

MINUTES OF THE GOVERNORS MEETING

Held on Friday 26th February 2010 at 4.30 P.M.

Present: Mr Philip Eyton-Jones – Chairman
Mrs Catherine Simpson– Head Teacher
Mr Stuart Ayres
Ms Judith Corbett
Mr Alan Evans
Mrs Doreen Eyton
Mrs Maria Hammersley
Mr Tony Hannigan
Mr Markus Hesseling
Mrs Barbara Hughes
Mrs Karen Morris
Dr Liz Oliver
Mrs Sally Tansley

In Attendance: Miss Anne Spiller - Clerk to the Governors

1. Apologies: Mr David Jones, Miss Jane Kennedy, Miss Charlotte Maloney, Mr Philip McGreevy & Fr Antony McDowell

2. Minutes of the Governors Training Meeting held on Sat 6th February 2010

The Minutes were approved by: Tony Hannigan & seconded by Maria Hammersley

3. Staff Review

CS talked through the Staffing Structure Review letter (a) which had gone out to all staff & circulated to Governors'. She went through the Key steps and Time scales (b). She had begun the process and seen the school professional association representatives. Copies of the relevant School Policies and procedures need to go to both staff rooms and on the VLE. Governors will need to be involved with this process. At some point there will be a need to identify 2 x 2 Governors to ensure they are not contaminated to deal with possible appeals.

CS presented The School Staffing Structure (c). Budgets were set differently for Primary & Secondary. Current teaching Salaries were £1,073,940 of which the Primary Staffing costs were £290,430. If we remained with the same structure next year the Teaching Salaries would be £1,094,808. CS Presented 3 Options for consideration. Option 1 forecast saving £34,000. Option 2 £37,000 and Option 3 £31,000. A full and lengthy discussion followed. It was eventually agreed that faculties were the way forward. The Governors unanimously favoured option 2. CS would speak to both Deputy Heads.

CS talked through her proposed Admin/Support Staff restructuring. The current work for Admin and Bursar was too much. This should be split into two functions. It was essential that the same rigour was used. The Systems Manager would move into the agreed Teaching structure.

The Governors unanimously agreed that there should be a Business Manager & an Operations Manager. The Bursar and Finance Manager already do 70% of the proposed roles so this would not need to go out to advert unless one or other chose not to take up the option.

4. Any other business

i)

a) CS asked Governors to send a letter requesting an audit on 14-19 expenditure.

b) The launch evening for 14-19 had gone well. D.H.S. had agreed to collaborate for Performing Arts with Creative & Expressive Arts only at D.H.S. They had tried to exclude St B's in the former. As the Sector leaders this was not acceptable. Collaborate or Not.

c) Written agreement if course has less than 12 registered would not be economically viable.

- d) Fee would be £750 per pupil.
- e) Courses not duplicated except for the base courses of Maths, English & Biology.
- f) In future if VIth form teacher is absent there will have to be a supply.
- g) Monitoring VIth Form Attendance which will be treated the same as the lower school with letters sent to parents where this falls below expectation.
- ii) Comprehensive notes taken by AE were circulated following the 21st C working party Meeting on 19th February. PE-J & TH would attend a meeting with the Bishop on 1st March.

5. Dates for Meetings

Friday 12th March at 4.30 p.m.

The Annual Parents Meeting would be held on 24th March at 7 p.m. As there were a number of meetings planned in March, it would not be necessary to have a full Governors meeting beforehand.

Thursday 24th June 6.30 p.m.