

SCALBY SCHOOL

Interim Executive Board Meeting 16 - Wednesday 27th January 2010 at 6.30 pm

Item	Minute	Action
09/178	<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>	
09/179	<p><u>Apologies for absence</u> Apologies were received from Mr Cannon and Mr Goode. Members agreed consent.</p>	
09/180	<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>	
09/181	<p><u>Confidential agenda items</u> To consider if an agenda item needs to be treated as confidential and excluded from the published minutes. Part of the item on school governance, and a teachers salary changes were identified.</p>	
09/182	<p><u>Minutes of the last meeting.</u> (Previously distributed) The minutes of the meeting of the Interim Executive Board held on Wednesday 13th January 2010 were agreed as a correct record and signed by the Chair.</p>	
09/183	<p><u>Matters arising from the minutes not otherwise covered on this agenda.</u> 09/177 The proposed meeting dates for the first half of the summer term are Wednesdays 21st April, 5th May, and 19th May. The aim is to have the Shadow Governing Body operating alongside the Interim Executive Board during the summer term. This will involve additional members. It was agreed to confirm the 21st April date and leave the May dates as provisional.</p>	
09/184	<p><u>Staffing Structure 2010 – 2011</u></p> <ol style="list-style-type: none"> 1. The Principal shared with members draft copies of the staff deployment analysis for 2010-11. He drew attention to several important points. <ul style="list-style-type: none"> ○ Although considerable progress had been achieved towards the Ofsted target of eliminating the budget deficit, this is still a significant constraint. ○ The 2009 year 7 admissions were 133. This has increased with in year admissions, and year 8 is expected to be 138 ○ The current best estimate of pupil numbers is for year 7 admission of 165. This requires 6 teaching groups. The ideal number for 6 groups is 180. It is also significantly less than the year 11 leavers. ○ The draft deployment analysis is indicating a need for a cut in teaching staff of around 3.5 full time equivalent posts from September 2010. 2. Members were pleased that the projected year 7 in take shows a significant rise of 32. Members further recognised the serious situation. A cut of 3.5 full time equivalent teachers is significant. There is always natural movement within staff for various reasons, but compulsory redundancy cannot be ruled 	

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	<p>out. A much larger staff re-organisation last year was achieved without compulsory redundancy in the teaching staff. Members agreed with the Principal that he should bring forward a firm proposal for the deployment of staff. The Principal confirmed that he was working with the Local Authority on a redundancy consultation proposal document for members to consider. Members agreed to attend an additional meeting to consider a proposal for the staff deployment analysis, and if necessary, to approve the redundancy consultation document and procedure. The meeting will be held at 8.00am on Monday 1st February.</p>	
09/185	<p><u>Recruitment of Principal.</u></p> <ol style="list-style-type: none"> 1. The Chair provided an update on the process. There had been 27 expressions of interest, and 10 applications. The selection panel of 4 Interim Executive Board members, advised by the Principal, School Improvement Partner, and Executive Director of Outwood Grange, had identified a long list of 4. 2. The Chair shared with members the selection summary sheet used to assist in matching candidates against the criteria in the person specification. This document, and the person specification, had been drawn up using the professional knowledge, understanding, and skills and attributes, detailed in the National Standards for Head Teachers. 3. A second document had been used for information. That listed the performance of the school of the candidates' current posts. This included information on the cohort size and composition, the Contextual Value Added score over 3 years, the % of 5 A*-C grades over 3 years, and the overall grading and leadership and management assessment made by Ofsted. 4. The long list of 4 candidates will all be visited in their current posts before the short listing meeting fixed for 8th February. 5. The Assistant Director, Children and Young People's Service, had been kept informed at all stages. The School Improvement Partner confirmed that the Assistant Director agrees that the process has been rigorous. 	
09/186	<p><u>School governance</u></p> <ol style="list-style-type: none"> 1. Interim Executive Board members had previously been requested by the Local Authority to bring forward recommendations for the membership of the Shadow Governing Body. Mrs Williamson and Mrs Hartley had used their knowledge of the parent Community to provide a list of 6 names for the 2 parent governor vacancies. Members agreed that Mrs Williamson and Mrs Hartley would approach the people to explain the commitment required and seek their consent for nomination. Members agreed an order of priority for the approach. The prioritised list is contained in the confidential minute of this meeting. 2. Members will consider nominations for staff and community governors at the next meeting. 	<p>SW SH</p> <p>PT MG</p>
09/187	<p><u>Parents consultative group</u></p> <p>Mrs Williamson reported on the meeting held on 25th January and attended by 30 parents.</p> <ol style="list-style-type: none"> 1. The group had welcomed the presentation on the individual advice and guidance day. They noted that it would have been more effective if it had been delivered before the event. Interim Executive Board members and the Principal recognised the validity of the request. 2. The group had welcomed that there would now be a standing agenda item at all Interim Executive Board meetings dealing with business raised by the group. 3. Questions had been raised about the recruitment of the principal, understandably a major concern. The Interim Executive Board minutes are posted on the school web site and contain reports on the process and the 	

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	apply, or are rejected, savings are accrued.	
09/191	<p data-bbox="197 230 552 264"><u>Dates of future meetings</u></p> <ol data-bbox="197 264 1382 512" style="list-style-type: none"> <li data-bbox="197 264 1246 297">1. The calendar of Interim Executive Board meetings until Easter 2010 is <ul data-bbox="344 297 1211 409" style="list-style-type: none"> <li data-bbox="344 297 847 331">○ Monday 1st February at 8.00am. <li data-bbox="344 331 847 365">○ Monday 8th February at 5.00pm. <li data-bbox="344 365 1211 409">○ Wednesdays 24th Feb, 10th Mar, and 24th Mar at 6.30 pm. <li data-bbox="197 409 1382 512">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. 	