

Offwell C of E Primary School - Governors' Meeting 5.15pm – 13th September 2018 - Agenda

1	Prayer		5.15pm	
2	Apologies for absence		5.15pm	JD
3	Pecuniary Interest	This meeting and update/check register	5.15pm	JD
4	Election of Chair – Election of Vice-Chair –		5.20pm	JD Chair
5	Minutes of last meeting and matters arising – 18 th July 2018 – Part 1 18 th July 2018 – Part 2		5.25pm	Chair
6	FGB meetings/minutes: <ul style="list-style-type: none"> Open to the public? Virtual attendance at meetings permissible? 	Decisions need minuting	5.35pm	Chair
7	Housekeeping/reminders: <ul style="list-style-type: none"> Procedure for members wishing to add an item to agenda Reminder Part 2 procedures and confidentiality Code of Conduct Attendance at Meetings including procedure for apologies 	Reminder & review Attendance details will appear on website	5.40pm	Chair
8	Governor recruitment – Foundation Governor	KM moving from area	5.45pm	Chair
9	Committee membership <ul style="list-style-type: none"> Governor Responsibilities – usual roles – also Headteacher Induction Resources Committee – Pay Committee Curriculum & Learning Committee Staff Disciplinary 1 and 2 Pupil Disciplinary Headteacher Performance Mgt DAG Link Governor Village Hall & Playing Field Comm Rep PCC representative (Parent Gov) 	Reminder of need to be quorate Quorum for FGB (9) – ½ membership rounded up so 5 Quorum for committees – 4 to include HT	5.50pm	Chair
10	Terms of Reference for Committees	Delegate to committees – first meeting	6.05pm	Chair
11	School Improvement Plan/SEF <ul style="list-style-type: none"> 2017/2018 – final evaluation 2018/2019 - Priorities 	Draft suggestions shared Delegate action plans to working group/committee	6.10pm	LL
12	Head's Report including: <ul style="list-style-type: none"> staff updates/staffing structure Safeguarding Governor visit opportunities Pupil number update 		6.40pm	LL
13	Dates of meetings – Full Governors' – Thursday, 18 th October – 6.30pm Curriculum – to be decided Resources – Thursday, 4 th October – 6.30pm	Need to decide future dates if possible	7.00pm	Chair

14	What have we achieved for the children? Meeting ends		7.10pm	Chair
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Election of Chair and Vice-Chair will take place at this meeting – please let Mrs Davey know in advance of the meeting if you would like to stand. The term of office will remain at one year.