

Board of Governors meeting

24 March 2013

14.30- 17.30

APPROVED MINUTES 05



ATTENDEES

Chair: William Braid (WB);

Stephen Cox (SC); Nick Deacon (ND); David Donaldson (DD); Tiph Fedor (TF);
Stephen Holland (SH); Carol Kirk(CK); Lyn Rushbrooke (LR); Harry Rouse
(HR); Sylvie Sklan (SS); Denise Stevens (DS); Jill Tate (JT); Mike Whitfield (MW)

Apologies: Peter Johnson (PJ); Justine Lee (JL); Stuart Askew (SA)

Clerk: Niki Nakamura (NN)

AGENDA

1. Minutes last BGM – were approved with amendments

2. Actions from previous meeting

	Action	By whom	By when
1.	T&L to provide info on proportion of SEN pupils per class on a termly basis.	T&L	Each meeting
2.	Working Group to be set up with ALT for setting Priority Objectives	ALT/Govs	Complete
3.	Include report on pupils' achievement in Principal's report	SC	Each meeting
4.	SH to obtain clarification on whether BTEC gained last year by Class 9 pupils can be included in 5 GCSEs.	SH	Complete
5.	Check on filling places for Year R next year	DS	Complete
6.	Discuss Lyn Todman report & ALT response (cf. Item 8)	ALL	Next meeting
7.	WB & the Principal to join the exploratory steering group on Multi-Academy Trusts.		Complete
8.	MATs to be discussed in College	SC	Complete
9.	Discuss raise in staff salaries & minibus situation	ALL	Next meeting

3. Correspondence – request from St Paul's for a trustee to sit on their management committee
4. Legal -
 - a) Declaration of Interest – no changes were reported
5. Principal's Report
 - a) Request to establish single Lead post to manage SEN = **AGREED** unanimously
 - b) Request for TLC post to be re-designated as Vice-Principal – **AGREED** (1 abstention)
 - c) Request to agree to flexi-schooling policy – **AGREED** unanimously

- d) SC & WB met with 2 parents from Class IV
- e) Music Post may be available from Summer Term

3.35 Tiph Fedor, David Donaldson, Harry Rouse joined the meeting

- f) SEN figures - **ACTION:** comparison *without* eurythmy therapy)
- g) Staff Absence – **ACTION:** report in context

6. Strategic Intentions

- a) Discussion on the inclusion of the words “anthroposophical basis” in item 2 of the strategic intentions
- b) Group asked to revisit item 8 of the strategic intentions

4.05 Denise Stevens joined the meeting

7. Committee Reports

a) Admissions

Request to approve Admissions Arrangements for 2015/16 re:

- a) Priority for children of staff
- b) Priority for children already on roll

AGREED unanimously

Request for Admissions arrangements to be clearly visible on website > Communications Committee

b) Communications

Request to approve revised TOR – **AGREED** unanimously

Request to approve Communications Policy – **AGREED** unanimously

ACTION: Include: all press enquiries should be directed through the Principal

c) Finance Committee

- a) Currently in negotiation with SWSF over appropriate level of annual contribution to SWSF – **ACTION** bring back to next BOG.
- b) Request to approve one-off spending bids of additional £15,101 – unanimously **AGREED**
- c) Collection of materials fees & donations are causing a problem
- d) Staff salaries – to be part of visioning day
- e) Minibuses – to be run on sustainable level
- f) Changes in staffing of Finance Dept. leave us vulnerable

d) Personnel Committee – **ACTION:** Committee to look at how to recruit more new members to the group

e) Premises Committee

- a) **ACTION:** bring proposal on Parent & Child

f) Teaching & Learning Committee

8. Report from the Chair- MAT meeting with other academies held on Friday 21st March: Working jointly on the issue of training & recruitment
9. General discussion & direction for Chair & Principal on future discussion re working with other funded Steiner schools – **ACTION:** report back by June
10. Report from Lyn Todman re Internal Audit review of Governance Arrangements. ALT response was APPROVED.

Training for governors

11. AGM format and procedure for the evening.
12. AOB

AC attended Governors Meeting in Hereford
Training for governors – **ACTION:** Clerk to inform governors of any upcoming training opportunities
SEN Governor required = **ACTION:** T&L to consider
WB urged more governors to visit lessons.

13. Date of next meeting:

Visioning Meeting in May 16th 1.30 – 4.30 on Strategic Planning & Financial sustainability

	Action	By whom	By when
1.	Principal's report to show SEN comparisons excluding eurythmy therapy, & staff absences in context	SC	Each meeting
2.	Discussion on appropriate level of annual contribution to SWSF	ALT	Next meeting
3.	Strategic Intentions – review Item 7 & wording of Item 2	Subgroup	Next meeting
4.	Amend Communications Policy to include "All press enquiries should be directed through the Principal in the first instance."	AC	By next meeting
5.	Proposal on Parent & Child provision	LR	By next meeting
6.	Liaison with other funded Steiner Schools	WB/SC	Next meeting
7.	Keep board informed of training opportunities	Clerk	As & when
8.	SEN Governor required	T&L	Next meeting
9.	Discuss raise in staff salaries	ALL	Visioning day