



The Grange School and Sports College

'Participate – Perform – Progress'



Governors Full Governing Body Meeting
Quorum = 8 – achieved

Date: 8th December 2010
in the Bath Spa Suite

ITEM NO	AGENDA	DISCUSSION/DECISIONS/ACTION	Actions
10/11-14	<p>1.1 Welcome and Those Present</p> <p>1.2 Apologies for Absence and Those Not in Attendance</p> <p>1.3 Declarations of Pecuniary Interest</p>	<p>Present: Jane Dean(JDn) - Chair, Alan Hayes (AHs), Colleen Cleevely (CCy), Helen Potter (HPr), Peter Rowe (PRe), Richard James (RJs), Esther Godwin (EGn), Elizabeth Hodges (EHs), Kirstie Lane (KLe), Steve Cook (Sck) - Head, Stephanie Payne (SPe), Patrick Brunnock (PBk), Rudi Manteghi (RMi).</p> <p>In attendance: James Evans (JEs), John Allister (JAr), Kath Wilson (KWn), Lynn Whitfield (LWd), Jan Abbott (JAt).</p> <p>Apologies: Apologies were received from Jimmy Barber (JBr).</p> <p>Absent: None.</p> <p>Declaration of Pecuniary Interest forms were completed and handed in to LWd.</p>	<p>JBr to complete his form and hand in to LWd.</p>
10/11-15	2. Presentation – Visit to India	The presentation was re-scheduled to 16/2/11 due to student commitments.	To be added as an agenda item.
10/11-16	3. Notification of AOB	One item of AOB was notified – the Model Grievance Procedure.	
10/11-17	4. Minutes of the Last Meeting – 29/09/10	The minutes were agreed as a correct record and signed.	
10/11-18	5. Matters Arising	<p>10/11-6 6.1 Governor Vacancies: PRe was welcomed back after his end of term of office and re-election following the recent Parent Governor election. RMi was welcomed as new Staff Governor following KWn's end of term of office and the recent Staff Governor election. KWn was thanked for her input as a governor. Former LA Governor, Chris Skidmore, sent an email giving his continued support of the school despite no longer being part of the FGB. Current vacancies – 1 parent Governor, 3 LA Governors.</p> <p>10/11-6 6.2 School Profile: Although nothing has been officially heard, it is assumed that the School Profile has been abandoned by the government as it's not possible to access the site any longer.</p> <p>10/11-8 Governor Learning Walk: the walk has been re-scheduled</p>	

		for 11 th January at 08.30am.	
Brought Forward 10/11-20	Communication with Students	The next two items were taken out of agenda order as RJs needed to leave the meeting early. RJs proposed the incorporation of Student Voice into Committee Meetings. The meeting discussed how this could work and decided it was something we should pursue. Committee Chairs to add as an agenda item. SCK suggested varying the year group being represented depending on the topic or area the Committee were interested in hearing about.	Committee Chairs to add Student Voice as an agenda item, in liaison with SCK.
10/11-23	Curriculum, Learning & Teaching Committee	CL&T Committee Minutes were circulated prior to the meeting. RJs congratulated staff on the recent good results. RJs brought the Relationships & Sex Education Policy to the FGB for ratification. The only change had been in the title – formerly Sex Education and Relationships Policy. <u>VOTE:</u> To adopt the Relationships and Sex Education Policy as presented. Proposed by EGN, seconded by AHs, the vote was unanimous in favour of the proposal. SCK handed out a document showing the Attainment Targets 2011-12 which had been agreed by the CL&T committee – copy filed with minutes. <u>VOTE:</u> To approve the Attainment Targets 2011-12 as set out in the document presented. Proposed by CCy, seconded by PRe, the vote was unanimous in favour of the proposal.	
10/11-19	6. Head's Report	The Headteacher's Report was circulated prior to the meeting – copy filed with minutes. SCK gave a presentation entitled The Changing Landscape. It was agreed that the content and discussion of this presentation would be a confidential item.	
10/11-20	7. Communication with Parents & Students	Student Voice – previously discussed. Parent Voice – the idea of having a Governors Forum where parents could talk to governors was discussed. It was agreed that EGN would continue to look into possibilities.	EGN to discuss Parent Voice with SCK.

10/11-21	8. SIP with costings	SCK handed out a document showing the costing of the SIP – copy filed with minutes. SCK informed the meeting that the school has been told by the LA not to spend any more devolved capital and it was likely that devolved capital may be cut following the government's spending review. Further details would be discussed at the Finance Committee meeting.	
10/11-22	9. Head's Performance Management	AHs and CCy had met with Ray Saunders, School Improvement Partner, to review the Head's performance and to set targets for this year.	
10/11-23	10. Reports from Committees: 10.1 Students & Personnel 10.2 Premises Health & Safety 10.3 Finance 10.4 Curriculum Learning & Teaching	<p>Committee meeting minutes were circulated prior to the meeting.</p> <p>The S&P Committee had reviewed the Educational Trips Policy – copy filed with minutes. <u>VOTE:</u> <u>To adopt the Educational Trips Policy as presented. Proposed by RMi, seconded by EHs, the vote was unanimous in favour of the proposal.</u></p> <p>The PH&S Committee had reviewed the Accessibility Policy – copy filed with the minutes. <u>VOTE:</u> <u>To adopt the Accessibility Policy as presented. Proposed by PRe, seconded by RMi, the vote was unanimous in favour of the proposal.</u></p> <p>AHs highlighted to the FGB the changes in virements made at the Finance Committee and changed accordingly in the Terms of Reference. LWd pointed out an error in the minutes where £10,000 should read £100,000. JAt to amend before next committee meeting.</p> <p>Previously covered.</p>	JAt to make amendment to minutes.
10/11-24	11. Documents for	Terms of Reference – the ToR had been amended in light of the	

	Information or Ratification	changes in virements agreed by the Finance Committee – copy filed with minutes. <u>VOTE:</u> To adopt the Terms of Reference as presented. Proposed by AHS, seconded by HPr, the vote was unanimous in favour of the proposal. Governors Contact details – document circulated for information. Policies – document circulated for information. Membership of committees – requires one change - KWn for RMi. Key Performance Indicators – document circulated for information. Meeting Calendar – document circulated for information.	JDn to make changes and email to clerk.
10/11-25	11. Reports from Meetings and Training	EGn recommended the Effective Listening Course offered by Governor Support. JDn thanked everyone who made time to attend courses.	
10/11-26	13. AOB	SCK informed the governors that the Model Grievance Procedure had been updated. The new County version was now available and SCK recommended adopting it, as we have always done in the past. <u>VOTE:</u> To adopt the current South Gloucestershire Council version of Model Grievance Procedure as the procedure the school would follow in the light of a complaint. Proposed by CCy, seconded by RMi, the vote was unanimous in favour of the proposal.	
10/11-27	14. Meeting Planner	The meeting planner was completed.	

These minutes have been agreed as an accurate account of the meeting of the Full Governing Body of the Grange School and Sports College

Signed Date.....

Next Meetings – all 6:00-8:00pm unless otherwise stated:

Students and Personnel	05.01.11	
Curriculum, Learning and Teaching	12.01.11	
Premises, Health and Safety	19.01.11	4:30-5:45pm
Finance	19.01.11	
Chairs	26.01.11	
Full Governing Body	16.02.11	

Future Presentations:

Work of the School Council (Students) – 16.02.11
Presentation – visit to India (Students) – 16.02.11
Community Cohesion, Sports College and Sports Partnership (JEs) – 11.05.11
Faculties: Languages, Creative Arts and Humanities (HOFs) – 13.07.11

Future Agenda Items:

The Changing Landscape Update – 16.02.11