

# Board of Governors Meeting 05

## Approved Minutes

Date: 10 May 2013

Time: 13.30- 14.25

Venue: Eurythmy Room



**PRESENT:** William Braid (WB); Andrew Collinson (AC); Stephen Cox (SC); Nick Elford (NE); Peter Johnson (PJ); Carol Kirk(CK); Lyn Rushbrooke (LR); Sylvie Sklan (SS); Denise Stevens (DS); Jon Syed (JS); Mike Whitfield (MW)

**Clerk:** Niki Nakamura (NN)

### AGENDA

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1. **APOLOGIES:** Nick Deacon (ND); Richard Temple (RT)
2. **Minutes** from the last Board approved as correct. Actions below still o/s

1.	Look into Engage for Life	CK
2.	Draw up objectives for all teachers – work in progress	SC
3.	Update red bits in risk register	T&L and Gen Comms

3. **Declaration of Interests** - none
4. **Correspondence**
  - 4.1 Edge Hill University – Leadership Development Programme for governors, clerks & chairs of governors
5. **Principal's appointment** (PJ, WB, SS) met 3 short-listed candidates & recommended not proceeding to interview  
**ACTION:** Review Principal recruitment process.  
**PROPOSED:** that we extend Steve Cox contract for a further year to 31 August 2014 – UNANIMOUSLY AGREED
6. **Brief update from Acting Principal**
  - 6.1 **Staffing:** [REDACTED] to be interviewed for **TLC position**; 3 candidates have been interviewed for **Music**; 2 candidates have been interviewed for **eurythmy**, 1 more next week; [REDACTED] is to take up 0.5 **Maths** post; **Class 7/8 post** has 1 candidate to be interviewed next week; **U/Sc lead** – no applicants to date; **Class 1 – 6 post** has been re-advertised & parents of next year's classes 1 and 4 have been informed of current situation; **Functional Skills** post has 1 applicant.
  - 6.2 No safeguarding issues reported
  - 6.3 SC met with the principals from Frome & Exeter Academies re collaboration on various issues
  - 6.4 New College format: *Pedagogical* and *Business* meetings are held on alternate weeks and have been well attended.

- 6.5 Kindergarten Review to be brought to T&L & General Committees.
- 6.6 SATs taking place next week – all parents bar 4 have opted out.  
**ACTION:** discuss how to deal more effectively next year with parents' apprehensions/opting out

**7. Urgent matters from the committees:**

- 7.1 Finance – large expenditure of circa £200,000 from start-up has been allocated for outstanding Premises items; Lyn Todman (RO) to attend next meeting
- 7.2 SS will approach David Donaldson re: joining Board of Governors next year
- 7.3 **PROPOSED:** to approve request from [REDACTED] for 2 weeks' leave of absence in June to attend training course, subject to [REDACTED] agreement that only one week is paid leave (in lieu of time off for interviews;). **AGREED** (7 for, 3 against, 1 abstention)
- 7.4 Open Day – governors presence welcomed but not mandatory

**8. Next meeting: 28/06/13**

**ACTIONS**

	Action	By whom	By when
1.	Audit trail for PP and SEN targeted funding to demonstrate spend is on the children that it is intended for.	SC	On-going
2.	Discuss how to present SATs to parents of next year's Cl 5	ALL	Next board mtg
3	Review Principal Recruitment process	ALL	Next board mtg