



**Minutes of the Dysart Local Governing Body Meeting  
on Wednesday 16<sup>th</sup> June at 5pm  
(Remote Meeting)**

**Governors present:**

Jackie Van West (Vice Chair) [JVW]

Leigh Edser (Principal) [LE]

Rosemary Jubraj (Parent) [RJ]

Carly Murphy [CM]

**Also present:**

Sharyn Purewal (OHCAT Management Accountant) [SP]

Emmett Murphy (Deputy Principal) [EM]

Kelly Collett (Clerk)

**GQ:** Governor Question

**GC:** Governor Comment

Ref	Title	Action
1.	<p><b>Apologies for absence</b></p> <p>Apologies were received and accepted from Tony Williams and Thoweetha Shaah. Thoweetha Shaah advised she will be joining the meeting later. Jackie Van West chaired the meeting.</p>	
2.	<p><b>Welcome and Introductions</b></p> <p>All present welcomed.</p>	
3.	<p><b>Declarations of Interest</b></p> <p>There were no declarations of interest declared regarding agenda items.</p>	
4.	<p><b>Constitution and Appointments</b></p> <p>Governors noted that there have been two applications for the parent governor vacancy. The election process will be completed by the end of this summer term.</p>	
5.	<p><b>Minutes of Last Meeting</b></p> <p>The minutes held on 10 March 2021 were agreed and will be signed by the chair at a later date.</p>	
6.	<p><b>Matters Not Covered Elsewhere on the Agenda</b></p>	
	<p>i      Governors confirmed receipt of the recovery curriculum letter.</p>	
	<p>ii     Governors confirmed they have undertaken safeguarding training.</p>	

	iii Covid Catch up Summer School Programme Spending Strategy was included in the meeting pack.	
7.	<p><b>Finance</b></p> <p><u>Management Accounts</u></p> <p>SP advised governors of the following:</p> <ul style="list-style-type: none"> <li>• Year to date there is a surplus of £105k with 135 students.</li> <li>• If the school spends all the budgets that are currently outstanding, they will finish the year with a surplus of £26k. This will increase their general reserves by £81k which equates to 65 days.</li> <li>• All funding has been received and reconciled.</li> <li>• Salary costs have been well maintained at 76% throughout the year.</li> <li>• The teachers pension contributions have been fully funded by the Local Authority this year, but there was money set aside in case that money was not forthcoming from the LA.</li> </ul> <p><u>Budget 2021-22</u></p> <p>SP advised that the budget papers were not completed in time for the meeting and delivered a verbal summary of the budget. Points noted were:</p> <ul style="list-style-type: none"> <li>• Budget has been set at 146 students, which takes into account those in the new satellite provision.</li> <li>• Salary costs will increase to 78%. This will include the 100% cover of the teachers pension contribution.</li> <li>• Curriculum costs are set at 3%. This will include increase in therapy costs for students, with all needs being met.</li> <li>• The budget has been set showing a balanced budget of £4309,00 which is a strong budget.</li> <li>• The school have been very careful in all their planning.</li> <li>• The core service charge remains at 7% for next year.</li> </ul> <p>SP will send budget papers with a commentary to clerk to be distributed.</p> <p><u>Governor Questions:</u></p> <p><b>GQ:</b> What do you see as the financial risks for next year?</p> <p>SP: When preparing the budget, we have been quite generous. The biggest concern was there was no salary increase for cost of living this year, so we have budgeted for 1% increase for next year. We do have some extra pockets of money to allow for staffing posts to ensure the school has the ability to cover any areas of need. The curriculum budget has had some extra spending added for next year, which may or not be needed. I am confident that the budget we have prepared will continue to break even.</p> <p>LE: The only concern I have is the pupil numbers, which may be impacted by more families taking the opportunity to move further away, now that 'working from home' is a viable possibility. It is not a huge concern, but it is something we are aware of and keeping an eye on.</p>	<b>CLERK</b>

8.	<p><b>Principal's Report</b></p> <p>Governors received the Principal's report ahead of the meeting. Points noted:</p> <ul style="list-style-type: none"> <li>• Its has been another eventful term due to Covid.</li> <li>• Kingston Schools were asked to take part in mass testing. There was a good take up with staff, with a slightly less take up with students.</li> <li>• There have been no positive results from the tests.</li> <li>• Staff continue with LFD testing.</li> <li>• The school have continued the use of face masks in the communal areas due to the threat of the Indian variant of Covid-19.</li> <li>• The pan is currently 121 with 135 students on roll.</li> <li>• A new teacher joined the school after the Easter holidays.</li> <li>• Some previous supply staff have moved over to permanent positions with the school.</li> <li>• There has been a spike in staff sickness, it is felt that this is due to the impact of the pandemic.</li> <li>• Teaching remains positive across the school. Students are receiving a high-quality education.</li> <li>• No formalised observations will take place yet. At present the SLT are completing light touch teacher observations.</li> <li>• Reading is a focus area for the school going forwards.</li> <li>• RSE training is planned for the staff for the next twilight training session.</li> <li>• The Easter camp was well received by students, staff, and parents.</li> <li>• The school will be running an extra school week at the start of the summer holidays. Not all children can be accommodated due to staffing, places have been allocated according to need.</li> <li>• Water features are being placed in the Oasis Garden.</li> <li>• A deep clean has been completed in the soft play/OT studio.</li> <li>• EM and LE meet with JVW on a regular basis to discuss any safeguarding cases they may have to get any further advice if required.</li> <li>• There are no current complaints.</li> </ul> <p><u>Governor Questions:</u></p> <p><b>GQ:</b> Are the school able to offer anything remotely for the students that are unable to attend the extra week in the summer?</p> <p>LE: We need to give this some further thought; however, we do feel it will be harder to engage our children remotely. I do believe that every child who has requested a place is getting some time during that week, but we cannot offer every child, every day.</p> <p><i>Heini Furrer joined the meeting at 6.05pm</i></p>	
9.	<p><b>Dashboard</b></p> <p>Governors received the dashboard ahead of the meeting.</p>	
10.	<p><b>Equality and Diversity Report</b></p> <p>Deferred to next meeting.</p>	<b>CLERK</b>



<b>13.</b>	<b>Governor Training and Development</b> Governors noted that the annual Governors Conference will take place on Friday 8 October 2021 at Epsom Downs Racecourse.	
<b>14.</b>	<b>EARLY CAREER FRAMEWORK</b> Governors noted that from 1 September 2021, a new induction programme for teachers will replace current NQT induction arrangements. Governors were advised by LE how these changes affect some members of staff.	
<b>15.</b>	<b>OHC&amp;AT Policies and Procedures</b> Governors noted the policies and procedures approved by the OHC&AT board on 26 March 2021 and are available for their viewing on GovernorHub.	
<b>16.</b>	<b>Any Other Business</b> Governors were advised of the dates for Dysart's INSET days for academic year 2021-2022. <i>Thoweetha Shah joined the meeting at 6.05pm</i>	
<b>17.</b>	<b>Dates of Future Meetings</b> Governors approved the meeting dates for the next academic year: <ul style="list-style-type: none"> <li>• 17 November 2021</li> <li>• 9th March 2022</li> <li>• 22 June 2022</li> </ul> The pay committee date will be arranged via email for w/c 18 <sup>th</sup> October 2021.	<b>CLERK</b>
<b>18.</b>	<b>Confidential Items</b> Ethos, Vision and Strategy Portfolio report was noted as confidential.	

The meeting ended at 6.15pm.

Minutes signed by Chair: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Agenda item</b>	<b>Action</b>	<b>Action By</b>
<b>7.</b>	Budget and commentary to be shared with governors.	<b>SP/CLERK</b>
<b>10.</b>	Equality and Diversity report to be shared at next meeting.	<b>LE/CLERK</b>
<b>11.</b>	RSE Curriculum and Policy to be re-shared on GovernorHub.	<b>CLERK</b>
<b>11.</b>	LE welcomed governor feedback on pupil voice and complaints document.	<b>ALL</b>
<b>11.</b>	CM to share Andrew Hall slides with Clerk if available. Clerk to share with all on GovernorHub.	<b>CM/CLERK</b>
<b>17.</b>	Clerk to arrange pay committee meeting date.	<b>CLERK</b>