

**Full Governing Body Emergency Meeting  
Tuesday 16<sup>th</sup> September 2014 at 5.30pm  
Part 1 Minutes**

Present:

Roy Allsopp  
Michael Barritt  
Andrea Howard  
Carly Marsden  
Karen Singleton  
Kate Tibbles  
Kizzy Udy  
Lee Watts

Also Present: Kerry Dash (Clerk)

1	<p><b>Introduction</b></p> <p>It was explained to Governors that this meeting had been convened because of the resignation of the Chair of Governors over the Summer Holidays, the resignation of another Governor and with a view to considering reconstitution.</p> <p>Due to the contact the Head teacher has had with Governor Services, School Improvement Partners and the previous Chair of Governors, it was agreed that she was in the best position to Chair this meeting.</p>	
2	<p><b>Chair of Governor Vacancy</b></p> <p>It was emphasised to the Governors that the school is in a vulnerable position because the school's data has dipped in the past two years and because the school is due an Ofsted inspection. It was agreed that no Governor was comfortable or confident in taking over the Chair of Governor role at present and some Governors were not able to offer the time commitment the role would require. Governors were informed that after determining this, the Head teacher contacted Governor Services to discuss the alternative options available to the Governing Body.</p> <p>It was suggested that the school allow an associate consultant of Cornwall Council to temporarily be Chair of Governors with a view to supporting and mentoring the rest of the Governing Body until an appropriate Chair could be voted in on a long term basis.</p> <p><u><b>Governors challenged whether they could interview the associate consultant first.</b></u></p> <p><b>Governors were informed that due to a lack of viable alternatives at present, Governors could meet the consultant but it would be most beneficial to the school to bring the Interim Chair on board as quickly as possible so as to ensure they became acquainted with the school.</b></p> <p><u><b>Governors challenged whether it would be detrimental to the school because this person will not know the school well enough.</b></u></p> <p><b>It was agreed that the Head teacher will spend time with them to help them get to know the school's information. Governors were informed that the associate consultant had been a Chair of Governors before and</b></p>	

	<p>so could become familiar with the school's data and ethos quickly.</p> <p><u>Governors challenged which schools the consultant has supported and whether this support was successful?</u></p> <p>This will be investigated.</p> <p>Concerns were raised as to the associate consultant's objectivity, with it being expressed that this person may use his position in the Governing Body to pursue a Council agenda, rather than working in the school's best interest.</p> <p><u>Governors challenged whether there was anyone from the community who could step straight into the role of Chair of Governors on a long term basis.</u></p> <p>It was explained that the Head teacher had met with a local business owner, with a view to becoming a Governor. He offers a new skill set to the school and has good community spirit but has no experience as a Governor and was not willing to become Chair of Governors straight away.</p> <p><u>Governors challenged whether it would be in the school's best interest to appoint the new Governor as Chair and train him in the role.</u></p> <p>It was agreed that during his meeting with the Head teacher, he was not willing to become Chair straight away and that it would put too much pressure on an inexperienced Governor.</p> <p>It was generally agreed that, although the concern was noted, there is no evidence or proof that the Council have any agenda which would mean they would recommend a person for a Chair of Governors position in order to further this agenda in schools to the detriment of Nanpean School.</p> <p>It was also agreed that, despite being Chair of Governors, decisions are made collectively and any external person, would not be able to join the Governing Body to pursue an agenda not agreed upon by the other members of the Governing Body.</p> <p>Governors agreed that it was preferable to appoint a Chair of Governors who has experience of being a Chair and is comfortable in this role rather than forcing an existing Governor who is not confident in undertaking the role, as this would be more beneficial in terms of having the knowledge to hold the school to account and challenge the Head teacher to ensure the school is best achieving it's potential. It was agreed that the associate consultant would give the Governing Body us some leeway in determining the best person to become the chair on a more long term basis.</p> <p><u>Governors challenged how much appointing an external person as Chair of Governors may cost.</u></p> <p>It was explained that the consultant charges £400 a day. Governors were informed that in order to assist in implementing the Local Authority Action Plan, the school received additional funding and this money could be used to pay the associate consultant as he supports and mentors the Governing body.</p> <p><u>Governors challenged whether the agreement between the consultant and the school is flexible to allow a shorter or longer term as Chair of Governors.</u></p> <p>It was agreed that the school would ask the consultant to step in as Chair of Governors on a term by term basis, with the aim of another Governor learning enough about the role to be able to step in after 2 terms. If no one wants to take on this role, Governors agreed to discuss whether they</p>	CM
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	<p>ask the consultant to stay on for another term.</p> <p><u>Governors challenged whether they could remove the consultant as a Governor if they were concerned about his capability.</u></p> <p>It was agreed that he could be removed as any other co-opted Governor and this will be reflected in any agreement made with the consultant.</p> <p>Governors voted on whether they would agree to appointing and paying the associate consultant recommended by Cornwall Council. The majority voted in favour of this.</p> <p>It was agreed that the Head teacher would contact both the associate consultant, to invite him to become Chair of Governors on a temporary basis to be reviewed termly, and Steve Best, to invite him to join the Governing Body as a Community Governor.</p> <p>It was discussed whether the school should become an academy in light of the school's current circumstances and in anticipation of an Ofsted Inspection. It was expressed that it was possible that the school would be forced into becoming an academy, which would mean that the Governing body and the Head teacher, for example, could be replaced. It was agreed that, although the school has had a dip in data over the past two years, the school year ended positively last year, with the school moving in the right direction and to discuss becoming an academy now would be to make a hasty decision.</p> <p><u>Governors asked whether the school's data means that the school will be forced to become an academy.</u></p> <p>It was explained that there were some positives in the school data last year, with the EYFS and Phonics data being strong. However, the percentage of SEND children in last year's year 2 cohort affected the KS1 data and the school's KS2 data not meet floor standards as expected. The Head teacher had been advised that the previous year 6 cohort was a vulnerable year, and the data could be explained by case studies, but this does not guarantee to affect an Ofsted rating. Governors were informed that the school could potentially be rated requires improvement with potential for elements of good.</p> <p><u>Governors challenged whether there are measures in place to improve the dip in data.</u></p> <p>It was explained that since the current Head teacher joined the school, measures have been implemented to improve the school's data, but this will not have an instant effect.</p> <p>Governors agreed that they would have to be more informed about becoming an academy before discussing this.</p>	CM
3	<p><b>Reconstitution</b></p> <p>Governors approved the instrument of Governance, which was amended at the last Full Governing Meeting. After having two Governors resign over the Summer, the number of Governors now reflects the revised Instrument of Governance.</p> <p>The associate consultant would become the Chair of Governors. It was agreed that AH would remain as Vice-Chair of Governors.</p> <p>The Governor Structure was discussed and an updated copy attached to these minutes.</p>	

4	<b>Committee Chairs</b>  KU was elected the Chair of the Health and Safety Committee. AH was elected Chair of the Finance and Personnel Committee. MB was elected Chair of the Curriculum Committee.	
5	<b>Trust/ Cluster meetings</b>  Governors were reminded of the Cluster/ Trust meeting on 1 <sup>st</sup> October 2014 6pm at Brannel School. This was originally planned to be a trust meeting but all cluster schools and Governors have been invited.	
6	<b>LA Action Plan/ School Improvement Plan</b>  It was confirmed that all Governors had received the Local Authority Action Plan and the School Improvement Plan. Governors were informed that observations and links with other schools to improve quality of teaching will become more frequent this year. Governors were informed that MB is now a teaching and learning coach. <u>Governors challenged how they can monitor the implementation of the Local Authority Action Plan.</u> <u>It was explained that the Action Plan had been included in the School Improvement Plan and each Governor does their monitoring of the School Improvement Plan.</u> Governors were informed that their next step in monitoring the School Improvement Plan was to decide how the monitoring will be completed by Governors and decide on the dates for the monitoring to happen.	All
7	<b>Governor Training</b>  The Clerk will re-email the Governor Training Directory to all Governors.	Clerk
8	<b>Any Other Business</b>  It was agreed that KU, AH and a newly elected governor would make up the Head teacher performance management Committee.  It was agreed that the Finance and personnel meeting would be moved to Thursday 2 <sup>nd</sup> October 2014.	
	With no other matters to discuss, the meeting was called to a close at 7.04pm.	

Signed ..... Dated .....