

Leadership & Teachers' Pay Committee Minutes 24.11.21

ST MARTIN'S CE PRIMARY & NURSERY SCHOOL

GOVERNING BOARD MINUTES

<u>LEADERSHIP & TEACHERS PAY COMMITTEE - VIRTUAL</u>		DATE:	24th November 2021
CHAired BY: Jason Knight (JK)		CLERKED BY: Jacqueline Brooks (JB)	
GOVERNORS PRESENT:		Also Present:	
John Clements (JC) Sam Jamieson (SJ) Jason Knight (JK) Liz Kane (LK)		Steph Harvey (SH)	
APOLOGIES:			
Absent without apology:			

Governor questions are highlighted in grey.

Agenda Items	
1.	<u>Opening Prayer</u> 1. Taken by JK.
2	<u>Apologies</u> 1. None.
3	<u>Declarations of Interest & Correspondence</u> 1. None
4.	<u>Minutes and update on actions from last meeting (23.6.21)</u> 1. Agreed as accurate – to be signed by the Committee Chair when next in school. 2. Update on actions: <ul style="list-style-type: none"> • Action 1 – in process. Cycle of Work has been updated but SH and JB are in process of confirming a change in wording to reflect the move away from using pre-planned formal lesson observations as the key focus in performance management. • Action 2 – Action: JK and SH to meet to discuss how the new approaches to performance management can be best monitored by this Committee. <p>SH queried if this meeting could be scheduled earlier in the term to provide the Business Manager with more time for implementing pay decisions. JB advised it can be dependent on when the model pay policy is published by DCC and this then needing adoption at a Full</p>

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	<p>Governing Board meeting. It was discussed that an additional one-agenda item virtual meeting could be organized if waiting for a scheduled Full GB meeting to approve the Pay Policy is pushing the L&T Pay Committee meeting later than is helpful.</p> <p>Action: JB to bring forward the L&T Pay Committee meeting in 2022 by 1-2 weeks in the GB meetings schedule.</p>
5.	<p>Feedback from Headteacher on staff appraisals - ensure support plans are in place for teachers who are not on track to meet targets.</p> <p>1. SH explained a new approach to performance management now in place. The aim is for staff to drive their own CPD, using a coaching model which gives them greater ownership. Talking to the children builds a better picture of how well they are retaining information and their learning, and this is a key aspect assessed by OfSTED. Every teacher has undertaken pupil conferencing. Learning Walks have been completed to assess performance of teachers. In terms of CPD, teachers will be asked to rate their confidence in applying learning. Bespoke support and training can then be delivered as needed. The school is working to build an evidence-based profile re performance of teachers, rather than an appraisal being based on one prepared teaching observation. Action: JK to meet with SH to discuss how the Pay Committee can best monitor this new approach to monitoring performance.</p> <p>2. SH talked through Committee through the feedback for all teachers and leadership staff and provided recommendations for pay.</p> <p>The Committee agreed to enter Part 2 to hear and discuss the feedback.</p> <p>The Committee then agreed to return to Part 1.</p>
6.	<p><u>Review teaching staff salaries</u></p> <p>1. The Committee agreed to enter Part 2 to review salaries.</p> <p>The Committee agreed to return to Part 1.</p>
7.	<p><u>Discuss briefing paper from Headteacher Appraisal Committee on outcomes of Headteacher Appraisal</u></p> <p>1. A briefing paper from the HT Appraisal Panel outlining their findings from SH's appraisal. The appraisal process was supported by an external advisor – Helen Eversett from Babcock.</p> <p>The Committee agreed to enter Part 2 to discuss the contents of the briefing paper and outcomes of the appraisal.</p> <p>The Committee agreed to return to Part 1.</p>
8.	<p><u>Review Headteacher salary – receive recommendations from Headteacher Appraisal Committee</u></p> <p>1. The Committee agreed to enter Part 2 to review SH's salary. SH left the meeting.</p> <p>The Committee agreed to return to Part 1. SH rejoined the meeting.</p> <p>The Committee advised SH of their decision and thanked SH for everything she has done during the last year.</p>

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ACTIONS FROM THIS MEETING		
Action	Person responsible	Date to be completed by
1. Meet to discuss how the new approaches to performance management can be best monitored by this Committee.	JK and SH	February 2022.
2. Bring forward the L&T Pay Committee meeting in 2022 by 1-2 weeks in the GB meetings schedule.	JB	June 2022

SUMMARY OF DECISIONS (To be noted by the Governing Board)

- None in Part 1.

SUMMARY OF RECOMMENDATIONS (To be considered by the Governing Board)

- None in Part 1

Next meeting: Wednesday, 23rd March 2022, 6.00-7.00pm - virtual

Signed by the Chair:

Name:

Date: