



ST WILFRID'S SCHOOL

Meeting of the Full Governing Body
Held on 15TH June 2016
at 17:00 in G10

1. Election of Chair:-

Msg Barry offered prayers at the start of the meeting.

The clerk opened the meeting, explained the election process to the Governors and invited nominations for the role of Chair.

Mr Brydon asked for leave to explain the circumstances leading to the Bishops decision about Governors eligibility for the position of Chair. The decision was that a person other than a Foundation Governor could only be elected if there was no Foundation Governor candidate for the position. The clerk then asked the nominated candidate and the Associate members present to withdraw.

After a discussion, the Governors conducted a secret ballot.

Mr Philip Gidman was elected as Chair of Governors for the period of one year.

Mr Gidman returned to the room and took the chair.

2. Election of Vice Chair:-

The Chair invited nominations for the role of Vice Chair.

The nominated candidate left the room and the Governors conducted a ballot by show of hands.

Mr Kevin Harrison was elected as Vice Chair for the period of one year.

Mr Harrison returned to the room.

3. Persons present and Apologies for Absence:-

Present:- Full Governors:- Monsignor Barry, Mr J Brydon, Mr M Ferry (Head), Mrs M Gallagher, Mr P Gidman (Chair), Mr K Harrison, Mrs F Kerr, Mrs A Oddy, Mrs J Robinson.

Associate members:- Mr M Lewis, Mr R Marr, Mrs M Thrower

Clerk:- Mrs C James-Bailey

Apologies were received from Ms D'Souza and were approved by the board.

4. Declaration of Interest:-

None

5. Approval of the minutes of the last FGB meeting:- (27.04.16)

The minutes were approved and signed as a true copy.

6. Matters arising from the minutes if not covered in the Agenda:-

The following amendments were made to the minutes of the 27.04.16

Item 13 To read two SEND meetings and visits.

Item 12 to read 'pursuing the options'

The action points were completed as follows:-





The clerk arranged the election of the new Parent Governor, and has submitted possible committee members and dates to the FGB. The clerk has also circulated the Chaplains presentation to all members of the FGB

The Chair has liaised with Steve Poole about possible training to be introduced to Governors in September. The Chair has also met with Mr Franke and has approved all forthcoming residential/overseas school trips.

The new Finance & Premises committee are to add the refurbishment/renewal of the Bio Mass boiler as an Agenda item to their first meeting.

7. Staffing of Committees

The Governors agreed the following appointments to committees for the Academic year September 2016 –July 2017.

Finance & Premises (Incl Health & Safety)

Msg Barry
Mr Ferry
Mrs Gallagher
Mr Gidman
Mr Harrison
Mrs Taylor

Personnel

Mr Brydon
Mr Ferry
Mr Gidman
Mr Harrison
Mrs Oddy
Mrs Robinson
Mrs Taylor

Spiritual & Community

Msg Barry
Ms D'Souza
Mr Ferry
Mrs Gallagher
Mr Gidman
Mr Harrison
Mrs Kerr

Teaching & Learning

Mr Brydon
Mr Ferry
Mrs Gallagher
Mr Gidman
Mr Harrison





Mrs Oddy
Mrs Robinson

8. Approval and Ratification of TORS for Committees:-

The Terms of Reference for all the committees were ratified and approved by the FGB. Each committee is to consider its individual TORS and to re-present them to the FGB for approval if amendments are necessary at the next meeting of the FGB

9. Approval of Policies:-

The following policies were presented to the governors for approval:-

Discipline Policy

Confidential Reporting Policy

Accessibility Plan

Appraisal – Teacher Performance Targets

Appraisal – Teacher Performance Related Pay

CPD Policy

Charging Policy

Data Protection Policy

All policies were approved and ratified by the Governors.

10. Date Setting:-

Mr Ferry announced that the current discussion within the MAT Working Party includes inviting all governing bodies from across the 3 deaneries to a meeting in early September. This will be formalised/confirmed at the next HT/CoGs meeting scheduled for 6th July at St. Paul's. Immediately following this meeting the Governors have to formally declare their interest in the MAT. The Governors decided that the next meeting of the FGB would take place at St. Pauls Catholic School Burgess Hill on the 6th September 2016 at 19:00. The following dates were also decided:-

Teaching & Learning Committee 13.09.16 (All Governors are invited to this meeting as the Head will present the Examination results attained by the students.

Finance & Premises Committee 27.09.16

Personnel Committee 11.10.16

Spiritual & Community 18.10.16

FGB 15.11.16





11. AOB

The Chair questioned the validity of having as many Associate Members attached to the governing body. After discussion the Governors approved the appointment of the following Associate Members:- Mrs Maria Thrower, Mr Mike Lewis and Mr Rob Marr, who will be attached to all committees and the FGB

The members of staff who were previously Associate Members will be invited to attend committee meetings and meetings of the FGB on an ad hoc basis.

The clerk circulated a list of staff members who will be leaving St Wilfrid's at the end of the summer term. The Governors approved the purchase of gifts for two long serving members of staff, Mr M Carmen and Mr N Turner.

The Head informed the Governors that in September the Maths Department would be down one member of staff and currently there is one member of staff on long term sickness following a stroke. There is also one member of staff under administrative review because of sickness issues.

The meeting closed at 18:41

Action Points

Mrs Thrower to arrange the purchase of suitable leaving gifts

The Chair:-

To liaise with the clerk in order to produce a list of policies showing review dates and dates for inclusion on forthcoming committee and FGB agendas.

To approach Ms Carol D'Souza re serving on the Finance & Premises Committee.

Signed **Date.....**

