Board of Governors meeting 04
Minutes
Date: 19 March 2012
Time: 15.00 – 18.00

ATTENDEES
William Braid(WB); Andrew Collinson (AC); Stephen Cox (SC); Nick Deacon (ND); Sarah Elliot (SE); Lawrence Keen (LK); Carol Kirk(CK); Trevor Mepham (TM); Sylvie Sklan (SS); Richard Temple (RT).
Clerk: Kate Robertson (KR)
Lynn Todman R.O.
APOLOGIES Ann Addison (AA); Jon Syed (JS); Martin Bradley (MB)

AGENDA

1. **Minutes** from last meeting 03 on 20.01.12 approved and signed

2. **Appointment/election/resignation of governors**
    2.1 Ann Addison has completed her term as parent governor. She was warmly thanked in her absence for her hard work as Parent Governor and her commitment to the best interests of the Academy. There are three nominations for parent the post. Ballot papers have gone out to all parents. The ballot closes on 29.03.12
    2.2 Clarence Harvey has stepped down as governor and Sarah Elliot has now been appointed as teacher governor.

3. **Risk management** presented by Lynn Todman.
    ACTION Governors asked Lynn to provide brief for possible opportunities for cost reduction regarding finance and potential for outsourcing.

4. **Priority Objectives**
    4.1 Proposal: that the Board adopts the 5 priority objectives which were outlined by Steve Cox. Proposed by SS, seconded WB. Agreed unanimously.
    4.2 The 5 priority objectives are to be reviewed prior to Board meeting (04) before Easter 2013 (to coincide with AGM).

5. **Principal's Report – additional items**
    5.1 ▮▮▮ has had major surgery and now not expected back for 8-12 weeks. ▮ has had successful operation but not at full strength. Governors send their best wishes to both staff members. ▮▮▮▮▮ has accepted Class ▮ position. Letter of resignation from ▮▮▮▮▮ with effect from end of school year.
    5.2 TM requested a meeting re: future staffing issues, appraisal process and competency.
    5.3 Discussion about national expectations at 16 led to identifying of the need to clarify the status of the EBacc and to extent to which EBacc subjects (Science/maths/English/humanities/ language) will determine our GCSE offer in future. TM to clarify status of EBacc at meeting at DfE later this week.
    5.4 Confirmed: the proposal to extend the Upper School to include Classes 7- and 8 is work and progress, and at this stage has not been approved by the Board.

6. Committee reports

6.1   Finance – In the absence of ████, confirmation of budget for next year has been delayed. Governors offered their support and thanks to ND for his input. Information to be circulated to ND, WB. Scheme of delegation to be reviewed at a later date

6.2   Personnel - **Proposal**: that whole organisational review is undertaken under the direction of the SPG to identify potential financial savings . This was approved, subject to clarifying what the ideal educational provision looks like, including timescales and subject to the idea of parental contributions being introduced.

6.3   Principal recruitment group now are looking interim holding position with management and other support in place. **AGREED**: that the recruitment group progress the plan to put in place an interim arrangement which will focus on the 5 priority objectives.

6.4   Teaching and Learning – as in report

6.5   Premises – as in report

6.6   Capital Programme - Building Co-ordinator due to finish at Easter

6.7   General- as in report

7. AOB

7.1   Letter from ████████ re: Academy name – responded to by clerk

7.2   Solar panels – scant information , 40kw, metred –to be discussed at Premises and information sent to Governors

Next meetings: 11/05/12 - Vision +strategic planning (Also 06/07/12)

Meeting closed 18.22

	Action	By whom	By when
1.	Provide brief for opportunities for cost reduction/ outsourcing	LynnToddman	a.s.a.p.
2.	A meeting re: future staffing issues, appraisal process and competency.	TM	This term
3.	Clarify status of EBacc after meeting at DfE on 23 March	TM	w/c 26.3.12
4.	Circulate YPLA's proposed budget for next year to ND and WB	TM	immediate
5.	Premises to consider PV panels	SC	