

## DKH Resources Committee meeting minutes 16<sup>th</sup> May 2014

Present: Galiema Cloete, Wayne Cooper, Marion Cranmer, Robert Ashdown, Jonathan Morris, Jenny Turner, Martin Finn, Alison Reupke, Yvonne Golds, Zahid Malik

### 1. Premises

Yvonne and Wayne have identified several ways in which to develop teaching and learning through premises improvements. The biggest win is probably the development of the library as it is currently underused. **Wayne and Yvonne are making a summary of works required, and from this, the summer holiday projects need to be defined.**

Teachers are working on improving the learning environment and their recommendations have been asked for. The School Council have also made some requests for premises improvements, and these will be fulfilled as far as possible:

Better library system

Better classroom furniture

One of the goals to have a net

Monkey bars and a climbing wall

Immediate works in school will be:

- The staff toilet is to be redecorated at the weekend (17/18 May).
- Quotes for the sanding and finishing of the GF hall floor are being sought. Latex and vinyl will be used if the recovery of the original surface is not viable. This work will be carried out as soon as possible.
- The GF boys toilets will be redecorated during the summer half term.
- PE coordinator is managing the tidying up and clear out of the halls.

## 2. Other School Council requests

To reduce the level of lateness, playground whistle to be blown at 8:55 and gates will be closed. Late arrivers to sign in at reception. Could cause problems initially, but it is anticipated that pupils and parents would soon get used to the new procedure.

The school council has requested a pet per class in the school. Caring for this many animals in the school would be difficult, but one pet for the school could be a manageable alternative.

Year 6 children are now the School Council 'Executive', and are to visit Rotherhithe Primary for further ideas next week.

## 3. Budget

IT infrastructure has been identified as a risk to the smooth running of the school by Galiema, and needs an urgent upgrade. This will be costly, so Galiema will scope the work and get an idea of the size of expenditure needed. The IT consultant from Bacon's is coming in w/c 19<sup>th</sup> May to do an initial IT audit.

Robert, Wayne and Galiema anticipate that staff costs will be approximately £130K less than shown in Robert's latest budget (post main GB amendments). This is due to experienced teachers on the upper levels of the pay scale leaving the school. Galiema and Wayne are working on staffing for the next school year, and are confident that there will be the full

complement of staff in place. There will be one temp contract/supply teacher to cover the bulge class. They will have a better idea of staff costs for the next school year within a couple of weeks. No changes to school staff structure are currently being proposed. Wayne said that staff moral was good in spite of some staff anxiety about the future.

Robert highlighted that an increase in teachers' pension contributions will cost the school £30K more than shown in his last version of the budget. This has been taken into account when estimating the £130K reduction in costs.

The Resources Committee agreed that IT works were the main priority, and that if there is a £130K saving, a portion of this should be used to fund the necessary improvements. The balance should be used for learning environment improvements.

The Resources Committee agreed that if necessary, we would not plan for a budget carry over into 2015/16.

**Once we have a better view of costs in a couple of weeks time, the reworked budget will need to be circulated to the full GB.**

Landscaping budget – Galiema asked who the budget holder for the landscaping work was. The committee wasn't sure, but agreed that it should be Andy Valerius and suggested that Galiema had a chat with Peter Bibby and Andy to clarify this.

Galiema would like to hire a landscaper, but Robert pointed out that payments were already being made to someone. **Galiema to investigate.**

#### 4. After school and breakfast clubs

Jonathan talked about the ASC club survey. **All agreed that some form of ASC brochure would be helpful, and this will be tasked to the prospective ASC manager.**

All agreed that a homework club as part of the ASC would be good. A teaching assistant would be needed for this to ensure that guidance given is in line with the curriculum.

Galiema will be meeting the school catering company and will task them with improving a cooked breakfast to be charged to parents at 75p (to be checked against current charge).

#### 5. Policies

Martin Finn has asked Dame Sylvia to coordinate the update of school policies.

**Jenny Turner to send Jonathan and Dame Sylvia the latest version of the policies spreadsheet.**

#### 6. Misc

Data - GC to get her Rotherhithe deputy, Jonathan, to meet with Eileen and Ross to discuss reporting and presentation of data.

Security - GC would like to introduce photo cards for all school staff. **GC has requested that all governors advise a school staff member, as a courtesy, prior to visits to the school.**

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MC and WC left the meeting to attend another meeting. Jonathan left the meeting.

GC was asked to leave the meeting so that the remaining committee members could discuss the terms of the soft federation with regards to the Executive Head Teacher's salary, after which, Robert Ashdown left the meeting.

Other points discussed:

**JT and AR to finalise GB objectives for the soft federation.**

**HT review group to meet with Madeleine Danaher. Sue Farrington is chair.**

Next Resources Committee meeting dates:

Autumn term - 13th Oct 2014, 18:30

Spring term - 23rd Feb 2015, 18:30

Summer term - 11th May 2015, 18:30