

**Riverside Community Primary School
Governors Meeting 11 May 2015**

Present: D. Hastie, C. Rose, S. Needham, I.Yapp, C. Heard, P. Carr, J. O’Callaghan, A. Lee, J. Haslam.

Item.		Action
1	<p>Discussion and Vote on New Co-opted governors. Following the co-option of N. Brown he felt that he could no longer commit the time req'd and declined the offer. M. Copley was approached and had agreed in principle that he would be willing to stand. Discussion took place. Proposal: To co-opt M. Copley Resolved: All gobs agreed. Governors then discussed 2 other possible co-options J. Brown-Bolton (staff) and C. Walker (parent) Proposal: To co-opt to governing body. Resolved: All gobs in favour.</p>	
2	<p>Apologies: Ian Butler (previous appointment) Matt Copley (work commitments) agreed and consented to.</p>	
3	<p>New Committees – Structure and terms of reference. The meeting was presented with draft documents relating to terms of reference of 2 committees, Resources and School Improvement. It was proposed to have these committees encompassing all of the previous committee work. Proposal: To go for 2 committee structure. Resolved: All gobs in favour Further discussion took place re membership of these 2 new committees (see additional paper for details)</p>	
4	<p>Associate Governors Discussion took place re associate governors and their voting rights. Proposal: No voting rights are to be given to any associate governor on either full governors or committees their roles would be advice and guidance. Resolved: All gobs in favour Following discussion the following were appointed as Associate Governors – P. Elmy and A. Woodward (Full Governors and Committees) J. O’Callaghan and S. Borradaile (Resources Committee)</p>	
5	<p>Link Governors Please see Committee Structure paper for new link governor roles and appointees. It was suggested that any relevant information be passed across from old to new link governors asap.</p>	Link Governors
6	<p>Invitation to declare financial interest None</p>	
7	<p>Confidentiality: One item from Heads report to be taken under AOB</p>	

8	<p>Minutes of previous meeting: The meeting considered the minutes from 2/2/15 Agreed: The minutes were a true record of the meeting and were duly signed.</p>	
9	<p>Matters-arising. Records of Governor visits- please forward to A.Lee</p>	All Governors
10	<p>Urgent AO B. None.</p>	
11	<p>Date and time of next meeting 13 July 2015 @ 6.30 p.m.</p>	
12	<p>2015/16 Budget – To Ratify Meeting presented with 2014/15 outturn and 15/16 start budget. A discussion took place over slight variances on various budget codes. Proposal: To ratify 2015/16 start budget. Resolved: All govs in favour.</p>	
13	<p>Headteachers Report As read along with other papers. IY went through various items in more detail. Absence – From September 15 we have to report any child who has an absence of 90% and below. SDP – Full plan has been sent to all govs and it was strongly suggested that all govs read this document including “Raising the Bar”. A discussion took place around a governors action plan and a Governors Raising the Bar. STAR D P – not available at the moment apologies. It will be sent around once available.</p>	
14	<p>Annual Governance Statement Meeting presented with Template. It is now considered good practice that this statement appears on the school website. Governors are responsible for the production and publication of this document.</p>	All Governors
15	<p>Governors Website IY met with P.Carr to look at moving school website. This will then have options for a secure governors section. Further details to follow.</p>	IY/PC
16	<p>Complaints Policy Paper presented to meeting and discussed. Following all schools reconstituting their governing bodies and less governors being available the Third Stage was highlighted and suggestion made that using other governors from STAR alliance would be acceptable and best practise.</p>	
17	<p>SEF Discussion took place. Possible need for a CRIB sheet? Governors to email 5 such things and thoughts to IY,IB and AL by Friday 15 May</p>	All Governors
18	<p>Preparation for Life in Modern Britain Governors are responsible for promoting this and have a statutory duty to do so. How as governors are we addressing our responsibilities? Link Governor work, attending assemblies, behaviour and learning walks</p>	All Governors

<p>19</p> <p>20</p>	<p>as well as work with STAR. Governors need to be mindful of any opportunities to promote</p> <p>Information and Policies to Adopt The following policies Educational Visits and Restraint Policies (both NYCC policies) were formally adopted. Proposal: To adopt above policies Resolved: all govs in favour. All staff governors left the meeting.</p> <p>Confidential AOB IY spoke to the meeting about Leadership Consultation and having a 2 DHT model. The school is growing both in number and as a business. We need further leadership capacity particularly around STAR. The consultation produced 8 positive responses with positive comments and 1 negative response. Costings have been included in start budget and with staff movement there will be a saving in the first year. We have also budgeted for ½ day release time per week instead of ½ day per fortnight. Proposal: To move to 2 DHT model Resolved: All govs in favour.</p> <p>Q. What is the right structure for the school? A. Needs and demands for further leadership is apparent. Q. Are we light on Leadership? A. Good opportunity to move the school forward. As governors we have a duty of care to Senior Leaders. Provisional date for DHT interviews 9 June 2015.</p> <p>Meeting closed at 8.55 p.m.</p> <p>SignedDate.....</p>	
---------------------	--	--