

THE DARTMOOR FEDERATION Governing Body

Final

FULL GOVERNING BODY MEETING

Part I Minutes

Tania Skeaping Chaired the meeting

Date/Time	19.05.2016 18:00	OKEHAMPTON COLLEGE	ROOM 407		
Attendees	Initials	Category of Governor	Attendees	Initials	Category of Membership
Mike Brady	MB	Staff: Head Teacher	Derrick Brett	DB	Staff: Head Teacher
Daryll Chapman	DMC	Staff: Head Teacher	Cheryl Everitt	CE	Parent
Mike Gurney	MG	Staff	Gavin Jordan	GJ	Parent
Jane Lake	JLA	Local Authority	Marilyn Livingstone	ML	Foundation (Diocese)
Tania Skeaping	TS	Foundation (Trust) (Vice Chair of Governors)			

Apologies	Initials	(Category of Governor/Membership)	Reason	Absent without Apology	Initials
Ian Courtney (Chair of Governors)	IC	Foundation (Trust)	Leave		
Mary Ellery	ME	Co-opted	Work Commitment		
Ruth Hansford	RH	Ex Officio Diocese	Leave		
Niall McLeod	NL	Parent	Family Commitment		
Neil Rowlands	NR	Parent	Work Commitment		
Robert Taylor	RT	Co-opted	Other Commitment		
Linda Wells	LW	Associate Member	Attendance Subject Matter Specific		
Theresa Weaver	TW	Associate Member	Attendance Subject Matter Specific		

Support Staff Attendees

Attendees	Initials		Attendees	Initials	
Imogen Burrage	IB	Federation Maths Lead	Barbara Earnshaw	BE	Head of School, Lydford
Hugh Lea	HL	Head of School, Northlew & Ashbury	Lisa Paton	LP	Head of School, Boasley Cross
Amy Scrivener	AS	Head of School, Bridestowe			

Support Staff Apologies

			Reason	Absent without Apology	Initials
Cherie Gilbert	CG	Head of School, Exbourne	Other Commitment		

In Attendance	Initials	
Gill Tremain	GT	Clerk
Martin Smith	MS	Director of Teaching Schools (<i>Left 18:55</i>)
Neil Sproats	NS	Director of Post-16 (<i>Left 19:15</i>)
Andrew Sweeney	ASW	Assistant Principal (<i>Left 19:35</i>)

Minutes to
Federation Website & Diocese

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Quorum	50% of the membership of the Governing Body, which must include either the Executive Principal, or his representative, and the Head of Primary Education or his representative
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	Agenda	Led By	Paper
1.	Apologies & Declaration of Interests		
2.	Minutes of previous meeting dated 24 March 2016 <ul style="list-style-type: none"> • Part I minutes • Part II Confidential minutes 	1 2 (Tabled)	Chair All
3.	Matters Arising		Chair/All
4.	Questions for Chair of Finance, Safety and Human Resources Group <ul style="list-style-type: none"> • Minutes of meeting Held on 28.04.2016 Part I • Part II 	3a 3b (Tabled)	TS/All
5.	Questions for Chair of the Teaching and Learning Challenge Group: <ul style="list-style-type: none"> • Minutes of meeting Held on 22.04.2016 Part I (no Part II) 	4	TS/All
6.	Questions for Chair of the Safeguarding & Behaviour Group: <ul style="list-style-type: none"> • Minutes of meeting Held on 22.04.2016 Part II (no Part I) 	5 (Tabled)	JLA/All
7.	Teaching Schools Update	9 (Tabled)	MS
Governors will be required to go into Part II Confidential			
8.	HMI Visit to Okehampton College Update		DMC
9.	Post-16 Report	6	NS
10.	Year 11 Update	10 (Tabled)	ASW
11.	Primary In-Year Progress Data	7	MB
12.	Primary School Quality Assurance Visits Feedback		MB/DMC
13.	Governing Training Feedback		All
14.	Governor Annual Report		Chair/MB
15.	Multi Academy Trust Update	8 (Tabled)	DMC
16.	Federation Update		DMC
17.	Date of next meeting: <ul style="list-style-type: none"> • Thursday 14 July 2016 at Okehampton College at 6pm Room 407 		

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
63	<p>Apologies & Declarations of Interest</p> <p>Apologies were received and approved from governors: Ian Courtney, Mary Ellery, Ruth Hansford, Niall McLeod, Neil Rowlands, Robert Taylor, Linda Wells and Theresa Weaver.</p> <p>Apologies were also noted from support staff: Cherie Gilbert.</p> <p>The Chair (TS) reminded those present that conflicts of interest must be declared at the start of the meeting and throughout as issues arise, and to leave the room whilst an item is discussed as appropriate.</p>			

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Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
64	<p>Minutes of previous meeting dated 24 March 2016 (Papers 1 and 2) Both the Part I minutes (Paper 1)</p> <p>Part II Confidential minutes (Paper 2 tabled) were discussed under Part II Confidential.</p>			
65	<p>Matters Arising – Part I Minutes</p> <p>Minute 53 White Paper – MG reported that some Devon SCITT schools have put together a letter to the DfE in response to the White paper MG gave a brief overview of the concerns raised within the document. At the meeting governors felt they were not in a position to put their name to supporting this as a governing body; however, if governors could if they wished to, support as an individual. Agreed MG to circulate to governors. <i>Copies of this paper were obtained and circulated before the end of the meeting.</i></p> <p>Minute 53(i) Parent Governor Category The School Governance (Constitution and Federations) (England) (Amendment) Regulations 2016 require, by 1 September 2016, the number of parent governors on the governing boards of federations will be reduced to two. This applies where a federation consists of 3 or more schools. TS asked parent governors to remain at the end of the meeting to discuss this.</p> <p>Minute 57 Governor Visits - governors to pass their notes of the recent round of governor visits to the Clerk who will, in turn, circulate to full governors.</p> <p>Part II Minutes of meeting held on 24 March 2016</p> <p>Governors RESOLVED to discuss this item under Part II</p>	<p>Action: MG</p> <p>Action: Clerk</p>	<p>19.05.16</p> <p>19.05.16</p>	
66	<p>Questions for Chair of Finance, Safety and Human Resources Group - Minutes of meeting held on 28.04.2016 Part I (Paper 3a) Part II (Paper 3b) Agreed to refer this item to the next full governing body meeting as the minutes were not available for this meeting.</p>	<p>Action: Clerk</p>	<p>19.05.16</p>	<p>14.07.16</p>
67	<p>Questions for Chair of the Teaching and Learning Challenge Group (Paper 4) There were no questions for the Chair with regards the Minutes of the Teaching & Learning Challenge Group meeting Held on 22.04.2016 Part I (no Part II)</p>			
68	<p>Questions for Chair of the Safeguarding & Behaviour Group (Paper 5)</p> <ul style="list-style-type: none"> • Minutes of meeting Held on 22.04.2016 Part II (no Part I) <p>Governors RESOLVED to discuss this item under Part II Confidential</p>			
69	<p>Teaching Schools Update (Paper 9 Tabled) The Chair welcomed Martin Smith (MS) to the meeting. MS has recently</p>			

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	<p>taken up post of Director of The Dartmoor Teaching School Alliance (DTSA) and is based at Okehampton College. MS tabled Paper 9 and gave an overview of Teaching Schools programme and updated on the progress of how the DTSA is developing. The 'Big Six' are the key areas Teaching Schools are asked to develop. These are:</p> <ul style="list-style-type: none"> • Initial Teacher Training • Continuing Professional Development • Leadership & Talent Management • School to School Support • Specialist Leaders of Education (SLEs) • Research and Development <p>The vision for the DTSA has been set and the draft set of co-operative values that are now being consulted on. It is not a prerequisite of becoming a member that a school has to be a co-operative school but the values that a prerequisite; everything we do should have as much primary and early years focus as secondary and we should blend development across phases so people work together. There are currently 12 secondary schools and 15 primary schools who have signed up. A draft action plan has been drawn up that has been shared with Graham Browne, Regional National College Adviser. MS has been doing a lot of face to face networking, meeting with Alliance members to promote the DTSA and establish people who are in apposition to join our Alliance and work with us to develop the 'Big Six' areas.</p> <p>Discussion focused on School to School and Specialist Leaders in Education (SLEs). DMC has recruited the services of John Lunn (part time) whose specialist field is data and he work across the alliance schools supporting school improvement.</p> <p>Specialist Leaders in Education (SLEs) are people who are outstanding leaders who have skills to go to other schools to do outreach work. We are in the process of recruiting SLEs. At the moment, national and local SLEs are not used because of the cost so we are looking at a 'cashless trading scheme' where people trade expertise rather than buying.</p> <p>The following questions were raised and discussed:</p> <p>Q: Will the DTSA be working alongside special schools?</p> <p>Q: How will systems of credits work if there is not an equal balance of SLEs across the schools?</p> <p>Q: Under research and development areas of the Big 6, will there be capacity for learning on the ground?</p> <p>The priorities this term as set out below were noted:</p> <ul style="list-style-type: none"> • Complete branding, website and marketing. • Set up leadership and governance structure. 			

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	<ul style="list-style-type: none"> • Set 3 year budget and business plan. • Consolidate membership. • Decide ITT Strategy. • Set up CPD and Leadership programmes for next year. • Set up SLT and subject networks. <p>ML volunteered to take on the role of governor representative for The Dartmoor Teaching Schools Alliance.</p> <p>The Chair thanked MS for his work and report. MS left the meeting at 18:55</p> <p>Governors RESOLVED to discuss all remaining items on the agenda under Part II Confidential.</p>	Decision	19.05.16	
Minute	SUMMARY OF CHALLENGE			
69	<p>Teaching Schools Update</p> <p>Q: Will the DTSA be working alongside special schools?</p> <p>Q: How will systems of credits work if there is not an equal balance of SLEs across the schools?</p> <p>Q: Under research and development areas of the Big 6, will there be capacity for learning on the ground?</p>			
Minute	SUMMARY OF DECISIONS			
64	<p>Minutes of previous meeting dated 24 March 2016 (Papers 1 and 2)</p> <p>Both the Part I minutes (Paper 1) and Part II Confidential minutes (Paper 2 tabled) were signed as a true record. Paper 2 was handed back to the Clerk.</p>			
69	<p>Marilyn Livingstone volunteered to be the governor representative for The Dartmoor Teaching Schools Alliance.</p>			
Detail of next meeting				
Date/Time	Thursday 14 July at 18:00	Location	Okehampton College Room 407	

The meeting closed at 20:25