

MEETING OF THE CURRICULUM COMMITTEE

Monday 6 October 2008, 19.30hrs



Present: Stephen Clarke, Hilary Hladky, Paul Jobson (minute-taker), Ian Lewin, Justin Lewis (Chair), Carlos Montes, Sue Romero, Ruth Sapsed.

1. Apologies for absence

- 1.1. Apologies were received and accepted from Ysanne Austin and Ian Nimmo-Smith.

2. Election of Chair and Vice Chair of Committee

- 2.1. Justin Lewis stated that his current 3 year term of office as a governor will come to an end later this term, so he was reluctant to stand again as Chair of this Committee at this time and asked for volunteers. Carlos Montes stated that he would be prepared to take on the role, but felt that as a new Governor he was possibly not ready to do so yet and would need a lot of support. Stephen Clarke stated that he would be interested in the future, but was too busy to take on the role now. As there were no other volunteers, Justin agreed to continue in the role until the next meeting, which will be after his term of office ends and the results of the Parent Governor election (that needs to be arranged this term) will be known. Carlos Montes agreed to provide support to Justin, as Vice Chair. All governors agreed to this interim plan. This item will need to be discussed again at the next meeting of the Curriculum Committee.

Action: J Lewis, Clerk

3. Minutes of previous meeting (23rd June 2008)

- 3.1. Governors noted that the second sentence in section 5.4 was not an accurate description, and should be removed.

4. Matters Arising (*not covered elsewhere in the agenda*)

- 4.1. Item 4.1: Mrs Romero confirmed that Karen Watson would be prepared to attend a meeting with Governors to talk about teaching modern foreign languages. However, Karen has other commitments on Monday evenings, so Mrs. Romero will contact her to find out when she might be able to attend, and propose an alternative date for the next Curriculum Committee meeting, possibly Tuesday 2 December.

Action: Headteacher

- 4.2. Items 4.3 & 9.1: Clerk & Chair to remind all Governors who did visits last term to send their reports to the Chair. Mrs Romero stated that it is important that governor visits should be written up, so that the results can be reviewed and discussed and so that the school has monitoring evidence that can be shown to the SIP and to OFSTED.

Action: J Lewis, Clerk

- 4.3. Item 7.3: Justin Lewis will send the report on the questionnaire written by Ysanne Austin to Mrs Romero and Ian Lewin. The final version will be distributed to all Governors, and Ian Lewin will arrange for parent communication. Mrs Romero will review the report and add appropriate actions to this year's School Development Plan.

Action: J Lewis, I Lewin, Headteacher

- 4.4. Item 8.1: All the policies were adopted.

5. Review and re-approve Terms of Reference

The Terms of Reference for this Committee were approved.

6. Review of School Development Plan

- 6.1. Mrs Romero outlined the two main objectives for this year's school development :-

- To develop personalised learning.
 - Implementation of the Primary Frameworks for Literacy and Maths (continuation of the objective from last year).
- 6.2. Governors discussed Assessment for Learning (AfL) and Assessing Pupil Progress (APP) initiatives and how detailed individual assessments will be used to provide benchmarks.
- 6.3. The following objectives for Governors were discussed, and it was agreed that they would be added to the School Development Plan (lilac pages):-
- Recruitment of replacement Headteacher and Deputy Head, and arrange appropriate induction and transition activities to provide continuity.
 - Measurement of Governor performance.
 - Develop Open Governance

7. **Governor Visits**

- 7.1. Governors agreed to schedule one governor visit in the Spring term and one in the Summer term. These will focus of the two main priorities in the SDP: Maths (Spring term) and Personalised Learning (Summer term).

8. **Community Issues**

- 8.1. Justin noted that this committee is responsible for community issues as well as curriculum matters. He asked governors to suggest community topics that we should consider at future meetings.

Action: All Governors

- 8.2. Ian Lewin asked about the recent meeting arranged by the Local Authority for all Head teachers and Chairs of Governors of Cambridge Primary Schools to discuss the shortage of places in Primary schools throughout the city in the next few years. This has the potential to be a serious concern for the MRPS community again. Mrs Romero said that the Local Authority acknowledged that this is a city-wide problem and it is a high priority for them to find solutions.

Stephen Clarke left the meeting.

9. **Any Other Business**

- 9.1. Mrs Romero stated that she had been encouraged to submit an application for the Arts Mark gold award and asked Ruth Sapsed if she would be prepared to be the named governor supporting the application. Ruth agreed.
- 9.2. The Arts Policy will need to be approved by Governors. Hilary will send a copy of the policy to Justin so that it can be distributed to all Governors for approval.

Action: H Hladky, J Lewis

10. **Date of Next Meeting**

- 10.1. Monday 1 December 2008 – though the date may be moved so that a presentation on Modern Foreign Languages could be given by Karen Watson.

There being no further business, the meeting closed at 21:10 hours.