

FEDERATION OF STOKE HILL SCHOOLS

MINUTES of the EXTRAORDINARY MEETING of the FULL GOVERNING BODY

Held at Stoke Hill Infant School on Thursday 13th November 2014 at 6.15 p.m.

PRESENT: Jamie Sullivan (Headteacher SHJS), Sarah Mackay (Headteacher SHINS), Rebecca Ryan, Claire McKimm, Vanessa Newcombe (Chair); Carol Finning, Kristine Vaaler, Greg Richmond, John Turnbull, Peter Holland, Dianne Goodwin (Clerk)

To receive apologies

Apologies were accepted from Andrew Page.

Discussion on Reconstitution

Vanessa thanked Governors for attending. She explained that the DofE had issued new instructions requiring any Governing Body which had not reconstituted since 1st September 2012 to reconstitute in accordance with those regulations

She asked if there were any Governors who wished to stand down. No one said that they did.

Liz and John said they were happy to remain as Parent Governors

Vanessa said the composition of the reconstituted body would be as follows

- Min figure of 7
- Both Heads were automatically members
- 1 LA Governor
- 1 Staff Governor
- 1 parent from each school of the federation
- Co opted Governors – this could include members of staff, parents and community governors.
- No of staff governors including head and co opted staff governors must not exceed one third of total membership
- Associate members – members of committees but have no right to vote on FGB. Not included in total membership

The current constitution is

- 3 LEA Governors (1 vacancy)
- 3 Community Governors
- 6 Parent Governors – 3 from each school (2 vacancies)
- 6 Staff Governors – 3 from each school – to include HT, 1 Teacher, 1 non teacher (1 vacancy)

Sarah said that the FLT had already had discussions on reconstitution. They had suggested that the Staff member be someone who worked across the whole Federation.

Vanessa said that when seeking nominations for staff member could not stipulate teaching or non teaching. If there was an election then staff from across the whole federation were eligible to vote Peter suggested that the Finance Manager be included as an Associate Member. Carol said she felt that the Finance Manager should have the right to vote.

Jamie said that it was difficult to get staff interested in being a Governor and suggested shortening the period of office to 2 years to make it more attractive.

It was suggested that if a member of staff is elected from one school then someone from the other school should be co opted so that both schools have a representative

Vanessa said that there were currently 2 Parent Governor vacancies which had not been filled because of the need to reconstitute.

It was felt desirable that there should be one parent from each school but as children moved from the Infant School to the Junior School the Infant School could be unrepresented. Carol suggested that the length of office be shortened for Parent Governors.

Vanessa referred to the Skills Audit. These showed a good spread of skills with no real areas lacking.

Discussion followed on desirable skills sets or experience for the new Governing Body. These included

- Health and Safety
- IT
- Legal/HR
- SEN
- Buildings
- Data Analysis
- EAL
- Finance
- Creative Curriculum

It was then agreed that in order to cover all of these areas the composition of the new Governing Body would be as follows

- 1 LA Governor
- 2 HT
- 1 Staff Member
- 2 Parent Governors – 1 from each school
- 12 Co-opted Governors

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