



St. Joseph's Catholic Primary School, Malmesbury
Minutes of the Full Governing Body Meeting held on
13th July 2017

Present

P J O'Brien - Chair (PJ)	Nuala Oughton (NO)	Lizzie Christopher (LC)
Colin Kershaw (CK)	Theresa Adams (TA)	Niamh Marshall (NM)
Elaine Pearce (EP)	Rachel Copeland (RC)	Louise Talkowski (LT)

Minutes

1	Opening Prayer and Welcome PJ opened the meeting with a prayer.	
2	Apologies David Thorpe (stepped down), Steve Brady	
3	Minutes of last meeting: The minutes of the FGB meeting held on the 18 th May 2017 were accepted as a true record.	
4	Matters Arising and actions to be carried forward Handbook – done and in use – thank you to Elaine and Linda. Mission, Vision and Ethos minutes now circulated by NO. Resources – 80% of budget on staffing target now fixed on the Resources agenda Staffing structure – closed – to be discussed later SIP committee – carry over until next academic year Risk assessment for ski trip – was allowed. Great trip had by all and no injuries.	LC
5	Both Register of Training Register & Business Interests completed by all.	All
6	Head Teacher's Report LC provided an overview and welcomed questions. a. Safeguarding – nothing significant to report NM reported an unreported incident of a stray 'wire' on the land. EP to look into it. RC Burn at Forest School not logged. LC to look into b. Pupil Premium PJ has requested a breakdown of pupil premium cause and effect. LC will do this once Raise Online's data is available. c. SATS A discussion surrounded the low reading score for KS2 and how this can be approached for next year. All other results were excellent. CK requested a headteacher's report on KS2 reading at the end of term 2 next year. The scripts will be analysed. <i>[6.50pm – NM arrived]</i> d. Attendance report. RC requested that the pupil's attendance report at year end includes the percentages.	EP LC LC LC LC
7	Resources Committee PJ provided an overview including: Budgets-wise the school year has ended in good shape, however a review has been triggered by the Samuel Partnership target to have staffing costs limited to 80% of budget.	

	wishes all at St Joseph's the very best for the future. On the back of Jenni's feedback, there was a discussion surrounding the amount of resources teachers are purchasing from their own funds. NO wanted to formally recognise the contribution of the PFA for the school fete which raised £2,222.36.	
12	Date of next meeting: 12th October 2017	

DATES FOR YOUR DIARY – GOVERNING BODY MEETING DATES 2017-18

Sub committees	M, V & Ethos	FGB @ 6.30pm
5 Oct 17	28 Sept 17	12 Oct 17
16 Nov 17		7 Dec 17
25 Jan 18		8 Feb 18
15 Mar 18	22 Feb 18 (10am) (Admissions) TBC	22 March 18
3 May 18		17 May 18
28 Jun 18	5 Jul 18	12 Jul 18