

SCALBY SCHOOL

Interim Executive Board Meeting 19 - Wednesday 24th February 2010 at 6.30 pm

Item	Minute	Action	
09/212	<p><u>Attendance.</u> IEB members</p> <p>School staff</p> <p>Local Authority Officers</p> <p>Others present Clerk</p>	<p>Individuals present shown in bold type. Mr J Scoble (JS) (Chair), Mr R Cannon (RC) (Vice Chair), Mr M Goode (MG), Mrs S Hartley (SH), Mrs S Williamson (SW). Mr P Tarn (PT) (Principal), Mr A Wappat (AW) (Vice Principal), Mr N Penn (NP) (Business Manager), Mr M Wilkins (MW) (Chief Executive Outwood Grange), Mr P Sorby (PS)(Associate Principal), Mr B Evans (BE) (Assistant Principal), Mr M McCluskie (MM) (Assistant Principal), Mrs V Michael (VM)(Assistant Principal), Mr J Bell (Assistant Director, Q & I), Mrs D Sutherland (School Improvement Partner), Mr. R Hobson (RH)</p>	
09/213	<p><u>Apologies for absence</u> Apologies were received from Mr Goode and Mrs Williamson. Governors agreed consent.</p>		
09/214	<p><u>Declaration of interest</u> To invite members to declare any interest in matters which are the subject of, or are connected with, any item of business on the agenda. No declarations were made.</p>		
09/215	<p><u>Confidential agenda items</u> To consider if an agenda item needs to be treated as confidential and excluded from the published minutes. None selected.</p>		
09/216	<p><u>Minutes of the last meeting.</u> (Previously distributed) The minutes of the meetings of the Interim Executive Board held on Wednesday 27th January, and Monday 8th February were agreed as a correct record and signed by the Chair.</p>		
09/217	<p><u>Matters arising from the minutes not otherwise covered on this agenda.</u> None</p>		
09/218	<p><u>Impact of Specialism</u> Mr Evans described for members how the impact of specialism could now be indentified throughout the Self Evaluation Form. Impact was evident within many aspects of the school's work. Members recognised the importance of this information. Members agreed to consider this matter as part of the wider review of the Self Evaluation Form. Mr Evans then left the meeting</p>		
09/219	<p><u>Recruitment of Principal.</u></p> <ol style="list-style-type: none"> 1. The Interim Executive Board agreed to recommend to the Local Authority the appointment of Mr David Read to the post of Principal of Scalby School. 2. The Chair and Principal described the latter stages of the recruitment process. Candidates identified at the long listing meeting were then visited in their current posts. Three candidates were then taken onto a shortlist for a rigorous two day selection process. This involved: - <ul style="list-style-type: none"> o Personality profiling o Professional analysis of group tasks o Information gathering from all stakeholders o The ability to respond rapidly to new situations that involved delivering a cohesive response to a large audience of professionals. 	Chair	

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	<ol style="list-style-type: none"> 3. The final stage was a formal interview that had been completed earlier this day. 4. Members recognised the need to effectively manage the transition process. This standing agenda item of recruitment of principal should remain in place until this process is complete. 5. It is important that the wider school community are informed of the appointment. Ideally Mr Read would make a visit to the school and the opportunity taken for a photograph and press release. The Principal agreed to organise this. Interim Executive Board members will be involved if available. 6. The Chair offered sincere thanks to all involved in the arduous selection process. 	
09/220	<p><u>Self Evaluation Form and School Development Plan.</u></p> <ol style="list-style-type: none"> 1. Members received copies of the completed Self Evaluation Form, and an updated School Development Plan. The principal described recent work on the documents. 2. The document had been a team effort by the Leadership Team. Three members had worked to complete the document during the half term break. It had then been reviewed by the Director of School Improvement for the Outwood Grange family of schools. He had recognised that it was a very well prepared document. Particularly, the way descriptors for judgements had been quoted and then supported by evidence. He had suggested that in cases where the judgement is bordering on an increased grade, good to outstanding say, then the descriptors should identify the improvement required to achieve the upgrade. Minor changes to the document would now be made. 3. Members recognised the need to spend additional time on the review of this document. It will be in the agenda for the next meeting. The School Development Plan will also be reviewed then. 	Clerk
09/221	<p><u>School governance</u></p> <ol style="list-style-type: none"> 1. Further information had been received from the Local Authority suggesting an increase in the number of members for the Shadow Governing Body. The revised group would be 4 parents, 3 community, 2 staff and 2 Local Authority governors. Members accepted the Local Authority's suggestion. 2. It was further agreed that all parents would be given an opportunity to put themselves forward for consideration. The Local Authority would make the appointment after taking advice from the Interim Executive Board. The Local Authority will provide a letter for parents explaining the process and inviting self nominations. 	
09/222	<p><u>Parents consultative group</u></p> <ol style="list-style-type: none"> 1. Members had recently received the minutes of the group meeting on 25th January. Members had previously received a report from Interim Executive Board member Mrs Williamson. 2. Mrs Hartley now reported from the recent steering group meeting. An opinion had been expressed that the group were not being taken seriously. Members expressed concern, and did not agree with that view. Two Interim Executive Board members have been regular in regular attendance and 3 members of the school's Senior Leadership Team attended the last full meeting. An extensive discussion on the role of the group followed. The Principal and Chair agreed to meet with the steering group to work out a way forward. 3. A question had been asked about gifted and talented students. The Principal confirmed that there are indeed such students at Scalby. However, they are no longer identified as a discrete group. They are individually tracked through the praising stars scheme, and challenged and extended appropriately. 	

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	<p>4. The cost of the World Challenge was still causing concern. A request had also been made that a list of regular repeat trips and events could be provided. This would enable families to make financial plans. The Principal acknowledged the problems.</p>	
09/223	<p><u>Year 8 Graduation</u></p> <ol style="list-style-type: none"> 1. The Principal reminded members of the procedure whereby students graduate from year 8 to year 9. A ceremony is held in school followed by a “Ball” in the evening. This year the ceremony will be held on 8th July. 2. Students are allowed one E4 in praising stars and still able to graduate. More than that and they do not. They small number who do not, have a further opportunity in later cycles of praising stars. 	
09/224	<p><u>Policy Reviews</u></p> <ol style="list-style-type: none"> 1. Curriculum. Members had received this document at the last meeting. Members recognised this as an accurate description of the school they have come to know and understand during the last12 months. Members welcomed and approved the policy. 2. Collective Worship. Members agreed that it was a positive approach to the issue and approved the policy 3. Work placements. Further work required 4. Attendance management policy. This is a County model containing some revisions since last approved. Mainly to do with occupational health. Members approved the policy. 	
09/225	<p><u>Urgent Items agreed by the Chair.</u> None</p>	
	<p><u>Dates of future meetings</u></p> <ol style="list-style-type: none"> 1. The calendar of Interim Executive Board meetings until Easter 2010 is Wednesdays 10th Mar, and 24th Mar at 6.30 pm. 2. The Interim Executive Board and Shadow Governing Body will meet together at 6.30 pm on Wednesday 21st April. Provisional dates for the first half of the summer term are Wednesdays 5th and 19th May at 6.30 pm. 	