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STAFF CHANGES

The Head teacher reported that Jennifer Ford would be leaving the school following her appointment to her first headship of Penrehafod. It was also noted that Gaynor Bell would be retiring.

The Head teacher and Governors paid tribute to both Jenny and Gaynor for all the invaluable work and support provided to the school and its pupils during their time at the school. Both members of staff would be greatly missed.

58 MINUTES

The minutes of the last meeting held on 7th March 2016 were confirmed as a correct record subject to the inclusion under “Apologies” of Rhys Battle, Head Boy and Lucy Dickinson, Head Girl.

59 MATTERS ARISING

(i) **Minute 48 (i) : Swimming Pool** – Work was ongoing to resolve the problems with the swimming pool.

(ii) **Minute 50 (ii) : Lifts** – Work to resolve problems with the lifts was ongoing.

60 CARDIFF GOVERNORS’ ASSOCIATION NOMINATIONS

There were no nominations from the Governing Body.

61 COMMITTEE MEETINGS

(i) **Curriculum Committee**

A meeting of the Committee had been held but there were no written minutes available so a verbal report was given. School trips had been the subject of discussion by the Committee and the proposed trip to Euro Disney had been considered inappropriate.

Further details regarding a proposed R.E. trip had been requested by the Committee and these were awaited.

The proposed D.T. trip to Florence could not be justified as it would take place during term time and would take up 4 school days.

The proposed Art Department trip was discussed and a decision regarding whether it could be justified was awaited.

The Committee proposed that the school should move toward providing “full course Welsh” in year 9.

The Committee proposed that R.E. should “lose” one hour of teaching.

The Committee decisions and proposals were approved by the Governing Body.

(ii) Buildings Committee

A meeting of the Committee had been held but there were no written minutes available so a verbal report was given.

It was hoped that a finishing date for work to be completed on the swimming pool would be provided in the near future.

DDA works were due to begin shortly with an expected finishing date of the end of the October 2016 half term.

Refurbishment of the I.T. Room was in progress.

The Wales Japanese School had invested over £10,000 in the refurbishment of the Youth Club.

An update was given regarding asset renewal works. Further discussions were due to be held with the LA on 14th July 2016.

The CCTV Programme on the lower school site had been a real success and was proving to be a very good investment.

(iii) Standards Committee

The Committee had met and written minutes would be available at the school for Governors to access.

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POLICIES AND GUIDANCE

The following documents were received and approved by Governors:-

(i) Complaints Policy

This included one small adjustment.

(ii) HR Capability

This incorporated CSC guidance harmonising LAs.

(iii) Examination and Contingency Plan Policy

This included centre compliance.

(iv) Harassment Policy

To be considered at the September 2016 meeting.

(v) Work Related Education Policy

To be considered at the September 2016 meeting.

(vi) Whistle Blowing Policy

To be considered at the September 2016 meeting.

In future information on changes to previous policies would be highlighted.

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SLA ADOPTION

Governors agreed to continue with the following service level agreements with the Local Authority for three years with the exception of catering which would be reviewed after one year:-

- Catering
- Educational Psychologists
- Governor Services and Training
- Human Resources
- HR and Payroll Services
 - Employment Services
 - HR Advisory and Support Services
 - Cardiff Academy
- ICT
- Information Governance
- Legal Services
- Local Financial Management
- Procurement and Supplies
- Specialised Support Services

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HEAD TEACHER'S REPORT – Huw Jones-Williams

A full written report was received. The Staffing, roll and organisation of the school was noted.

The Head teacher reported on a number of key issues which included staffing changes; standards; learning and teaching provision; leadership and management and health and safety.

The Estyn Report on the school had been published and this would be reported upon separately in the form of a presentation by the Head teacher.

The many successes of the school and individual pupils continued and was noted with pride by Governors.

The many sporting achievements were also reported.

The Head teacher was thanked by the Chair for a very full and interesting report which continued to reflect well on the standards of teaching and pupil achievement.

65

PRESENTATIONS – Huw Jones-Williams

(i) Budget and Staffing

The Head teacher gave a report on the current situation regarding the school budget and a summary of the significant staffing changes. It was noted that the Local Authority had agreed to the request made by the Head teacher on behalf of the Governing Body to set a deficit budget of £240,000 in the 2016/17 financial year. The Head teacher assured Governors that a financial plan was in place to reduce the deficit for the following financial year with a view to returning a balanced budget if possible, subject to sustainable funding.

(ii) Latest KS4 Standards Tracking : Year 11 and Year 10

Data sheets which identified the June 2015/16 return showing the collection of KS4 in-year data regarding pupils' progress was received by Governors and expanded upon by the Head teacher. It was noted that year 11 results were strong and slightly better than year 10 results. The school would plan to address any areas for development with year 10 standards of achievement and thus future results.

In response to a query from some Governors, the Head teacher felt that it was appropriate for the school to set high aspirational and challenging targets for pupil achievement. This was very much work in progress, though results had shown a steady improvement since 2012 and particularly in the last two years.

(iii) School Improvement Plan (PIAP) Update

The Head teacher gave a full presentation regarding this document. Roger Davis, Challenge Adviser informed Governors that he was working with the Head teacher in this matter and felt that good progress was being made. Following discussion the Governors approved the School Improvement Plan proposals.

(iv) Estyn Monitoring Letter

The letter from Estyn informing the Chair that the school would be the subject of Estyn monitoring following the Section 28 inspection was received by Governors. It was noted that the school was required to submit a progress report against recommendations from the core inspection by Friday, 14th October 2016. The Head teacher reported that this matter was being addressed and it was hoped to have a

detailed plan by the September 2016 Governing Body meeting.
Governors were satisfied with progress in this matter.

(v) Department Review Update

The report of the Head teacher was noted by Governors.

66 CONFIDENTIAL ITEMS

Minute 56.

67 FUTURE MEETING DATES

- Monday 19th September 2016
- Monday 14th November 2016
- Monday 16th January 2017
- Monday 20th March 2017
- Monday 19th June 2017

- Wednesday 28th September meeting with parents

Meeting concluded.

Signed:

A handwritten signature in blue ink that reads "Slack". The signature is written in a cursive style and is underlined with a single horizontal line.

Chair of Governors