



The Annual General Meeting of the Ermysted's Grammar School Full Governing Board was held in the boardroom at the School on **Thursday 17th October 2019 at 4.30pm.**

GOVERNORS

Mr C Worts [CW] Chair (FTG); Mr M Evans [MJE] Headmaster (SG); Mrs J Lloyd [JL] Vice Chair (FTG)
 Mr HG Cutler [HC] (FTG); Mr AM Davies [AD] (FTG); Mrs SE Stockton [SS] (FTG)
 Dr S Humphrey [SH] (PAFTG); Ms S Trelease [ST] (CG); Mr S Clarkson [SC] (OBFTG)
 Mr S Flanagan [SF] (FTG); Mrs D Swiffen [DS] (FTG)
 Mr A Jackson [AJ] (SG); Ms V Anderson [VA] (PG); Mr A Hart [AH] (PG)

(FTG) Foundation Trustee Governor; (OBFTG) Old Boys Foundation Trustee Governor
 (PAFTG) Parents Association Foundation Trustee Governor; (SG) Staff Governor
 (LA) Local Authority Governor; (PG) Parent Governor; (CG) Co-opted Governor

TO BE IN ATTENDANCE

Mr D Frankland [DF] Clerk to Governors
 Mr A Wooley [ADW] School Business Leader
 Ms P Davies [PD] Deputy Head Teacher
 Members of the Senior Leadership Team

MINUTES OF THE ANNUAL GENERAL MEETING OF THE FULL GOVERNING BOARD 17.10.19

GOVERNORS PRESENT

Mr C Worts [CW] Chair (FTG); Mr M Evans [MJE] Headmaster (SG); Mrs J Lloyd [JL] Vice Chair (FTG)
 Mr HG Cutler [HC] (FTG); Mr AM Davies [AD] (FTG); Mrs SE Stockton [SS] (FTG)
 Dr S Humphrey [SH] (PAFTG); Mr S Clarkson [SC] (OBFTG); Mr S Flanagan [SF] (FTG)
 Mr A Jackson [AJ] (SG); Ms V Anderson [VA] (PG); Mr A Hart [AH] (PG); Mrs R Nazar [RN] (CG)

IN ATTENDANCE

Mr D Frankland [DF] Clerk to Governors
 Mr A Wooley [ADW] School Business Leader
 Ms P Davies [PD] Deputy Head Teacher
 Members of the Senior Leadership Team
 Mr SD Speak [SDS]; Mrs A Price [AJP]; Mrs H Simms [HMS]

PROCEDURAL

| Min | Item | Lead | att |
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| 01::19 FGB | To extend a welcome to Governors and open the meeting. Meeting status::Quorate The retiring Chair CW, opened the meeting at 4.35pm., extended a welcome to Governors, to all members of Senior Leadership Team in attendance, and extended a particular welcome to Mrs Rubab Nazar (RN), observing at this meeting, and on approval of the Governing Board, to be appointed as a Co-opted Governor. | CW | |



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| <p>02::19 FGB</p> | <p>To confirm the procedure for the election of Chair and Vice Chair in accordance with EGS Standing Orders Policy. The Clerk confirmed the procedure for the election of Chair and Vice Chair in accordance with the current Standing Orders Policy; the vote to be conducted by secret ballot.</p> <p>To confirm the Terms of Office of the Chair and Vice Chair in accordance with the current Standing Orders Policy. The Clerk confirmed the Terms of Office of the Chair and Vice Chair as one year and in accordance with the current Standing Orders Policy.</p> <p>To receive nominations and elect a Chair for the period detailed in the current EGS Standing Orders Policy. The vote shall be by secret ballot. The Clerk received a nomination from JL and seconded by HC, that the retiring Chair CW be elected as Chair of the Governing Board for the academic year 2019-2020. There were no other nominations.</p> <p>Meeting status::The nominee was invited to retire from the meeting for a short while 4.38pm.</p> <p>On the proposal from JL, seconded by HC and approved by a show of hands, CW was elected as Chair of the Governing Board for the academic year 2019-2020, or until the next election and in accordance with the current Standing Orders Policy.</p> <p>Meeting status::the nominee was invited to return to the meeting 4.42pm.</p> <p>The Clerk advised the nominee of the outcome of the vote as being unanimous and CW was duly appointed as Chair of the Governing Board for the academic year 2019-2020, or until the next election and in accordance with the current Standing Orders Policy.</p> <p>To receive nominations and elect a Vice Chair for the period detailed in the current Standing Orders Policy. The vote shall be by secret ballot. The retiring Vice Chair, AD, advised of his need to stand down from the role of Vice Chair due to eternal professional and work commitments. On behalf of all present, the Chair expressed an especial thanks to AD for his contribution in terms of support and guidance throughout his time as Vice Chair to the Governing Board. Governors were pleased to note that AD will continue to support the Board in his role as a Governor.</p> <p>Governors received a nomination from CW and seconded by SS, that JL be elected as Vice Chair to the Governing Board for the academic year 2019-2020, or until the next election and in accordance with the current Standing Orders Policy.</p> <p>Meeting status::The nominee was invited to retire from the meeting for a short while 4.44pm.</p> <p>On the proposal from CW, seconded by SS and approved by a show of hands, JL was elected as Vice Chair of the Governing Board for the academic year 2019-2020, or until the next election and in accordance with the current Standing Orders Policy.</p> <p>Meeting status::the nominee was invited to return to the meeting 4.45pm.</p> | <p>Clerk</p> <p>Clerk</p> <p>Chair</p> | |
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| | <p>The Chair advised the nominee of the outcome of the vote as being unanimous and JL was duly appointed as Vice Chair of the Governing Board for the academic year 2019-2020, or until the next election and in accordance with the current Standing Orders Policy.</p> | | |
| 03::19 FGB | <p>To receive apologies and consent to absences.</p> <p>The Clerk was in receipt of apologies from ST and DS, which were recorded as consented.</p> | Chair Clerk | |
| 04::19 FGB | <p>Governor Code of Practice: To sign the EGS Governor Code of Practice; the document appended to the EGS Standing Orders Policy.</p> <p>Governors present at the meeting agreed to abide by and sign the Ermysted’s Grammar School Governor Code of Conduct, a document appended to the EGS Standing Orders (and Procedural Workings of the Governing Board) Policy.</p> <p>Governors not present at the meeting to sign off please; document will be available at the next meeting of the Full Governing Board to be held on 05.12.19.</p> | Chair Clerk | Act ST DS RN |
| 05::19 FGB | <p>To receive any Declaration of Interests, pecuniary or non-pecuniary, for the purpose of the business of this meeting.</p> <p>There were no declarations of interest recorded, pecuniary or otherwise for the purpose of the business of this meeting.</p> | Chair | |
| 06::19 FGB | <p>To receive notification of other urgent business for consideration at agenda item: - other business.</p> <p>There was no notification of other urgent business for consideration at agenda item: - other business.</p> | Chair | |
| 07::19 FGB | <p>To determine whether any part of the proceeding should be treated as confidential and excluded from the minutes to be made available for public inspection.</p> <p>Governors agreed items of confidential business to be determined where appropriate. Governors are reminded of the need for confidentiality on some aspects of Governing Board Meetings.</p> | Chair | |
| 08::19 FGB | <p>To complete or update as required: LA Governor Self Declaration; Register of Business Interests. Register of Gifts & Hospitality.</p> <p>The Clerk referred Governors to the hard copy file now available and containing the following requiring confirmation of completion:</p> <ul style="list-style-type: none"> • The Safeguarding Training Audit; Basic Safeguarding; PREVENT; Safer Recruitment Training. | Chair Clerk | |



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| | <ul style="list-style-type: none"> • KCSiE Confirmation of Governors having read the September 2019 and the October 1st, 2019 update. On a Governor question the Headmaster confirmed the need for Governors (as the ‘employer’) to read ‘section 3’ of the KCSiE in addition to the ‘sections 1 & 2’. • LA Governor Self Declaration; Register of Business Interests; Register of Gifts & Hospitality. <p>Governors to maintain and update their personal record as required please.</p> | | Act all Gov’s |
| 09::19 FGB | <p>Governor Composition and Report Confirm the Governing Board Composition: Vacant offices: Local Authority Representative Governor; Co-opted Governor Governor Skills Audit – update</p> <p>Meeting status::RN was invited to retire from the meeting for a short while 4.55pm.</p> <p>Governors overviewed the current (Governor) Skills Audit and the Chair confirmed that whilst there was good diversity of skills across the current members, as a Governor, RN brought a strong set of complementary skills to support.</p> <p>On a proposal from MJE, seconded by SF, and approved by the Governing Board, RB was appointed as a Co-opted Governor for a term of office of two years.</p> <p>Governors discussed the nominations received from EGS Old Boys’ Society, with expressions of interest from two Old Boys seeking appointment to the Governing Board.</p> <p>On a recommendation from the Chair, the Governing Board agreed to the appointment/s of Associate Members to the Governing Board. The Clerk qualified the status of Associate Members sitting on (a) Governing Board.</p> <p>Governors agreed to progress appointments to the Governing Board (subject to fulfilment of the statutory requirements) for both Old Boy’s, with one (JB) to sit as an ‘Associate Member’, and the second (BG) to sit as the LA Representative Governor.</p> <p>The Clerk to extend invitations to both Old Boys to come into school to discuss with the Chair and the Headmaster and progress their applications.</p> <p>Meeting status::RN was invited to re-join the meeting 5.00pm.</p> <p>The Chair advised RN of the decision of the Governing Board and qualified of her appointment as a Co-opted Governor for the term of two years.</p> | Chair Clerk | Act Clerk |
| 10::19 FGB | <p>To confirm the following business for the academic year 2019-20: The Committees & Panels to be established</p> <p>Governors reviewed the Committees & Panels to be established; the revised doc: Committee Structure: (including the Terms of Reference to be made available on the school website) is appended to the papers for this meeting.</p> | Chair | |



The Governing Board confirmed the following Committees and Panels be established:

- School Improvement Committee
- Resources & Finance Committee
- Admissions Panel
- Staff Discipline Panel
- Pupil Discipline Panel
- Complaints Appeal Panel
- Appeals Panel
- Headmaster’s Performance Management Panel
- Pay Committee

To determine the composition and membership of the Committees & Panels

The Governing Board approved the composition and membership of the Committees & Panels for the academic year 2019-2020 as the previous academic year with the addition of the new Co-opted Governor, RN, to support the School Improvement Committee.

To confirm, or otherwise, the delegation of authority to the Committees

The Governing Board approved the Committees to have Delegated Authority for the academic year 2019-2020.

The confirm the election of the Chairs and Vice Chairs to the Committees

The Governing Board approved the Committees elect their respective Chairs and Vice Chairs.

To confirm the Clerk to those Committees which have Delegated Authority

The Governing Board approved the Clerk to the Governing Board be appointed to those Committees which have Delegated Authority.

To approve the Terms of Reference of the Committees & Panels

Governors approved the Terms of Reference of the Committees and Panels with the exception of the Resources & Finance Committee ToR’s:

The Resources & Finance Committee ToR, to be brought to the first meeting of the Committee to be held on 18.11.19 for review. The revised ToR to then be brought to the next meeting of the Full Governing Board on 05.12.19 for ratification.

Act
Clerk

The Terms of Reference for the School Improvement Committee to be approved at the first meeting of the Committee to be held on 14.11.19. The ToR to then be brought to the next meeting of the Full Governing Board on 05.12.19 for ratification.

Act
Clerk

On a proposal from SF, seconded by HC and approved by the Governing Board, the Terms of Reference for all other Committee and Panels were ratified to remain unchanged.



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| <p>11::19 FGB</p> | <p>To confirm / appoint Governors with specific responsibilities for academic year 2019-20: Link Governors & Governor Monitoring on School Development Plan 2019-20</p> <p>Referring to the Link Governors & Governor Monitoring on School Development Plan 2019-20, the Headmaster confirmed the following Link Governors:</p> <ul style="list-style-type: none"> • DS: Leadership & Management • SC: Commerce & Marketing • JL: Resources & Finance • SF: Student Progress & Careers • SH: Safeguarding and Pastoral • VA: SEND & Disadvantaged • SS: Language Faculty • HC: Humanities Faculty • AH: Mathematics • RN: Science Faculty • ST: Creative Arts Faculty <p>The Headmaster to provide the updated 2019-2010 Link Governor Policy for confirmation / Governor approval.</p> | <p>Chair</p> | <p>Act MJE</p> |
| <p>12::19 FGB</p> | <p>To approve as a correct record, the minutes of the meeting of the Full Governing Board held on: 04.07.19.</p> <p>The minutes of the meeting of the Full Governing Board held on 04.07.19 were approved as a correct record by Governors, proposed by AD, seconded by SF and signed by the Chair.</p> <p>To consider matters arising from the minutes and for which there is no separate agenda item.</p> <p>There were no matters arising other than ancillary business to be concluded within this meeting.</p> | <p>Chair</p> | |
| <p>13::19 FGB</p> | <p>To receive minutes and a brief resume of business from the Chair, from the meeting of the Admissions Panel held on 22.08.19: (to be tabled).</p> <p>The minutes of the meeting of the Admissions Panel held on 22.08.19, and previously approved as a correct record by the Chair of the meeting (MJE), were signed by the Chair of Governors. MJE advised the meeting had been conducted via conference call, with the panel able to quickly address Admission issues and agree recommendations relating to particular students.</p> <p>To receive minutes (if available) and a brief resume of business from the Chair, from the meeting of the Admissions Panel held on 03.10.19: (to be tabled).</p> | <p>Chair MJE</p> <p>Chair MJE</p> | |



The minutes of the meeting of the Admissions Panel held on 03.10.19, and previously approved as a correct record by the Chair of the meeting (MJE), were signed by the Chair of Governors.

MJE advised the Admissions Panel had met to discuss and ratify changes to the Admission Policy; the business to be advised further during the course of this (Full Governing Board) meeting.

To receive minutes (if available) and a brief resume of business from the Chair, from the meeting of the Foundation Trustees held on 03.10.19: (to be tabled).

**Chair
CW**

The Governing Board received minutes of the meeting of the Foundation Trust held on 03.10.19. CW advised Governors of his appointment, for a second year, as Chair to the Foundation Trust with the appointment of SF as Vice Chair.

To better facilitate Mr K. Oxley to reduce his commitment to the Foundation, Mr D. Frankland was appointed as Secretary to the Foundation with immediate effect. Mr Oxley had agreed to continue in office as Treasurer until the end of the Financial year (31.03.2020) from which point Mr Wooley will take up the office.

In terms of Trustees, AD had confirmed his willingness to continue in office as a Trustee, albeit not as Vice Chair due to his external commitments; SC had been appointed as the Old Boy's Foundation Trustee Governor, and Mr Oxley had been reappointed as a Co-opted Foundation Trustee Governor for a further term of two years.

Work was progressing on the review to the Foundation Governance Document / Trust Deeds; and the Foundation Trustees Indemnity Insurance.

SC provided an update on discussions, ongoing, relating to the Petyt Library now with a small steering group to support going forward.

DF provided an update relating to ongoing communication with the Charities Commission regarding the existence, or otherwise, of any historic Governing Documents (in their possession).

To receive minutes (if available) and a brief resume of business from the Chair, from the meeting of the Pay Committee held on 11.10.19: (to be tabled).

**Chair
MJE**

The Chair referred to the minutes of the meeting of the Pay committee held on 11.10.19; the resume of business to be included within agenda item: 18::19 FGB.

To receive minutes, where available, from any additional Committee Meetings or Panels held since the last meeting of the Full Governing Board on 04.07.19.

The Chair confirmed there had been no additional Committee Meetings or Panels held since the last meeting of the Full Governing Board on 04.07.19.



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| <p>14::19 FGB</p> | <p>Dates of meetings of the FGB & Committees for the academic year 2019-20: All meetings at 4.30pm unless otherwise indicated.</p> <p>Autumn Term 2019 Thursday 14 November 2019 School Improvement Committee Monday 18 November 2019 Resources & Finance Committee Thursday 5 December 2019 Full Governing Board</p> <p>Spring Term 2020 Monday 20 January 2020 Resources & Finance Committee Thursday 23 January 2020 School Improvement Committee Thursday 6 February 2020 Full Governing Board Thursday 12 March 2020 School Improvement Committee Monday 16 March 2020 Resources & Finance Committee Thursday 26 March 2020 Full Governing Board</p> <p>Summer Term 2020 Thursday 30 April 2020 School Improvement Committee Thursday 7 May 2020 Resources & Finance Committee Thursday 14 May 2020 Full Governing Board Monday 22 June 2020 Resources & Finance Committee Thursday 25 June 2020 School Improvement Committee Thursday 2 July 2020 Full Governing Board</p> <p>The above dates, for the remainder of the academic year were confirmed as correct.</p> | <p>Chair</p> | |
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BUSINESS OF THE FULL GOVERNING BOARD

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| <p>15::19 FGB</p> | <p>Headmaster's Report (report attached) Pupil targets; staffing; behaviour and attendance; GDPR and H&S; School trips</p> <p>The Headmaster presented his Report to Governors for October 2019. He stated that as it was the start of the academic year no progress data was yet available, but the tables had been populated with the targets that are currently available (Year 12 and Year 7 targets to be confirmed later in the year). He pointed out that the targets for Year 10 (which had been published several years ago) would be updated with new estimates following the rollout of the new GCSEs.</p> <p>The Headmaster provided a detailed overview of the Staffing Update with appointments (year to date) both internal and external; and resignations (year to date).</p> <p>The School had agreed an appointment for the new IT Manager, employed through North Yorkshire, with NY completing the interview and appointment process. The individual would commence on 21.10.19 and provide onsite support throughout the day.</p> <p>The appointment of a new DofE Coordinator had also been agreed (as of 17.10.19); a former teacher with a particular interest in DofE; the School was therefore able to offer DofE to students this year.</p> | <p>Chair MJE</p> | |
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| | <p>The school roll currently stood at 796 pupils with the FTE for 2019-20 at 48.6; and the PTR, therefore, 16.4; the pupil numbers are lower than in recent years and primarily due to the lower number of students in the Sixth Form. There was a more detailed discussion regarding recruitment to the Sixth form with this becoming more challenging in recent years; particularly with students at the lower end of the spectrum considering whether an A Level programme is appropriate to them.</p> <p>Governors discussed the Absence Information (year to date). The Senior Leadership Team (SLT) is currently focussing on absence and punctuality. A new initiative is being run to improve [pupil] punctuality to Registration. The school gate is now locked at 8:45 am, with early morning detentions issued to pupils routinely arriving late.</p> <p>A Governor questioned on the absence variation (Year 11 / specific Group). The Headmaster confirmed this as arising from the shortness of the term (the data shown reflecting the first five weeks of the term only).</p> <p>The Headmaster drew particular attention to Behaviour statistics with the school using the powers available as required to manage poor behaviour.</p> <p>A Governor referred to the recent Staff Survey and asked for clarification on comments relating to behaviour. The Headmaster outlined issues around Low-Level Disruption (LLD) and some of the steps taken to tackle certain issues.</p> <p>Governors noted within the HM's Report:</p> <ul style="list-style-type: none"> • The referrals to outside agencies (with a councillor now employed in school and proving popular with students). • No data breaches to report. • Recently Completed DBS Checks. <p>Referring to Educational Trip and Visits the Headmaster sought approval for a 'Battlefields Trip' for Years 8 & 9 and French Trip for Year 10 in Enrichment Week.</p> <p>Governors approved the above two trips, in principle; the Headmaster to advise the dates and estimated student numbers in due course.</p> | | Act MJE |
| 16::19 FGB | <p>2019 Examination Performance (verbal report; documents sent out in August)</p> <ul style="list-style-type: none"> • Analysis of the 2019 GCE and GCSE results • Groups analysis <p>The Headmaster provided an analysis of the 2019 GCE and GCSE results.</p> <p>Referring to A Level, the performance across all of the subjects had improved significantly from the mock examinations, with interventions in Mathematics and Economics proving particularly effective. It was noted that the performance of Geography students was strong. Overall value-added is expected to be flat but this particular cohort had produced exceptional progress at GCSE (in 2017) and this has been maintained through Years 12 and 13.</p> | Chair MJE | |



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| | <p>The Headmaster and SLT had been pleased overall with the A Level results, but would strive for better going forward.</p> <p>Following the 2018 results, the School had been tracking GCSE prior attainment against A-Level outcomes for the high ability, the medium ability, and low prior attainment on entry cohorts (final outcomes confirm no significant under/over performance in any group).</p> <p>The Headmaster provided an update on the other key groups and referred particularly to external students (coming into the Sixth form) by comparison to internal students. Generally speaking, the external students have lower prior attainment (as might be expected in a selective area) but produced similar value-added scores to the internal students.</p> <p>Referring to the GCSE results, the Headmaster advised these had been very good with P8 confirmed at + 0.67 (suggesting EGS pupils performed two-thirds of a grade higher than similar pupils elsewhere). There had been some moderation issues in Music which the school was working to address. Once again Geography had performed very well as had, in the main, all the other subjects. Performance had also been good across the various Groups.</p> <p>Meeting status: SH joined the meeting 5.35pm.</p> <p>On behalf of the Governing Board, the Chair conveyed thanks to all the school staff for their dedication and guidance in assisting the return of this excellent set of results.</p> | | |
| <p>17::19 FGB</p> | <p>School Development Planning (documents attached)</p> <ul style="list-style-type: none"> • Summary of key priorities in 2018-19, the associated strategies and impact. • Summary of the 2019-20 key priorities • Outline of the 2019-20 School Development Plan (SDP) • Governance Questions (to be tabled at the meeting) • Copies of the evaluated 2018-19 SDP; the current School SEF; and the 2019-20 SDP are provided for information in the Office365 drive. <p>Governors referred to the Executive summary of the 2019-20 School Development Plan; (the full School Development Plan has been made available to Governors on the 365 Drive together with the full Self-Evaluation Form). The Headmaster referred Governors to the key priorities from the 2018-19 SDP and outlined the impact of some of the actions taken. The accompanying paper detailing progress against the priorities throughout the previous academic year.</p> <p>The Deputy Headteacher, PD, referred Governors to the next briefing paper; with the School SEF mirroring the four key areas of the Ofsted framework; viz,</p> <ol style="list-style-type: none"> 1. Quality of Education 2. Behaviour and Attitudes 3. Personal Development 4. Leadership and Management | <p>Chair MJE PD</p> | |



On Overall Effectiveness, PD advised the School had self-assessed itself as an 'Outstanding' school (as of August 2019).

Governors discussed the Key Priorities in 2019-20 SEF, (these are mirrored in the School Development Plan):

1. Ensure successful roll-out of the new school curriculum
2. Embed positive behaviour and climate for learning
3. Ensure consistently high-quality teaching in all areas of the curriculum
4. Secure positive value-added residuals consistently across all subjects and at all levels
5. Continue to maintain a sustainable school budget

PD provided a detailed resume of the above priorities with guidance for Governors as to the strategies and actions across the school to achieve these objectives.

A Governor asked whether the use of the Class Charts platform was consistent among the teaching staff. MJE said not to the extent he would like and explained that this issue had been highlighted in the Parent Survey. Steps are underway to improve consistency in the future.

PD confirmed the School SDP and SEF had been referred to the NY School Development Partner (KL) who had provided associated guidance and support with positive input.

Governors reviewed the School Development Plan / Executive Summary; the Key School Priorities and areas of focus (as identified in the SEF) emboldened within the Summary.

On a question relating to the implementation of the mobile phone ban at the school, the Headmaster explained that the rollout had been phased in with Years 7-10 and Year 12 beginning in the summer half term and the rest of the school from September 2019. No significant issues had been encountered.

PD referred to the Governor Briefing Paper on the Ofsted framework, which provides guidance to support Governors in their wider understanding of the inspection

The very detailed information was set out in the accompanying paper; viz,

- What is the Curriculum Intent; the rationale of the new curriculum?
- Why EGS has shortened the KS3 to two years and can the national curriculum be covered in that time
- Why EGS has extended the KS4 curriculum; is this narrowing of the curriculum?
- How Governors know the curriculum is fit for purpose
- What are the key improvement priorities?
- How successful are school leaders in establishing the strategies to address these (priorities)?
- How Governors know the school is 'outstanding'?

There were no further questions.



The Chair thanked the Deputy Headteacher for an informative and detailed presentation which was well received.

To approve the current 2019-20 SDP and the current SEF

The current 2019-20 School Development Plan and the current 2019-20 School Evaluation Form, (for this academic year) were proposed by JL, seconded by SF approved by the Governing Board and signed by the Chair.

Premises (to be tabled at the meeting)

- Site works over the summer
- Projects for 2019-20

The School Business Manager, ADW, summarised the site works completed over the Summer recess, which included (the main project) the refurbishment to the Memorial Hall. In conjunction with this, Mrs K Tamsons had undertaken to renovate and repaint the School Crests (on the wall outside the Hall and by the Sports Hall) for which the Governors recorded an especial note of thanks.

To the North and West perimeter of the site, new fencing (extending some 220 metres) has now been erected. Due to late planning approval, the area had been cleared in the Summer recess and the fencing erected at the beginning of Autumn term.

Refurbishment to the Sports Hall had now been completed with the flooring recovered and the Ermysted's Crest overlaid in the centre.

With work commissioned very late in the Summer term, the Maths Faculty Office remedial work was partially complete, with additional work over and above contract still required to resolve issues related to land drains discharging in the area. The floor is now raised (via a suspended floor) with a pump installed to extract residual water. The contractor has been asked to revisit to resolve a levelling issue to the floor prior to the project being signed off.

New computers had been installed and commissioned in room S10.

The second minibus, previously discussed in Resources & Finance Committee, had been delivered prior to the beginning of term and was now in service. The vehicle able to accommodate a wheel Chair and meeting the requirement to be driven without the D1 licence entitlement.

On a question re clarification to work completed to the basement area under the frontage to the Memorial Hall, ADW advised this work, having been commissioned by the Foundation, as now complete. On a further question as to whether the area had been subject to scrutiny and approval to comply with fire regulations, **it was agreed ADW progress an enquiry to ensure compliance.**

Chair
ADW

Act
ADW



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| | <p>Referring to the related financial position for the above projects, ADW provided a resume of approved / estimated costs against actual, including the cost, over and above budget, to the additional work required in the Maths Faculty Office.</p> <p>On a Governor question, ADW provided an update on the issues toward the latter part of the last academic year with the planning consent to the two temporary classrooms. Subsequent to discussions with the planning authority and appeal, ADW was able to confirm that an extension to the planning consent had been granted until 30 September 2033.</p> <p>ADW confirmed planning applications had been submitted and were pending for CCTV; the fencing above the Church boundary dry stone wall; and the gates to the quad area. Planning consent was required to proceed with the resurfacing of drives and pathways, and the student shelters and canopies.</p> <p>Reporting was provided on the Revenue Account, Updated Budget; the Capital Account Updated Budget; and the position on Financial Reserves. The more detailed financial information is available to Governors on the 365 Drive with the papers for this meeting.</p> <p>There were no further questions.</p> <p>The Chair thanked the School Business Manager for a very thorough and comprehensive report.</p> | | |
| <p>18::19 FGB Item carried forward</p> | <p>Performance Related Pay (policies attached) Items from the Pay Committee</p> <ul style="list-style-type: none"> • The 2019-20 Pay and Appraisal Policies • The 2019 Pay Recommendations • A proposal to change the School’s TLR structure <p>The 2019 Equalities Monitoring document (tabled during the meeting) was provided for information.</p> <p>Meeting status::It was agreed to defer this item of business on Performance Related Pay to follow item 19::19 FGB, and therefore not unnecessarily detain staff members.</p> | <p>Chair MJE</p> | |
| <p>19::19 FGB</p> | <p>Admissions (draft policy and commentary attached) Item from the Admissions Committee</p> <ul style="list-style-type: none"> • Draft policy and commentary for final discussion and governor approval to go to consultation • Methodology and advertising of consultation. • Time line <p>The Headmaster referred Governors to the Commentary on the Admissions Consultation, for entry in September 2021 (with testing in 2020) and presented the draft policy for final discussion and Governor approval to go to consultation.</p> | <p>Chair MJE</p> | |



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| | <p>Governors reviewed the draft policy and discussed the key considerations.</p> <p>The Headmaster recommended that the School adopt what he considered to be an objective and transparent measure to determine the ‘required standard’. It is proposed to do so by ranking all the test scores from the main entrance test and drawing a line at the appropriate candidate.</p> <p>Since the most recent Admissions meeting, where the use of the 150th candidate had been discussed, the Headmaster had reflected on that proposal and invited views from Governors on using the score of the 140th ranked candidate (which correlates to the four-year average number of candidates deemed suitable under the current system).</p> <p>On a Governor question as to how this might affect the in-area cohort, the Headmaster advised that analysis suggested that, if applied retrospectively to recent admissions cohorts, the proposed methodology would identify a similar number of in area candidates to the legacy admissions policy.</p> <p>The Governing Board agreed to adopt the Headmaster’s proposal of the 140th candidate and that the Admissions Commentary be sent out, together with the (Admissions) Consultation.</p> <p>Equality Impact Assessment:</p> <p>Governors noted the addition of the Equality Impact Assessment to support the Admissions Policy; the EIA was approved by the Governing Board and signed by the Chair.</p> <p>The Headmaster explained the distribution criteria and timeframe for the consultation. Subject to the volume of responses received through the consultation, it was hoped that the policy could be determined before the end of term (thereby providing parents with time to adjust to the new testing format).</p> <p>The Admissions policy to be ratified at the next meeting of the Full Governing Board on 05.12.19, (with additional meetings of the Admissions Committee, if required, organised before the Full Governing Board meeting to ensure all replies to the consultation are given due consideration).</p> | | <p>Act MJE</p> <p>Act MJE Clerk</p> |
| <p>20::19 FGB</p> | <p>Link Governor Reporting To receive Link Governor Reports since the last meeting of the Full Governing Board held on 04.07.19.</p> <p>There were no Link Governor Reports received at this point in the term.</p> | <p>Chair</p> | |
| <p>21::19 FGB</p> | <p>Safeguarding update</p> <ul style="list-style-type: none"> • DfE: Keeping Children Safe in Education (KCSIE) 2019, coming into effect on 2nd September 2019, and updated 1st October 2019: link | <p>Chair SH</p> | |



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| | <p>HMS advised NYCC Safeguarding training available for Governors:</p> <ul style="list-style-type: none"> • ‘Essential Training on Governor Statutory Duties for Safeguarding’. This to be held at the Rendezvous Hotel on 10.02.20 - reservations to attend to be made via the School Business Manager please. | | |
| 22::19 FGB | <p>Policy reviews, revisions and update:</p> <ul style="list-style-type: none"> • Standing Orders and Procedural Workings of the EGS Governing Board • Instrument of Government • Budget Management Policy and Scheme of Delegation to the Headmaster • Pay Policy; Appraisal Policy <p>With the exception of the Budget Management Policy (Budget Management Policy to be deferred to the next meeting of the Resources & Finance Committee), the above policies were proposed by SH, seconded by JL, approved by the Governing Board and signed by the Chair.</p> | Chair | Act ADW MJE Clerk |
| 23::19 FGB | <p>Governor support information / NYCC governor training (links updated and active as at 06.06.19)</p> <ul style="list-style-type: none"> • Governor Handbook & Competency Framework (NGA; March 2019): link • NYCC Governor Training / SIN Meetings 2019-20: link (available to download as a word doc) • For NYCC, CYPS / Governance / main page: link • Support Information for new Governors is available on the Governor Drive in the folder for this academic year. • EU GDPR website portal: link • NGA (National Governors Association): link • NGA Members login / password reset: link <p>To review the use / continuation of the following form:</p> <ul style="list-style-type: none"> • Link to Google Form; Governor Training Database: https://goo.gl/forms/Z1ouELF1UOgySgsZ2 | Chair Clerk | |
| Bought forward from 18::19 FGB | <p>Performance Related Pay (policies attached) Items from the Pay Committee</p> <ul style="list-style-type: none"> • The 2019-20 Pay and Appraisal Policies • The 2019 Pay Recommendations • A proposal to change the School’s TLR structure <p>The 2019 Equalities Monitoring document (tabled in the meeting) was provided for information.</p> <p>Meeting status: The Chair invited all members of staff, excluding the Headmaster, to retire from the meeting 6.55pm.</p> <p>Meeting Status:: AD retired from the meeting 6.55pm</p> <p>Meeting status:: Quorate</p> | | |



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| | <p>The Headmaster confirmed the meeting of the Pay Committee with CW, SH and JL, had taken place on 11.10.19 and the 2019 Pay Recommendations had been considered in detail and agreed in principle, and required approval from the Full Governing Board.</p> <p>Governors gave due consideration to the Headmaster’s verbal report and the recommendations and decision of the Pay Committee. On a proposal from the Chair, the Governing Board approved the 2019 Pay Recommendations.</p> <p>Governors considered the changes to the Appraisal Policy, the most important being the removal of targets related to pupil progress. The Headmaster confirmed the decision to remove these targets had been well received by staff, as had the decision to no longer issue judgements on lessons. Additionally, lesson observations had been limited to a maximum of two hours with the school increasingly sensitive about staff work load.</p> <p>The Pay Policy remained largely unchanged; and Governors recalled their decision, in Full Governing Board the previous year, to pass on the full pay increase to all pay points on the main scale. In consequence, if repeated again this year, this would mean that the EGS main pay scale (M2 to M5) would continue to be slightly higher than that of North Yorkshire.</p> <p>As had been agreed in Committee, Governors recommended the Headmaster make clear to all staff that any future increases over and above that of North Yorkshire to be based on decision by the Governing Board and not to be an annual expectation.</p> <p>On a proposal from the Chair the Governing Board approved the 2019-20 Pay Policy and the 2019-20 Appraisal Policy.</p> <p>The Governing Board endorsed a recommendation from the Headmaster to review a disparity around the pay scale and TLRs for the Heads of Faculty, and approved that these be aligned from September 2019.</p> <p>On a Governor question relating to the increase in cost, the Headmaster advised a minimal change to the annual budget to facilitate this review.</p> | | <p>Act MJE</p> <p>Act MJE</p> |
| OTHER BUSINESS | | | |
| 24::19 FGB | <p>To deal with any matters agreed for consideration under previous agenda item (urgent business).</p> <p>There was no other urgent business brought forward for consideration from agenda item: 06::19FGB other business.</p> | Chair | |
| 25::19 FGB | <p>To review the business of the meeting and determine whether any part of the proceeding should be treated as confidential and excluded from the minutes to be made available for public inspection.</p> <p>Governors agreed no part of the proceeding to be confidential although reserved to determine a minute as confidential where appropriate.</p> | Chair | |



There being no further business the Chair thanked governors for their support and declared the meeting closed.

Meeting status: The Chair declared the meeting closed 7.05pm

David Frankland
Clerk to the Governing Board
Clerk to the Foundation Trust
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Signed:

Date: