

Minutes of the meeting of the Governing Board of Mosaic Jewish Primary School held on Thursday 26th September 2019 at 7pm

PRESENT

David Kelin (DK) (Chair)
Nerissa Bear (NB) (Headteacher)
Jo Dallal (JD)
David Gold (DG),
Nicolette Hartell (NH)

Judith Ish-Horowicz (JIH)
David Kane (DMK)
Shirley Lee (SL)
Sarah Luke (SLu)
Caroline Millar (CM)

In attendance

Steve Cleary (SC) (Clerk)
Leila Kanner (Associate Member)
Lena Rosenberg (LR) (Consultant)
Liz Watt (LW) (Assistant Headteacher)
Lisa Tidey (LT)
Leah Evans (LE)

The features of effective governance from the competency framework: -
Strategic Leadership, Accountability, People, Structures, Compliance, Evaluation.

PART 1

Item	Topic/purpose	Action/by whom
1	<p>GOVERNANCE</p> <p>The meeting began at 7pm and was deemed to be quorate.</p> <p>Sarah Luke was welcomed as the new staff governor and all present introduced themselves.</p> <p>Apologies were received (and consented to from) Diana Muallem (DM) and Vicky Williams (VW). The absence of Paul Markham-James (PMJ) was noted and LT agreed to contact.</p> <p>In accordance with the Education (School Government) Regulations, the Chair reminded Governors of the need to declare any interests for items on the agenda. There were no further declarations of interest from governors on any items on the agenda.</p> <p>Governors RESOLVED to appoint DK as Chair and VW as Vice-Chair for the 2019/20 academic year.</p> <p>Governors RESOLVED to confirm the minutes of the governing board meeting held on 10th July 2019 as a true and accurate record with no amendments</p>	

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	<p>Governors were appraised of completed and open actions which were noted.</p> <p>There were no reports of the exercise of delegated authority, correspondence to the Chair or Chair's Action since the last meeting.</p> <p>Governors were saddened to learn that DMK would be stepping down as a governor with immediate effect as a result of personal work pressures (although he would remain as a member of the Trust) and thanks were expressed for his considerable contribution to the life of the school. it was further noted that NH would be standing down as a governor from January 2020. Governors RESOLVED that DG take on the role of Chair of Resources and that further consideration be given as to how the committee is structured and balances maintained. The Headteacher added that there is a need to appoint at least two new parent governors and it was RESOLVED that this be pursued by the school.</p> <p>The Chair reported that the annual report to parents is in progress.</p> <p>The Headteacher reported that equalities data had been published online and objective and policies reviewed.</p>	
2	<p>QUALITY OF EDUCATION</p> <p>Headteacher's report</p> <p>Governors received the Headteacher's Report for the autumn term 2019 (copy on file) and noted the following comments made:</p> <ul style="list-style-type: none"> • The number of SEND children on roll needs to be realistic in terms of the level and quality of support that can be provided, particularly in the light of an increased number with SEND year on year as well as number of EHCPs. The EP provision has gone from 5 to 15 sessions to cater for an increased need. Some children are receiving an enhanced provision above funding constraints; • Key areas of support required centre on language support, therapy and occupational therapy; • The school has employed an apprentice TA for Y3 and Y4 to strengthen intervention and further staff have been redeployed into Y6; • The school is providing education for children from eight different boroughs with differing criteria for support; • SEN support plans are to be updated to half-termly. 	

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	<p>Governors expressed the view that they would like to focus on SEND during the coming year and RESOLVED that:</p> <ul style="list-style-type: none"> the Chair and Headteacher write to LB Wandsworth to establish the legal position around SEND in free schools; DM be confirmed as SEND link governor. <p>The following questions were raised:</p> <ul style="list-style-type: none"> <i>Is there an amount set aside for supply teachers?</i> The funds set aside for supply teachers is minimal and training up teaching assistants might be a cheaper alternative; <i>Why is the school taking on children with needs?</i> We cannot turn them away, although we are full on open places and are a faith school as well. In addition, there is a wider moral duty. <p>SIP</p> <p>LR circulated a copy of the SIP (on file) and reported on actions taken to date. The following was noted by governors:</p> <ul style="list-style-type: none"> Staff have had initial training and a deep dive in reading is to be undertaken; Governors need to further consider the commentary on governor involvement; The curriculum and achievement committee have examined the objectives for the curriculum and are monitoring the schedule which is to be circulated by the school; Key Stage 2 results had been received and the school is to further examine those children who are borderline; There is evidence in reception and Y1 that children are using phonics well; Meet the teacher sessions are occurring and are focused on improving the effectiveness of communication; The EYFS lead has completed the music wall and is in discussions with the site manager on the new chalkboard. Baseline assessments for reception are underway, although concerns have been raised that the terminology used is rather prescriptive; The IT lead is working on the curriculum and new software is up and running. The resource centre is child friendly and every class is to be set targets relating to online and e-safety; The Jewish life of the school is strong; Two staff have been trained in ELSA last year. <p>Governors RESOLVED to change the name of the SIP to the School Development Plan.</p>	

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3	<p>RESOURCES</p> <p>DG reported that a cash flow report needs to be published, particularly since the forecast for February 2020 appears to be tight. Further discussions are to be held with the finance team on this issue. Current pupil rolls stand at 248-250 as compared to the 257-260 expected. A number of children have left the school or did not arrive at reception at the start of the autumn term.</p> <p>Governors reflected on how staff could be acknowledged for their contribution to the school and noted a request from the Headteacher for teachers to be able to visit the Royal Academy of Art for a personalised tour, lunch and workshop related to art teaching in primary schools. Governors RESOLVED to approve the idea, prioritise teachers at the school in the 2018/19 academic year and treat the event as an INSET day.</p>	
4	<p>MARKETING</p> <p>LK reported that there is a need to convene a meeting to identify school priorities in terms of fundraising, particularly since family contributions can be difficult to track at times. There is a need to sharpen the reporting and timing of parental contributions and work is being undertaken with the finance staff to use the Amazon wish list as well as examine the approach taken to parental contribution letters. Governors noted that parental engagement varies across different classes, particularly where there has been a significant level of attrition and variations in the economic circumstances of families.</p>	
5	<p>SAFEGUARDING</p> <p>The Headteacher reported that all governor DBS checks had been completed and s128s are up to date.</p>	
6	<p>ANY OTHER BUSINESS</p> <p>Governors expressed their congratulations to JIH and her family on the occasion of the birth of new children.</p>	
7	<p>BEHAVIOUR AND PERSONAL DEVELOPMENT</p> <p>The Headteacher reported that there is a general consensus that behaviour is good. A staff forum has recently been held on the behaviour policy and the behaviour chart is working effectively, although there is a need for further discussion over the behaviour management of SEN children who might not be necessarily getting appropriate support where there is limited cover and only one TA across the whole school.</p>	

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	<p>The school subscribes to the local authority education psychology service. There is a sense of a new kind of pupil entering the school with different needs which need to be worked on with local authorities.</p> <p>Governors were appraised of the use of the Christopher Winter Project to teach relationships and sex education and noted the focus placed on relationships, a scientific approach and age-appropriate teaching. Governors further noted the sensitivities and involvement of parents and were advised the curriculum and achievement committee had discussed the approach and concluded that it reflected the ethos of the school.</p>	
9	<p>DATES OF NEXT MEETINGS and AGENDA ITEMS FOR NEXT MEETING (all meetings at 6.30pm unless otherwise stated)</p> <p>Budget meeting - tbc</p> <p>Chairs Meeting 30th January, 14th May</p> <p>Children, Families and Communities (CFC) (1.15pm – 3.15pm) 12th March, 11th June</p> <p>Curriculum and Achievement committee Data (CAC) 10th December, 17th March, 23rd June</p> <p>Full Governing Board Meeting (7pm – 9pm) 7th January (tbc), 29th April, 7th July</p> <p>HR meeting (staffing and reviews) tbc</p> <p>Marketing Meeting (9.30am)</p> <p>Resources Committee (RES) (6.30pm – 8.30pm) 6th February, 4th June</p>	

There being no other business, the meeting closed at 9.30 pm.

SUMMARY OF ACTIONS

Outstanding Action points arising from Full Governing Board meetings 2018/19

No:	Action	By	When	Status	Note
Governing Board – 9th January 2019					
1	Chair, Headteacher and Clerk to update details on Companies House,	DK, NB, SC	Feb 2019	In Progress	Issue has occurred in

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No:	Action	By	When	Status	Note
	the Charity Commission and Edubase accordingly.				relation to passworded access to the DFE. Need to update details on website as a matter of urgency
9	Arrange visit by Regional Schools Commissioner	DK	-	COMPLETE	
10	Chair to obtain further details from Israel Bonds on sponsorship.	DK	Feb 2019	In Progress	
Governing Board – 2nd May 2019					
1.	Member of staff to update the website - Head to delegate	NB	May 2019	Open	In Progress
2.	The Clerk – via the Schools Business Manager – will remove out of date information from old governors.	LE	May 2019	COMPLETE	
4.	Chair to contact Israel Bonds to visit the school	DG	May 2019	Open	
Governing Board – 10th July 2019					
4.	Check how school costs and income are built up against after school costs	DK	-	In progress	

Signed: _____ Print Name: _____
Chair of Governors

Date: _____