



BOARD OF GOVERNORS

School name:	Priestlands	Meeting:	9
Date/time:	Wednesday 12 th June 2019, 5.00pm	Present:	Beth Bray; Paul Cox; Julian Davis; Mark Dichlian; Kevin Harriman (Chair); Mary Hill; Jo Hillier; Ruth Owen; Claire Renshaw (VCoG); Pete Main (HT)
Apologies:	Kath Rudd; Charlotte Cherry; Chris Willsher	SLT attending:	Julia Emmel (DH); Carole Gibbs (BM); Richard Glenny (DH); Kerrie McAdam (AHT); Tom Ritchie (AHT); Hayley Yates (AHT)
		Others attending:	Caroline Clitherow (Clerk)

ACTION GRID

Min	Subject	Action Point	Action by Whom	Action by When
4.	Governor Away Day – 2 nd October	Agenda available at September meeting	KH/PGM	17 th September
5.	New School Plan and SEF	New format to be posted onto Google Drive imminently	PGM	July meeting
6.	Careers	Opportunities for governors to talk to students in school and invite enterprise advisors into school	BB/KM	Autumn
15.	Policies to be ratified	Casual Worker and Curriculum Strategy	All	July meeting
17.	GB H&S Management Report	Will be shared at the next meeting	CR	July meeting
22.5	Policies and Portfolios	Policies to be allocated to portfolios/governors - TBC	PGM	Autumn term

5:03PM – MEETING OPENED

Action/Challenge/Support

Agenda item	Action by Whom	Action by When
General Business	KH/CR	
1. Welcome and Apologies The CoG welcomed everyone to the meeting. Apologies received from KR, CGC, CW. 1.1 Confirmation of Quorum – the meeting was confirmed as quorate 1.2 Declaration of Business Interests in relation to this meeting – none Governors extended congratulations to CGC on the recent birth of her baby daughter.		
Chair of Governors Portfolio	KH/CR	
2. Election of Chair of Governors (held annually) The CoG said he was very happy to put his name forward to stand as CoG for a further 12 months but if any governor wished to take on the role at any time he would be happy to move aside. . The CoG was asked to leave the room while a secret ballot took place. Ballot papers were distributed; eight governors were eligible to vote. The completed ballot papers were counted by the DH and returned to the clerk. The clerk announced that KH had unanimously been elected as Chair of Governors for a further year until June 2020. The CoG returned to the room and governors extended thanks and congratulations to him (5.11PM – CR AND RG ARRIVED)		
3. Board Meeting 8 3.1 Approve Minutes of 8th May – minutes agreed as being an accurate record. 3.2 Matters Arising from the Action Grid <ul style="list-style-type: none"> Motorbike Display – the HT confirmed this will be taking place on the front field on Friday 21st June at 9.00am – all welcome to come and watch All other items are on the agenda or have been completed. Minutes approved.		
4. Governor Away Day Due to one or two governors unable to attend and the SLT busy with Activities Week the decision has been made to postpone the Away Day until Wednesday 2nd October , which is an INSET Day. Agenda items will include information on the new Ofsted format and it will be available early next term.	KH/	Sept meeting

Signed (Chair of Governors):

Date:

Agenda item	Action by Whom	Action by When
<p>5. National and Local News</p> <p>The CoG invited the HT to talk through the national and local headlines:</p> <ul style="list-style-type: none"> ➤ CW Buggy Night, Thursday 27th June – as discussed. ➤ Appeals – there have been three Y7 appeals – two successful and one unsuccessful and there is currently one appeal pending. The NOR is 256 but waiting for two students with EHCPs to have their places confirmed. ➤ Study Centre – the BM has worked hard in preparing a bid for the local council who will be considering the match funding at a meeting this evening. The cost will be about £46,000 and the plan is to have a facility which will be open 7.45am-5.00pm every day and will be managed by two new members of admin staff who will work for the SLT as well as run the study centre. (Post meeting update: Match funding approved by Council). ➤ Mobile Phones – there will be ‘No Phones’ policy from July (8.45am-3.15pm). Tutor time has been spent in explaining to students the rationale (screen time, communication etc) behind not having phones. The HT said he only had one parent who had expressed dissatisfaction, otherwise all are supportive. ➤ Behaviour Healthcare Report – visit to the school by a member of Pivotal Education. He talked to lots of students and staff throughout the school and walked around independently. The report is excellent and is a good reflection of the core basic principles of the school (behaviour, ethos, expectations etc). Professionalism of staff was also noted. Consistency and expectations of teachers-students will be the focus of one of the INSET days in September. <p>The DH added that the role of tutors is under review, in particular to free up additional time for tutor/tutee relationship-building which could help students to develop positive and respectful behaviour. From September there will be one assembly per week; lower/upper school assembly will alternate with year assembly which will create an additional 20 minute weekly tutorial slot. At present tutor time is 20 minutes on four days and an extended time on Wednesdays which includes PHSCE.</p> <ul style="list-style-type: none"> ➤ Letter from SACRE Monitoring Group re 2018 RE Results – recognising the outstanding performance in RE last summer. Better late than never and nice to receive the letter which has been shared with the RE team. ➤ JCQ Report on Examinations Arrangements – made an unannounced visit at the beginning of this week; delighted that the school received a perfect report and many congratulations to the Exams Officer and Lead Invigilator. ➤ Early finish on last day of term – the HT asked the Board’s permission for an early finish (12.15pm) on the last day of term (23rd July). Permission granted and it was agreed that since this is an operational feature of the school there is no need for the HT to ask the Board’s permission in future. ➤ The IncrEDIBLES Cream Tea – Wednesday 26th June, 3-4pm in the Walled Garden and governors are very welcome. This cookery group has been a great success for some of the more vulnerable students and has been funded partly through the Exxonmobile Award and Local Council monies and is an excellent initiative. ➤ New School Plan and Evaluation – the HT is working hard on developing a new School Plan and School Evaluation Plan and he is hoping to post it onto the Google Drive soon to enable governors to have plenty of time to study it before the next meeting. 	PGM	July meeting
<p>Careers & Enterprise Portfolio</p>	BB/KM	
<p>6. Careers Education Update</p> <p>7. Spring Term Link Visit Written Report</p> <p>The CoG invited the Portfolio Holder to give an update on Careers Education (accompanied by PowerPoint presentation and written paper). Headlines:</p> <ul style="list-style-type: none"> ➤ Careers Education is important and there is statutory guidance for governing bodies to ‘provide clear advice and guidance to the headteacher on which he/she can base a strategy for careers education.’ ➤ Gatsby Benchmarks – how careers education is judged ➤ Generation Z – by aged of 32 young people might have had 16 jobs; working until their 80’s; living longer; need to be resilient enough to handle the changes that are coming their way; ➤ Termly audits; 		

Agenda item	Action by Whom	Action by When
<ul style="list-style-type: none"> ➤ Year 11 leavers – HCC has a duty to ensure that every child is in education until they are 18 but they are not tracked. However, BB has conducted her own research – the goal of good education is that the right choices are made first time and they don't disappear and so it important that each school tracks where their students go after leaving; ➤ Alumni – would it be encouraging for past students to come back to school to talk to current students (with diverse jobs and from diverse backgrounds); ➤ Posters up around school of GCSE students who sign a form on Results Day to say they are happy for their name, photo, results to be used. Have to be careful that their permission is not used over 16 as they might change their mind – maybe down the social media route. ➤ Being inspired by the world of work – has huge and positive impact on young people; ➤ Bringing work experience back in-house; opportunities for people to come into school, maybe governors, to talk to students – further details next term; ➤ Careers networking events – using parents and other stakeholders; ➤ Careers Hub – each school will receive £1000 to spend on careers; ➤ Enterprise Advisors – if governors know of anyone please say. <p>The AHT thanked BB for everything she is doing for Careers; it is making a difference.</p>	<p>BB</p> <p>All</p>	<p>Autumn</p> <p>Ongoing</p>
Finance Portfolio	MD/CG	
<p>8. Management Accounts Report (paper provided for governors)</p> <p>The BM reported that the management accounts are very stable; a surplus of £165k is forecast at the end of the year which is going towards the new science lab. This is a very comfortable position to be in and pleasing to know the figures are in line with the budget that governors agreed this time last year.</p>		
<p>9. 2019-20 Budget vs 2018-19</p> <p>This shows the comparison of what there was this year, where the projected outturn is (projected surplus of £148k). Governors are asked to approve the 2019-20 budget with a surplus of £150k. Assumptions are written in the notes which are based on experience etc but the BM said she is confident that the £150k is a realistic position to be in. 2019-20 budget approved by governors.</p> <p><i>A governors asked about a contingency; the BM said the reserve is just under £640k and as long as at least one month's pay bill (about £420k) is available as a minimum, anything over that is up to governors how the reserves can be spent. A another governor said that the reserves are always spent on the children who are at the school at that time so they get the benefit.</i></p> <p>All agreed that this is a fantastic financial position for the school to be in and testament to the difficult decisions that governors took a few years ago, on recommendation of the BM's excellent advice.</p>		
<p>10. Three Year Forecast (paper provided for governors)</p> <p>The three year forecast has to be sent to the DfE; there are some serious in-year deficits after 2019-20 mainly due to the uncertainty around the teachers' pay and teachers' grant which is received in 2019-20 but not confirmed going forward. The figures in the forecast do not include either of these grants therefore they are worse case scenarios. The BM's advice is not to spend the £150k next year. Three year budget forecast approved.</p>		
<p>11. Policy for Ratification: Pay</p> <p>The HT said the policy has been updated with all the latest processes and pay awards and is ready to be ratified. <i>A governor asked about the TLR structure and how it is formulated. Science comes out on top as it is the biggest department, the most teachers and the most number of student hours.</i></p> <p><i>The same governor asked about the pay progression for support staff and if the term 'exceptional/strong' takes away the incentive to be exceptional – should it be 'exceptional and strong'? The DH said that for some staff it is very difficult within the scope of their role to achieve 'exceptional performance' and the SLT felt it was unfair to penalise them for not being in the position to go above and beyond their role and not being able to get that award. By using the term 'exceptional/strong' the discrepancy is taken away; it ensures that everyone who is a strong performer becomes an exceptional one by being rewarded at a flat rate.</i></p> <p>Pay policy ratified.</p>		

Agenda item	Action by Whom	Action by When
Human Resources Portfolio	CR/PGM	
<p>12. Staffing Report – verbal update</p> <p>The HT reported that all teaching vacancies have been filled for September; a new maternity for November has also been covered.</p> <p>A governor said that the fact there had been so few staff resignations in the HT's first year in post is an indication of how settled and happy staff are under a new leadership and this should be commended.</p> <p>Support Staff vacancies include Business & Finance Manager and part-time Matron (advertises out this week). Interviews/appointments are taking place or have been made in SLT Admin, ASAs and Cover Supervisors. Internal adverts have gone out for Literacy Coordinator, Maths Curriculum Assistant and PSHCE Co-ordinator.</p> <p>All acknowledged that the BM had earned a very well deserved retirement and it would be very difficult to replace her; all the more reason to make sure that the right person is recruited to fill the vacancy.</p>		
<p>13. Staff Wellbeing – verbal update</p> <p>The Staff Governor said that exams are nearly over. As an exam marker for AQA she said how well prepared our students are compared to other GCSE language students across the country and the students agree that they are well prepared by their teachers, which is excellent.</p>		
<p>14. Policies for Ratification</p> <p>14.1 Staff Disciplinary</p> <p>14.2 Staff Capability</p> <p>14.3 Recruitment & Retention</p> <p>14.4 Employment Equality</p> <p>Thanks to governors who have made comments. The HT said that some adjustments had been made on the panels for interviews on the Recruitment & Retention policy. All policies ratified.</p>		
<p>15. Policy for Consideration: Casual Workers</p> <p>This is a model policy from Hampshire but governors are invited to make comments if they wish. Will be ratified at next meeting.</p>	All	July meeting
Data Portfolio	MD/TWR	
<p>16. Year 10 Scorecard</p> <p>A written update has been provided for governors' information. The AHT talked through the headlines:</p> <ul style="list-style-type: none"> • Planning and actions for next year include review of English and Maths intervention – how successful is it? Making plans for September; • Relatively low ability students in Y10 (mostly boys) so looking at possibly withdrawing from one or two subjects and investing in large amount of time in Maths – plan is under discussion but the idea is to try and be creative with these students; • Maths is a priority with this group as it is seen as a quicker win and there is more staffing capacity; English could be a possibility in the future but it is a harder subject for them; • If these students do well in Maths it might encourage them in other subjects. <p>Year 11 verbal update</p> <ul style="list-style-type: none"> • Staff have done their final predictions and looking positive; • In terms in English and Maths compared to FFT top 20% achieved 4+/5+, both slightly below 7+; • 81% predicted 4+ in English and Maths; looking strong in core subjects. 		
Premises, Health & Safety Portfolio	CR/CG	
<p>17. Governing Body Health & Safety Management Review Monitoring Form</p> <p>The VCoG said she is preparing a formal annual Health & Safety review with the Facilities Coordinator which will be shared with the Board at the next meeting.</p>	CR	July meeting
(6.15PM – MH LEFT MEETING)		

Agenda item	Action by Whom	Action by When
Teaching & Learning Portfolio	MH/JWE	
<p>18. Policy for Consideration: Curriculum Strategy</p> <p>Thanks to governors for comments. Policy is still available for consideration and will be ratified at the next meeting..</p> <p>A governor asked about RE in Year 10. The DH explained that it covers the school's statutory obligations and is a wonderful mixed programme of religion, human rights and social justice. The governor asked if all schools delivered it in this way. The HT replied that there are various ways to timetable it but this was the most effective method for this school.</p>	All	July meeting
<p>19. Department Action Planning – verbal update</p> <p>The DH said current action plans have been reviewed with line managed areas; carefully consider any priorities that continue, lesson observations to enable HoDs to start thinking about priorities for the next academic year. Bullet summary as follows:</p> <ol style="list-style-type: none"> 1. Review of this year's plan during May with line manager; 2. 3rd June – PO1/CLT (Points of Interest/Cognitive Load Theory) – questions given to review progress during leadership team meeting; 3. Share the questions with departmental team and discuss in detail at next department meeting; 4. Identify key T&L (Teaching & Learning) priorities for the forthcoming academic year (considering observation feedback also); 5. Discuss priorities with line manager; 6. Following the SIP launch (on 17th June) there will be an opportunity for departments to start building their DAP (department action plan) for the next academic year and begin allocating gain time tasks; 7. DIP (department improvement plan) written up by 19th July and to go to HT. 		
Safeguarding & Welfare Portfolio	JH/RG	
20. No issues to report or discuss.		
Governor Training Liaison Portfolio	MH/JWE	
<p>21. In-House Training – verbal feedback from those who attended recent courses</p> <p>21.1 Safer Recruitment 4th June 21.2 Exclusion Practice & Procedures 5th June</p> <p>The HT thanked everyone who attended the Exclusion training; a governor said it was much easier to learn interactively than doing it on-line and both courses were informative and useful. An 'Exclusion Practice' folder has been created on Google Drive which contains all the paperwork and handouts from the Exclusions training including helpful notes by a governor who sat on the last two exclusions.</p>		
SEN Portfolio		
No issues to report or discuss.		
Responsible Officer Portfolio		
The BM said she is meeting the RO on 21 st June and the Internal Audit 2 will be reported to the governors at the July meeting.	LH/CG	July meeting
6.50PM - MAIN BUSINESS PART OF MEETING FINISHED. MEMBERS OF SENIOR TEAM LEFT MEETING.		
Any Other Business		
<p>22. Governor Vacancies, Skills Set, Portfolios and Subject Links</p> <p>22.1 Governor Advert</p> <p>The HT asked if new wording on the standard governor advert could be agreed to incorporate teaching & learning and some understanding of curriculum which will be lost with the departure of MH. It was agreed the wording will be changed to "Applicants offering an understanding of teaching and learning and previous school experienced would be particularly welcome".</p>		

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<p>All agreed that someone with an educational knowledge would be beneficial on the board but care must be taken not to put applicants off.</p>																											
<p>22.2 Constitution (13 – 3 x Parent, 7 x Community, 2 x Staff, 1 x HT)</p> <ul style="list-style-type: none"> •JH to move from Parent to Community with immediate effect – agreed •KR offered to move from Parent to Community – under consideration •If KR would like to move two new Parent Governors will need to be elected •MH is stepping down at the end of this term and her Community vacancy will be filled early next term •Advert for Community Governor will be delayed until beginning of next term •Parent Governor vacancy will be advertised via Intake Day, website, HT letter <p>22.3 Portfolios</p> <p>Agreed as per table below:</p>																											
<p>BOARD OF GOVERNORS PORTFOLIO MAP FROM SEPTEMBER 2019 (Dates in brackets denote end of term of office)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9ead3;">PARENTS</th> <th style="background-color: #f4cccc;">STAFF</th> <th style="background-color: #d9ead3;">COMMUNITY</th> <th style="background-color: #d9ead3;">MEMBERS APPOINTED</th> <th style="background-color: #d9ead3;">IN ATTENDANCE (SLT)</th> </tr> </thead> <tbody> <tr> <td style="background-color: #d9ead3;"> 3 Kevin Harriman (20.1.23) Kath Rudd (25.11.19) VACANCY </td> <td style="background-color: #f4cccc;"> 2 Charlotte Cherry (18.1.20) Ruth Owen (4.10.20) Pete Main (ex-officio) </td> <td style="background-color: #d9ead3;"> 7 Beth Bray (31.8.22) Paul Cox (26.2.23) Julian Davis (16.10.22) Mark Dichllian (12.6.22) Mary Hill (16.10.22) Jo Hillier (11.6.23) Claire Renshaw (18.9.21) </td> <td style="background-color: #d9ead3;"> 1 Julia Emmel Carole Gibbs Richard Glenn Kerrie McAdam Tom Ritchie Chris Willsher Hayley Yates </td> <td style="background-color: #d9ead3;"> UP TO 7 </td> </tr> <tr> <td style="background-color: #d9ead3;"> Portfolio 1 Chair of Governors Kevin Harriman Claire Renshaw (Vice-Chair) </td> <td style="background-color: #f4cccc;"> Portfolio 2 Finance Mark Dichllian Julian Davis </td> <td style="background-color: #d9ead3;"> Portfolio 3 Premises, Health and Safety Paul Cox Claire Renshaw </td> <td style="background-color: #d9ead3;"> Portfolio 4 Safeguarding and Welfare Student Welfare Jo Hillier Kath Rudd BG/KMR </td> <td style="background-color: #d9ead3;"> Portfolio 5 Teaching & Learning (including High Achievers) Julian Davis (Sept) Mark to take over in Oct (TBC) Jo Hillier </td> </tr> <tr> <td style="background-color: #d9ead3;"> Portfolio 6 Data (including Differentiating and reporting on the performance of other Student Groups) Mark Dichllian Paul Cox </td> <td style="background-color: #f4cccc;"> Portfolio 7 SEN Looked After Children Kath Rudd Jo Hillier </td> <td style="background-color: #d9ead3;"> Portfolio 8 Human Resources Claire Renshaw Julian Davis </td> <td style="background-color: #d9ead3;"> Portfolio 9 Responsible Officer/Audits Louise Hill (non-governor) CG </td> <td style="background-color: #d9ead3;"> Portfolio 10 Careers & Enterprise Beth Bray KMR </td> </tr> <tr> <td style="background-color: #d9ead3;"> Portfolio 11 Training Liaison Governor Beth Bray Clerk </td> <td style="background-color: #f4cccc;"> Pay Committee Mary Hill Kevin Harriman Mark Dichllian Claire Renshaw </td> <td style="background-color: #d9ead3;"> Governors' Discipline Committee Any 3 out of 5 Governors Alphabetical structure agreed 13.12.17; revised Feb 19 to be a pool of 5 named governors as follows: Mark Dichllian Kath Rudd Mary Hill Paul Cox Jo Hillier </td> <td style="background-color: #d9ead3;"> Members of the Trust Kevin Harriman (CoG) Claire Renshaw (VCoG) *VACANCY (SL Lead) Mark Dichllian (Finance Lead) *VACANCY (HR Lead) *will be filled in September '19 </td> <td></td> </tr> </tbody> </table>			PARENTS	STAFF	COMMUNITY	MEMBERS APPOINTED	IN ATTENDANCE (SLT)	3 Kevin Harriman (20.1.23) Kath Rudd (25.11.19) VACANCY	2 Charlotte Cherry (18.1.20) Ruth Owen (4.10.20) Pete Main (ex-officio)	7 Beth Bray (31.8.22) Paul Cox (26.2.23) Julian Davis (16.10.22) Mark Dichllian (12.6.22) Mary Hill (16.10.22) Jo Hillier (11.6.23) Claire Renshaw (18.9.21)	1 Julia Emmel Carole Gibbs Richard Glenn Kerrie McAdam Tom Ritchie Chris Willsher Hayley Yates	UP TO 7	Portfolio 1 Chair of Governors Kevin Harriman Claire Renshaw (Vice-Chair)	Portfolio 2 Finance Mark Dichllian Julian Davis	Portfolio 3 Premises, Health and Safety Paul Cox Claire Renshaw	Portfolio 4 Safeguarding and Welfare Student Welfare Jo Hillier Kath Rudd BG/KMR	Portfolio 5 Teaching & Learning (including High Achievers) Julian Davis (Sept) Mark to take over in Oct (TBC) Jo Hillier	Portfolio 6 Data (including Differentiating and reporting on the performance of other Student Groups) Mark Dichllian Paul Cox	Portfolio 7 SEN Looked After Children Kath Rudd Jo Hillier	Portfolio 8 Human Resources Claire Renshaw Julian Davis	Portfolio 9 Responsible Officer/Audits Louise Hill (non-governor) CG	Portfolio 10 Careers & Enterprise Beth Bray KMR	Portfolio 11 Training Liaison Governor Beth Bray Clerk	Pay Committee Mary Hill Kevin Harriman Mark Dichllian Claire Renshaw	Governors' Discipline Committee Any 3 out of 5 Governors Alphabetical structure agreed 13.12.17; revised Feb 19 to be a pool of 5 named governors as follows: Mark Dichllian Kath Rudd Mary Hill Paul Cox Jo Hillier	Members of the Trust Kevin Harriman (CoG) Claire Renshaw (VCoG) *VACANCY (SL Lead) Mark Dichllian (Finance Lead) *VACANCY (HR Lead) *will be filled in September '19	
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<ul style="list-style-type: none"> •JD will become T & L lead in interim – September/October •If the new Governor does not T & L experience MD happy to become lead of the T & L portfolio and relinquish Data and Finance •BB to become Training Liaison portfolio lead with the clerk deputising •All agreed that it is very important that the right person is found to replace the current Business Manager when she retires at Christmas •CR to become HR lead and JD deputy •PC to become PH&S lead and CR deputy 																											
	Continued overleaf																										

Agenda item	Action by Whom	Action by When																																				
<p>22.4 Subject Links – new allocations</p> <ul style="list-style-type: none"> ●Geography and History – PC ●RE – BB ●PE – JD ●All agreed that governors should not stay with the same subject for too long ●Further opportunities to change when new governors in place 																																						
<p>Link Governors Subject Groups and Allocations from September 2019</p> <table border="1"> <thead> <tr> <th>SUBJECT-GROUP-/HEAD-OF-DEPARTMENT</th> <th>GOVERNOR-/LINE-MANAGER</th> </tr> </thead> <tbody> <tr> <td>1. Science-<i>Paul Taylor</i></td> <td>Claire-Renshaw <i>Julia Emmel</i></td> </tr> <tr> <td>2. Maths-<i>Heather Burgess</i></td> <td>Julian-Davis <i>Pete Main</i></td> </tr> <tr> <td>3. English-<i>Amy Russell</i></td> <td>Mark-Dichlian <i>Hayley Yates</i></td> </tr> <tr> <td>4. Geography-<i>Phil Waastoff</i></td> <td>Paul-Cox</td> </tr> <tr> <td>History-<i>Wendy Drodger</i></td> <td>Beth-Bray</td> </tr> <tr> <td>RE-<i>Matt Pitcher</i></td> <td><i>Richard Glenny (Geog)</i> <i>Tom Ritchie (History)</i> <i>Kerrie McAdam (RE)</i></td> </tr> <tr> <td>5. Drama-<i>Jill Strath</i></td> <td>Kath-Rudd</td> </tr> <tr> <td>Art-<i>Amanda Crook</i></td> <td><i>Tom Ritchie (Drama & Music)</i> <i>Hayley Yates (Art)</i></td> </tr> <tr> <td>Music-<i>Philippa Simmonds</i></td> <td>Julian-Davis <i>Julia Emmel</i></td> </tr> <tr> <td>6. PE/Sports-Studies-<i>Natalie Peacock</i></td> <td>Jo-Hillier <i>Hayley Yates</i></td> </tr> <tr> <td>7. Languages-(French, Spanish, German)-<i>Ruth Owen</i></td> <td>Kevin-Harriman</td> </tr> <tr> <td>8. Design & Technology-(Food-Prep & Nutrition, Textiles-Technology, Resistant-Materials, Product-Design)-<i>Steve Gillett (D&T)</i> /<i>Jo Gillett (Catering)</i> /<i>Cicely Woodcock (Textiles)</i></td> <td><i>Julia Emmel</i></td> </tr> <tr> <td>9. IT, Business, Media and Computing-(ICT, Computer-Science, Applied-Business, Media-Studies, Leisure & Tourism)-<i>Franki Cleeter</i></td> <td>Kevin-Harriman</td> </tr> <tr> <td>10. Personal-Development-<i>Matt Pitcher</i> Child-Development-(Health & Social-Care)-<i>Helen Okoth</i></td> <td>Beth-Bray <i>Kerrie McAdam</i></td> </tr> <tr> <td>11. Safeguarding & Welfare-<i>Richard Glenny</i></td> <td>Jo-Hillier <i>Richard Glenny/Kerrie McAdam/Hayley Yates</i></td> </tr> <tr> <td>12. SEN-<i>Leyla Bilborough</i></td> <td>Kath-Rudd <i>Kerrie McAdam/Richard Glenny</i></td> </tr> <tr> <td>13. Training-Liaison-Governor</td> <td>Beth-Bray / Clerk</td> </tr> </tbody> </table> <p style="text-align: center;">September 2019</p>	SUBJECT-GROUP-/HEAD-OF-DEPARTMENT	GOVERNOR-/LINE-MANAGER	1. Science- <i>Paul Taylor</i>	Claire-Renshaw <i>Julia Emmel</i>	2. Maths- <i>Heather Burgess</i>	Julian-Davis <i>Pete Main</i>	3. English- <i>Amy Russell</i>	Mark-Dichlian <i>Hayley Yates</i>	4. Geography- <i>Phil Waastoff</i>	Paul-Cox	History- <i>Wendy Drodger</i>	Beth-Bray	RE- <i>Matt Pitcher</i>	<i>Richard Glenny (Geog)</i> <i>Tom Ritchie (History)</i> <i>Kerrie McAdam (RE)</i>	5. Drama- <i>Jill Strath</i>	Kath-Rudd	Art- <i>Amanda Crook</i>	<i>Tom Ritchie (Drama & Music)</i> <i>Hayley Yates (Art)</i>	Music- <i>Philippa Simmonds</i>	Julian-Davis <i>Julia Emmel</i>	6. PE/Sports-Studies- <i>Natalie Peacock</i>	Jo-Hillier <i>Hayley Yates</i>	7. Languages-(French, Spanish, German)- <i>Ruth Owen</i>	Kevin-Harriman	8. Design & Technology-(Food-Prep & Nutrition, Textiles-Technology, Resistant-Materials, Product-Design)- <i>Steve Gillett (D&T)</i> / <i>Jo Gillett (Catering)</i> / <i>Cicely Woodcock (Textiles)</i>	<i>Julia Emmel</i>	9. IT, Business, Media and Computing-(ICT, Computer-Science, Applied-Business, Media-Studies, Leisure & Tourism)- <i>Franki Cleeter</i>	Kevin-Harriman	10. Personal-Development- <i>Matt Pitcher</i> Child-Development-(Health & Social-Care)- <i>Helen Okoth</i>	Beth-Bray <i>Kerrie McAdam</i>	11. Safeguarding & Welfare- <i>Richard Glenny</i>	Jo-Hillier <i>Richard Glenny/Kerrie McAdam/Hayley Yates</i>	12. SEN- <i>Leyla Bilborough</i>	Kath-Rudd <i>Kerrie McAdam/Richard Glenny</i>	13. Training-Liaison-Governor	Beth-Bray / Clerk		
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<p>All above changes will take effect from September</p> <p>22.5 Policies</p> <ul style="list-style-type: none"> ●HT suggested that each governor could be responsible for certain policies ●Link policies to portfolios ●Some portfolios have more policies so could be shared ●HT will make suggestions for allocations 	PGM	Sept meeting																																				
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