

Stanwix School – Full Trustee Meeting
Thursday 1st December 2022 – 5.30pm

Present: Kuldip McMullan, Shelley Hayward, Catherine Briggs, Elizabeth Mallinson, Tom Little, Michael Johnson, Karen Robertson, Jen Barry
 Also present: Megan Stokoe

Item		Action
1. Apologies		
2. Declarations of Interest	EM – Agenda item 9 – Community grant	
3. Minutes of Full Governors meeting		
4. Points of discussion & Update	Introduction of new trustees – Karen Robertson, Parent trustee and Jen Barry, Parent trustee. Cumbria Park Update – Trustees discussed the recent updates and communication to/from parents regarding the use of the Cumbria Park Hotel for refugees. SH encouraged a discussion on the inclusion of subjects like this in the curriculum. KM is going to call the manager of the hotel to discuss the admission of any children in the hotel. TL thanked EM & SH for their input on the subject and asked if there had been enough communication with parents, KM said yes. SH asked of any staffing updates, KM is not running staff meetings from now up until Christmas as staff are busy in classrooms. TL asked if we have teachers to cover planning time, KM confirmed that PPA time is covered in school. SH asked if we have effectively considered increases of bills in school and pay increases. KM confirmed that this has been accounted for in the budget.	
5. Head Teachers Report, policy review & general update	Trustees discussed a parent survey, this will be done in the Spring Term through the new parent app. KM reported on current staff absences. The teacher absence in Y3 is being covered by supply and Y3 staff. KM has done parents evening for class 3R and parents gave positive feedback. During the Autumn term, CPD has been completed and there are more courses arranged for the Spring and Summer term. MS will send Safeguarding training information to trustees.	

	A new deputy has been appointed and will be starting working 4 days a week in January. SH has had positive feedback on this from staff members. CB suggested that IM (Deputy Head) attends a trustee meeting in the Spring term. KM is struggling to find someone for the maternity cover. KR asked if an NQT would be suitable, KM said that is not an option. With regards to monitoring attendance, CB asked about the low attendance scores for PP children, KM explained that this is a result of children being absent due to the increasing cost in transport. CB asked about persistent absences, KM said that they are often patterned absences or regular. SH asked about current attendance, KM said there has been a lot of absence and sickness in school recently. Behaviour – more strategies for good behaviour, good manners and respect are in place. EM was surprised to see that there were 0 bullying or race hate incidents. KM said there are none with children. KM informed governors of a recent exclusion. SH asked about current strategies in place KM said the strategies are working. T&A committee – No update from LC. A new list of subject coordinators was agreed.	
6. Committee Reports/Updates	FSP update – Terms of Reference have been circulated, the Audit committee will be brought to the FSP committee. SC will carry out the internal scrutiny. SC met with KM on Monday regarding this. The terms of reference were agreed and approved. It was accepted that the Audit committee will join FSP.	
7. Review & discuss external review of governance action plan	It was suggested that action items from the external review are included in future agendas.	
8. Board review & membership matters	EM was appointed as Chair of Trustees. TL was appointed Chair of T&A committee. The engagement committee will run alongside the T&A. KR will join the T&A committee. JB will join the FSP committee.	

9. AOB, Future meeting dates & meeting close	A letter from the LA regarding fines for unauthorised absences will be on the agenda at the next meeting. EM discussed the grant awarded to FOSS on her behalf. EM has informed FOSS of this grant and this will be recorded.	
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