

VICTORIA COUNTY PRIMARY SCHOOL
Cornerswell Road Penarth CF64 2UZ
Tel: (029) 20709225 Fax: (029) 20709123
Email: victoriaps@valeofglamorgan.gov.uk

BOARD of GOVERNORS

FEBRUARY 2017

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on **Tuesday 7th February** commencing at 5.30pm.

Members Present:

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Mrs Samantha Daniels
Mr Simon Husband
Mrs Judith Jones
Mrs Helen Kerr
Mrs Nikki Lacey
Mr Dave Lawrence

Mrs Sonia McLaughlin
Miss Jeanette Minns
Mrs Cath Newman
Mr Mark Petherick
Mrs Amanda Reynolds
Mrs Amy Twining
Cllr. Mark Wilson
Mrs Helen Moreton

Apologies

Mrs Lorna Bennett
Cllr. Rhiannon Birch
Mrs Rebecca Connor
Mr Rhys Taylor

Apologies were given and accepted by Governors.

Welcome

CO'C welcomed governors and informed them that Phil Tibballs (Parent Governor) had stood down due to work commitments. Having taken advice from Governor Support an election was necessary – 3 people have been nominated and the election was in hand.

Minutes of the Meeting held on Tuesday 22nd November 2016

The minutes of the meeting of the Board of Governors held on Tuesday 22nd November were approved by the Governors; proposed by **CN**, seconded by **DA** and signed by the Chairperson.

Matters Arising:

See below:

***Victoria Playing Field**

MP was able to confirm that the land is in the process of being registered. However, this could take up to six months. There will be no cost to the school.

Feedback from Finance Committee

The Finance committee had met prior to the GB meeting. **SH** advised that there were unallocated funds of approximately £25,000. Pupil numbers remain healthy. In the next couple of weeks we will receive the indicative budget.

NL asked how often families were encouraged to claim Free School Meals? **SD** advised that periodically families were reminded however, the criteria changes and we have seen some entitlements withdrawn.

Feedback from Personnel Committee

MP confirmed that the committee had met on the 29th November. Two staff had retired at the end of the autumn term on medical grounds, an LSA and a Mid-Day Supervisor. The LSA role is being covered by a very able person from a supply agency. A new Mid-Day Supervisor has been appointed.

SD advised that the INSET day in January had focussed on staff well-being.

Head Teacher Report

This had been circulated prior to the meeting. **SD** highlighted how proud she was of everyone in the Foundation Phase who had recently been visited by Jane Rees (Estyn inspector). The visit was a great success with Jane recognising the strength of our curriculum provision and pupil voice. The hope is that we will now be included as an Estyn case study, with the possibility of a film crew visiting the school later in the year to record good practice. **NL** and **MW** asked if a letter of thanks could be sent to the staff from the Governors acknowledging their consistent hard work. **CO'C** said she would write on behalf of the GB.

Annual Report to Parents

SD had prepared the report and passed to **JM** and **RT** for their comments. The report had been sent to governors before the meeting. Governors were happy with the report which will now be made available to parents.

CO'C thanked **JM** and **RT** for their input.

Correspondence

A letter had been received from a parent expressing her thanks to staff in supporting her child who has Type1 diabetes.

Any Other Business:

MP (on behalf of Phil Tibballs) raised the question of governors having name badges. It was agreed that at the first meeting for a new governor everyone would introduce themselves.

AT advised that she had visited school and was impressed with the maths lesson that she had observed. The lesson was engaging and the resources well used.

JM wondered if obesity amongst children was addressed on an individual basis. **SD** stated that it was addressed sensitively as part of the healthy eating curriculum.

CO'C confirmed that the school council would attend a GB meeting in May. **HK** will arrange.

SD asked if any governors would be able to attend the Eisteddfod (March 2nd) and act as judges. **CN** volunteered and **NL** will confirm. If anyone else is able, please contact **HM**.

SD informed governors that the photo board was incomplete; governors who missed the photo day should make arrangements prior to the next GB meeting to have their photos taken.

CO'C suggested that a letter of condolence be sent to the Governors and staff of Albert Road Primary School – governors agreed.

Matters Confidential

None

Date of next Meeting: Tuesday 4th April – this will commence at 5.30PM when governors will meet in their groups. The full GB meeting will start at 6.00PM.

Committee Meetings:

Tuesday March 28th – Finance and Personnel

Tuesday April 4th - Finance

NB A letter of condolence has been sent to Albert Road School and a letter of thanks has been passed to staff via David Adams as requested.