



**Brodetsky Jewish Primary School
Governing Body Documents**

BRODETSKY JEWISH PRIMARY SCHOOL GOVERNING BODY

Minutes of the meeting held on Monday 20 July, 2017 at 17:30

PRESENT	Jason Broch (Chair)	Susy Jagger (Executive Headteacher)
	Lisa Baker	Dan Cohen
	Henry Cohen	Alan Dunwell
	Lisa Lee	Anne Senior

IN ATTENDANCE: Carolyn Glynn
Sharonjit Bhogal, Deputy Headteacher
Manjit Hare, School Business Manager (SBM)
Lindsay Seaton
David J Israel (Clerk)

0717-01 WELCOME, APOLOGIES AND NEW DECLARATIONS OF INTEREST

- Apologies were received, and accepted, from Rabbi Kleiman and Helen Lewis.
- There were no new declarations of interest.

ACTION

0717-02 MEMBERSHIP MATTERS AND GOVERNOR DEVELOPMENT

- Lisa Lee confirmed she has completed her Induction Training. In addition, Lisa Baker has been mentoring her on governing body issues.
- Jason Broch, Councillor Cohen and Henry Cohen completed safer recruitment training prior to the process of selecting the new executive headteacher.
- Governors noted with sadness that as Anne Senior was leaving the school this would also be her last meeting as staff governor. The entire governing body thanked her for the hard work, commitment and insight she had brought specifically to governors, as well as to her work across the school. She will be missed.
- Discussion was held around whether the staff governor must be a member of the teaching staff or can be any staff member. The clerk to get a definitive answer.

Clerk

0717-03 MINUTES OF LAST MEETING

Resolved: That the minutes of the previous meeting be accepted as a correct record and the Chair be authorised to sign the minutes accordingly.

MATTERS ARISING

- 1610-09** Governing body effectiveness document to be presented in September.
- 1612-03** Chair has sent summary of T&L committee work for last two years.
- 0217-04** The executive headteacher is meeting with school improvement adviser Ann Fell to review the SIP and SEF, both of which will then go to committee next term.
- 0217-09** LCC is booked to perform a Safeguarding audit for the whole campus in autumn term.
- 0217-12** The five-year projection from 2018/19, based on a PAN of 30, through

DC

SJ

LJFS



**Brodetsky Jewish Primary School
Governing Body Documents**

HCSS will be brought to the September meeting.

0317-05 Toilet locks have been fixed and gaps above and below cubicles resolved.

SBM

0717-04 GOVERNOR MONITORING OF SCHOOL DEVELOPMENT PLAN (SDP) PRIORITIES

- The Chair reminded governors that, two years ago, the school self- identified weaknesses which, under other circumstances, would have created a Joint Review Group (JRG) to address them. As such, the school created its own JRG with the aim that, as soon as the issues had been sufficiently addressed, responsibilities would be handed back to the relevant committees.
- One of the areas identified was the governance of the school, which led to the recent reconstitution of the governing body. In addition, the Teaching and Learning (T&L) committee worked very closely with the JRG, supported by the local authority and marked progress has been made. In discussion with the SIA it was agreed that both governance and T&L had been successfully reformed allowing the T&L committee to once again resume responsibility.
- The chair was clear that this change reflected on the competence, commitment and drive of the staff team.

0717-05 QUESTIONS ON EXECUTIVE HEADTEACHER'S UPDATE

- It was noted that Natalie Pearce was also leaving the school.
- The executive headteacher brought a summary of data for the school for this academic year. The results came in at expected levels and, on the whole, are welcome. Reading results are disappointing and this will be a key focus of the SDP next year. She noted too they were more rigorous and reliable than the results compared to last year.
- Governors noted there was no breakdown for students attracting Pupil Premium (PP)? These results had been reported to, and analysed in, the T&L committee, and contained in their notes.
- Governors asked, following the School Council meeting, if there had been any bullying incidents? There have been no key incidents to report, and pupils, parents, staff and governors are all encouraged to report any such incidents.
- Governors asked if the school had checked its building cladding? The local authority are doing so as part of their city-wide review.
- The chair noted that eighteen parents had stepped forward to help with the security rota, and that the Community Security Trust (CST) will be helping with training these volunteers. This number, though, did not fairly share the work around the parents, nor the concern expressed by parents for increased security



Brodetsky Jewish Primary School Governing Body Documents

at the school. The chair will highlight this particular role and its importance for volunteers to step forward in his summary of the year.

0717-06 KEY UPDATES FROM COMMITTEES

Teaching & Learning

Jason Broch reported that the committee discussed getting 'Preparing for OFSTED' training to be shared with the Leeds Jewish Free School (LJFS) at its meeting on 13 July. They also noted the experience gap left by Michelle Cundle's retirement from governors. As such, Angela Sherman, who is an experienced teacher, has been co-opted onto the committee.

Pupil Support

The notes from the 8 June meeting had been received and read by governors. The chair thanked Lisa Baker and Helen Lewis both for their work in creating this committee and for creating a robust policy planner and review timetable. The committee was needed in the school and they had worked tirelessly to bring it into being.

Limmudei Kodesh (LK)

Dan Cohen reported back on the meeting held 22 June. This included the new format for being able to better track progress through *LK*. This will mean next year's focus can be on creating an effective baseline and using Target Tracker to show progress. It was noted too that Mrs Engle was leaving the school and her role was being taken on by Mr Y. Finally particular note was made of the year 5 Etgar visit to London which Dan Cohen was able to attend. He felt it was one of the best days of Jewish education he'd ever seen. Over a thousand year 5 pupils from Jewish schools across the country attended. Lindsay Seaton also reported on how proud she was of the behaviour and decorum of the pupils, which outshone that of many other schools. Governors agreed that this group of pupils should encourage the oncoming year 5 pupils to attend the event next year.

Finance

Henry Cohen reported on the meeting held on 26 June, noting that in order to maintain the quality of teaching and unforeseen staffing costs, the deficit may not be totally eliminated this year. He was also pleased to report that in spite of the challenging financial situation the necessary staff team is in place. There was also praise for the summer fair which raised £1,850, plus sponsorship money too. The PTA was thanked for all its efforts on this.

0717-07 EXCEPTIONAL REPORTS FROM GOVERNORS WITH MONITORING DUTIES

- Helen Lewis would soon be submitting a report on the nursery.
- Governors agreed that, next year, each governor will be asked to specifically to timetable in appropriate time to visit the school and report back on their work to governors.



**Brodetsky Jewish Primary School
Governing Body Documents**

- Following the recent successful recruitment of the executive headteacher, it was recognised there are specific development needs for her and the wider staff team. This led to the chair and vice-chair, along with the SIA, spending the morning of 5 July in the school with the executive headteacher observing lessons and reviewing books & marking, which has led to specific advice and suggestions on the best courses of continuing professional development (CPD) for staff.

0717-08 EVALUATION OF GOVERNING BODY EFFECTIVENESS

This item was covered under matters arising.

0717-09 CHAIR’S BUSINESS

There was no additional business to report from the chair.

0717-10 CLERK’S BUSINESS

The clerk put forward suggested dates for meetings of the governing body for next year, which the headteacher would review and send out finalised dates.

0717-11 ANY OTHER URGENT BUSINESS

The vice-Chair noted the possibility of applying to both the Lauder and Wohl Foundations for grants to the school, probably focussed around development work in LK. If the potential gains are worth the substantial work of the application then it will happen. It is worth noting that when the foundation visited the school they were, quote: “...blown away...” by the school’s leadership, and the clarity of what is being taught.

0717-12 DATES OF NEXT MEETINGS

To be advised

The chair closed the meeting at 18:31

SJ

Minute...	Action agreed	By
1610-09	Create a governing body effectiveness document for consideration	DC
1612-03	Summary of the work of T&L committee for last two academic years	JB
0217-04	SIP and SEF to go to governors following work with SIA	SJ
0217-12	Create a five-year projection from 2018/19, based on a PAN of 30, through HCSS	LJFS SBM
0717-02	Does the staff governor have to be a member of the teaching staff	Clerk
0717-10	Set governing body meeting dates for 2017 - 2018	SJ