

Resources meeting minutes 26th February 2014

Present: Wayne Cooper, Marion Cranmer, Robert Ashdown, Jenny Turner, Martin Finn, Alison Reupke, Yvonne Golds.

1. Outstanding actions from the last meeting:

Action: Marion to follow up on 'statemented' pupil in yr 6 to confirm whether more support is required?

Martin / Wayne confirmed daily fees for Dame Sylvia and Cassie Buchanan and that the school is currently using 2 consultant days per week.

2. Update from Wayne on progress and HR requirements:

Yr 1 making good progress and good teachers last half term.

Yr 2 reading writing and maths progress good.

Additional yr 3 teacher needed. Yr 3 needs 3 teachers because of the children needing extra support. 1 part time and 2 F/T. 1 FT yr 3 teacher is off sick currently.

Yr 4 good progress

Yr 5 resource is solid with Ms Johnson and Mr Keresy in place for the remainder of the school year. Yr 5 progress is good.

Ad for FT teachers has gone out. Internal applications welcome. Yr 5 progress is good.

Lots of lesson observations are being carried out in yr 6. Mr Gibson is supporting with maths to get 3A children to level 4, and Shayinka is focussing on reading and writing for borderline pupils.

Action: Wayne to circulate School Improvement Activity timetable.

Wayne was focused on HR last half term. His focus this half term will be learning.

Marion mentioned that the catch up programmes are working.

Cassie Buchanan and Dame Sylvia will remain in place till the end of the school year.

3. Budget status

As usual, Robert had submitted his report to the Committee.

Robert's 1st estimate for next year's budget with the current HR structure and a new head with 2 non teaching deputies would give a 45k surplus for the year.

This year's carry forward is currently estimated at 80K.

Note: The cost of school meals for this year is forecast at £128,900 vs funding for school meals of £115,000. So the school is funding £13K of the cost of meals from other revenue.

4. HT recruitment costs

Details of TES Prime fees have been passed to Robert and included in this year's accounts.

Payment for 1 day of Isobel's time may be charged by her school (HT interviews).

The Committee agreed to pay if required.

Martin Finn's company to use their psychometric testing account for the sake of simplicity. Cost to be passed on to the school.

5. Policies and statutory requirements:

The list of statutory policies was reviewed by the Committee, and responsibilities assigned to members of the Committee. **Action:** MF to discuss those assigned to CFC Committee with Zahid Malik.

Action: SFVS to be submitted to Southwark by the end of March. Alison and Martin to organise.

Action: Disaster recovery plan: ask Peter the IT consultant for an IT recovery plan. Wayne to ask Cassie about disaster recovery.

Action: Whistle blowing - Alison to dig out Southwark model policy and circulate.

Pupil premium: detailed plan for the current year is on the website.

Action: Make the plan for the next financial year (Wayne).

Asset register and insurance. **Action:** Alison to check with Ruth Klingels.

Register of business interests. **Action:** Alison to email Nicole to find out whether she holds this.

Staff review policy - Resources Committee to recommend full GB adoption. **Action:**

Take to next main GB meeting.

HT review - form new team at GB meeting. The proposal is that Dame Sylvia as consultant.

6. Next Resources Committee meeting dates

31st March 2014 - to discuss premises

21st May 2014 – Summer term meeting

Confidential items from this meeting have been minuted separately.

Please don't hesitate to contact the Resources Committee Chair at:
alison.reupke@gmail.com if you have queries with regards to any of the above.