

Board of Governors meeting 06 minutes

Date: 6 July 2012
Time: 13.30 – 16.00



The STEINER
ACADEMY
Hereford

ATTENDEES

William Braid(WB); Andrew Collinson (AC); Stephen Cox (SC); Sarah Elliot (SE);
Lawrence Keen (LK); Sylvie Sklan (SS); Richard Temple (RT).
Clerk: Kate Robertson (KR) Jon Syed (JS);

APOLOGIES Carol Kirk(CK); Trevor Mephram (TM); Martin Bradley (MB), Nick
Deacon (ND);

AGENDA

1. Minutes from meeting 04 on 19.03.12 approved and signed.
Minutes from meeting 05 on 16.06 approved and signed

2.Appointment/election/resignation of governors

Lawrence Keen has completed his term at sponsor governor. Lawrence was warmly
thanked for his work on behalf of the Academy.
Richard Temple has completed a three year term but will continue on the personnel
committee for another term.
Martin Bradley will attend the first meeting of next term

3. Actions from last Board meeting

2.	A meeting re: future staffing issues, appraisal process and competency.	CH for September
3.	Clarify status of EBacc after meeting at DfE on 23 March	To be covered by TLC

4.Report from visioning session. Two main strands of development. To be kept on
file

5.Governance Map 2012-13 – thanks for feedback from committee . New MAP will be
printed in November

6.Principal's Report

- Governors felt that absence figure at 7.7 % was an area of concern which would need justification at an Ofsted inspection.
- Governors were reassured that child protection matters were dealt with in professional manner.
- Staff wellbeing. ■■■'s accident on way to work was reported.
- Concerns. Some questions about follow through process and ensuring transition with departure and changing role. Handover process is in action.

7. School Development Plan 2012-13

Academy Development Plan and School development plan to be culminated in 5 priority objective and key tasks. Populating key tasks with objectives. Monitoring, milestones and evaluations currently being worked upon within the committees. **ACTION** current priority objectives to be circulated. SC Key Tasks and Priority Objectives for 2012 -13 will be complete by next board.

8. Reports from the committees

8.1 Personnel

Staffing review and restructuring continuing process.

8.2 Teaching and learning –

Largely covered in Principal's report. Main decision reported the commissioning of new Admissions Committee.

8.3 Admissions Committee

New committee since May. Academy is responsibility for its own commission code. Academy is now managing its own Independent Appeal Panel (IAP) Clarence Harvey is Presenting Officer.

New work has been done around statemented and SEN applications. Birth date profiles continue to cause anomalies.

8.4 Finance

8.4.1. For approval: Budget plan for the next financial year – still awaiting final figures from YPLA

ACTION WAC to recirculate draft budget figures.

Banded funding will have an impact on funding.

Some salaries come under start –up funding

Premises costs will be increasing for service costs

Decisions:

8.4.1 The finance committee recommend that the board approve the draft GAG budget 2012-13. Subject to the final figures being brought to board at beginning of academic year.

Proposed SS, Seconded LC – All governors in favour

8.4.2 The finance committee board recommended approved amendments to The charges and Remissions Policy in relation to

a, An increase in KG snack money being increased 35-45p per day –

b, Upper School Students being charged for craft items subject to details being satisfactorily worked out in funding focus group.

Proposed SS Seconded WB All Approved

Financial news Message to parents to be promoted in a positive way. Key task – Communication

Commercial activity to be reviewed.

8.5 **Premises Committee.** Maintenance contracts remain the most significant current area of concern.

8.6. Capital Programme Committee

Proposal that committee is disbanded and business related to capital works be taken up by the Premises Committee. WB Seconded and all approved by governor LC led a formal recognition and vote of thanks for all the work achieved by Capital Programme Committee.

8.7 General Committee

Website is on schedule for early launch in September

Media and communication

Communication officer – paid role suggestion from Friends to be looked into

9. AOB

9.1 Grievance in process. Awaiting written confirmation. Governor input may be required.

9.2 AC will be stepping back from governorship in Sept. provisionally for a term.

9.3 Next week's meeting General Committee 15 July

9.4 Trevor's leaving do – all governors warmly invited

Meeting Closed

Next meeting: 21/09/12 (Also: 07/12/12; 18/01/13; 22/03/13; 10/05/13;
05/07/13)