

Pay Committee 23.11.16 1600

John Kesterton, Patrick Looker, Paul Black, Helen Dowds.

Minutes of 2015 were reviewed and agreed.

HDW outlined the tracking process and documentation used in Performance Management since her arrival. Governors welcomed the clarity of her record and in particular that the spreadsheet will develop with additions next year.

It was noted that some new elements of judging progress against targets (Strong partially met and Weak partially met) may be outside agreed policy and to handle judiciously.

A sample pack of documentation and guidance, as staff had used was shared. All PM reviews were moderated at SLT and between MH and HD before collating a summary spreadsheet.

Pack Reviews

The first pack was an SLT recommended progression. The improved robust nature of targets for 2016-17 were noted with appreciation. Governors approved the recommendation.

The second pack was a subject leader recommended progression. The difference in focus of a subject area compared with the wider SLT focus was noted. Performance in the subject had been good and the pay recommendation was approved.

The third pack was a Threshold Application. This member of staff had Acted as Head of Department during a prolonged absence and consequently targets should have been revised mid year but were not. Governors noted this. The candidate met individual objectives and has made a substantial and sustained contribution to the life of the school. Progression was agreed.

Governors and Headteacher commented on the desire for more detailed and challenging thresholds for 'UPR' progressions and heard that Hope Trust policies offer that but they would need to be adopted post transfer

No other pay progression recommendations were received.

A further pack for an individual eligible for Threshold application was checked at as it identified some significant problems with the individual's class objectives and the line manager had set out that objectives had not been met and the individual did not apply for threshold as consequence. Staff had been advised in PM training that meeting classroom objectives was a precursor to Threshold success. This seemed to Governors to reflect an example of robust process.

Governors were aware that staff had been informed of their right to appeal and no appeals had been received.

Meeting closed 1655