our KS3 & KS4 identification and intervention systems</i></u></p> <p>The Headteacher reported that improvements to tracking had now been made and that all teachers were aware of underperforming students in their classes. Tim Gillbanks added that teachers were also asked to make comments on the tracking system as well as recording data.</p> <p><u><i>SP2n We will achieve at least 80% for the Basics measure for the current Y9</i></u></p> <p>The Headteacher noted that this would be carried forward and completed for this cohort in the coming year. It formed part of the targets and was therefore not included in the draft 2015/16 SIP.</p> <p>With reference to the draft 2015/16 SIP, the following comments were made:</p> <p><u><i>SP5c We will establish an influential and representative student body</i></u></p> <p>In response to a governor's question about how this would be evidenced, Scott noted that more detail would be added to this SP and that outside agencies would be helping the school in this endeavour.</p> <p><u><i>SP6 Wellbeing of staff and students</i></u></p>	<p>Agenda CF</p> <p>Agenda A&C</p>

	<p>A governor remarked that this section did not contain any actions affecting staff wellbeing. Scott responded that staff wellbeing could be improved by challenging current practice if it was contributing unnecessarily to staff's workload. In addition, the work being carried out with students to encourage resilience would benefit staff as well.</p> <p>A governor noted that the governors' section of the 2014/15 SIP needed to be RAGged and first allocated to committees. The Chair agreed that this could be actioned at a Chairs' Forum meeting.</p>	
10	<p>Policies for Review: 10.1) Teachers' Pay Policy It was noted that this Policy had already been scrutinised and approved by the Finance and Staffing Committee. The Headteacher explained that when this year's policy was received from the LA, some amendments might be necessary.</p> <ul style="list-style-type: none"> ▪ The Teachers' Pay Policy was unanimously adopted subject to possible amendments which would be brought to the first FGB meeting of the new academic year. 	
	<u>Items for Information</u>	
11	<p>Committee Reports</p> <p>11.1) Achievement and Curriculum Committee a) Minutes from 7th May 2015 (previously distributed) The minutes from the meeting were received and noted.</p> <p>11.2) Teaching and Learning Committee a) Minutes from 10th June 2015 (previously distributed) The minutes from the meeting were received and noted.</p> <p>11.3) Finance and Staffing Committee a) Minutes from 30th April 2015 & 8th July 2015, Start Budget 2015/16 (previously distributed) The minutes from the meetings, and the Start Budget which had been signed by the Chair, were received and noted.</p> <p>11.4) School Development Committee a) Minutes from 3rd June 2015 (previously distributed) The minutes from the meeting were received and noted.</p> <p>A governor commented that the Finance and Staffing Committee would aim to manage the deficit effectively but asked what the future might hold for the school if poor results were to affect student numbers. The Headteacher responded that the school planned for a gradual increase in cohort sizes, with an additional 10 students joining in year. There was a risk for the budget if this did not occur.</p>	
12	<p>Link Governor Reports It was noted that link governor reports were uploaded to the school website by Jonathan Deamer. The Headteacher offered to check if any reports had not been received and uploaded if governors contacted him.</p>	
13	<p>Governor Training (previously distributed) The governor training logs from 2014/15 were received and noted.</p>	
14	<p>Any Other Business</p> <p>14.1) York Governor Bulletin The Chair drew governors' attention to new responsibilities for governors under the Counter Terrorism and Security Act. He noted that the NGA and DfE would be producing guidance for governors as well as a list of new duties but that no action was needed at present. Bill Schofield reported that he was working with Jane Terrett and Scott Butterworth on this and other safeguarding issues.</p> <p>14.2) Compulsory Redundancy Governors wished to convey their thanks to Simon Walton for his contribution to Millthorpe School and the professionalism he had demonstrated throughout the redundancy process. They wished him all the very best for the future.</p> <p>The Chair offered his thanks to all governors, committee chairs and committee members for their attendance and contribution throughout the year. He thanked the Headteacher and SLT for continuing the excellent</p>	

	progress of the school and thanked the Clerk for her contribution to the work of the governing body.	
15	Confirmation of Meeting Dates <i>(previously distributed)</i> The meeting dates for 2015/16 were received and approved, subject to a rearrangement of the first meeting of the Teaching and Learning Committee.	
16	Confidentiality There were no items recorded as a separate, confidential minute.	
	Meeting end time 8.50pm	
	<hr/> Mr Bob Sydes Chair	<hr/> Date Signed

Action Plan following the Meeting of the Full Governing Body on Monday 13th July 2015

	Action	Agenda	Person	Date
1.	Circulate skills audit to governors	2.2	Clerk	Sept 2015
2.	Contact Jake Wood for further information on feasibility studies re: primary place planning.	2.2	Dave Merrett	ASAP
3.	Circulate press release to all governors	3	Tim Moat	ASAP
4.	Work with Scarcroft and Knavesmire Schools to appoint lawyers for next stage of academy conversion process	3	Nicki Mitchell	ASAP
5.	Meet with governors from Scarcroft and Knavesmire Schools	3	Nicki Mitchell, Bill Schofield and Tim Moat	1 Sept 2015
6.	Investigate increasing Headteacher's pay temporarily in respect of support provided for Canon Lee	5	Tim Hooper	ASAP
	Ongoing or Future Actions			
	Governors to visit assemblies and receive more information on the school's collective worship/activities			

Future Agenda Items

Chairs' Forum

- Governors' section of SIP

Achievement and Curriculum Committee:

- Removal of levels at KS3