

**REDLAND GREEN SCHOOL
 TUESDAY 17 OCTOBER 2006**

MINUTES OF THE MEETING OF THE FULL GOVERNING BODY

Governors	
Annemieke Waite (AW) – Chair	Clare Millward
Anthony Wood (AJW) – Vice Chair	Philip Shoebridge
Sarah Baker	Cllr Sylvia Townsend
Steve Evans	Alex Wilkinson
Kate Hawkey	
Associates	
-	
In attendance	
Kate Stott	Clerk
Apologies	
Katharine Alsop	

Item	Action
<p>1. Election of Temporary Chair: The governing body agreed the process for electing a temporary chair of the Full Governing Body (FGB). AJW nominated AW; SB seconded the nomination. Governors voted by a show of hands. Annemieke Waite was duly elected temporary chair of the governing body until the next FGB meeting.</p>	
<p>2. Welcome and apologies for absence: AW welcomed everyone including the four new governors. Governors introduced themselves. Apologies as shown above.</p>	
<p>3. Election of Community Governors: The Governor Development Service had advised the governing body that it was appropriate for governors to discuss candidates; AW stressed the need to try and appoint governors with the right skills, expertise and experience. SB outlined key responsibilities the governing body will need to address: Finance with particular reference to attaining the Financial Management Standards; governors will need show a level of knowledge or a willingness to achieve such a level through training. The target date for achieving the Standards is the end of March 2007, however, as the RGS budget is not devised on a simple formula basis, the school is unlikely to be able to achieve the standard by the target date. SB explained that RGS is funded by the Local Authority (LA) for the 11-16 school and by the Learning Skills Council (LSC) for the 16 – 19 school. Kingsweston students are on co-location remaining officially members of Kingsweston School. Cotham is a 11-18 school. PS sought clarification of Post 16 funding. The North Bristol Post 16 Centre has two learning centres, one at RGS and the other at Charnwood House,</p>	

<p>Cotham; from the students perspective it is one centre although students will be allocated to one or other of the centres. The centre caters for students from Cotham, RGS, the four partner secondary schools; Henbury, Fairfield, Portway and Monks Park, from the independent sector and from South Gloucestershire. The LSC gives separate funding to Cotham 6th Form and to RGS 16 -19 school, however, there is only one Director for the Post 16 centre and SB is Head of both the RGS 11-16 and the 16-19 schools. RGS financial management is very complex.</p> <p>Post 16 in addition to financial aspects expertise would be welcome relating to marketing and recruiting students.</p> <p>Community Liaison, someone who lives locally and has good relations with the local community would be an asset.</p> <p>Balance. 3 out of the 4 new parent governors had children in Bishop Road School. Although technically they are now parent governors at RGS, parents in other partner primary schools might perceive this as an imbalance in representation. It is essential to ensure that parents at all partner primary schools feel fully involved in RGS and see the school as their logical progression from primary to secondary education. Parent governors need to be mindful of the perceived imbalance in representation.</p> <p>Named governors will be required for Special Educational Needs, Health and Safety and Child Protection.</p> <p>Governors then agreed the process of election. Governors discussed the 8 candidates: one candidate had withdrawn that morning. As agreed at the 11 July FGB meeting, there are currently no sponsor governors on the Instrument of Government for the permanent governing body. The governing body can review its instrument at any time; a governing body can be up to a maximum of 20 governors (currently 16) plus a maximum of two sponsor governors. It was agreed that the inclusion of sponsor governors will be discussed further by the FGB. Governors then voted for 5 candidates by secret ballot. The following candidates were duly elected as Community Governors for a three year term:</p> <p>Astrid Kopmels (AK) Judy Patterson (JP) Rod Symmons (RS) Tim Trout (TT) John Waldron (JW)</p>	
<p>4. Agree the Process for Election of Chair and Vice Chair: TT entered the meeting; (addendum - apologies for this part of the meeting had been received from Alan Roberts, Alastair Watson, AK and</p>	

<p>RS). Following discussion governors agreed the following procedure for the election of the Chair and Vice Chair of the permanent governing body to take place at the next Full Governing Body (FGB) meeting:</p> <ul style="list-style-type: none"> • Self nominations to be invited for chair and vice chair (staff governors are not eligible). • Candidates to include a 50 word statement in support of their application • The term is for one year for both positions • If candidates are unopposed then there will be a show of hands (candidate leaves the room). • If not then a secret ballot will be held. <p>KS to seek nominations with a deadline 7 days in advance of the next meeting; nominations to then be forwarded to governors to consider in advance of the meeting.. Details of role of chair and vice chair to be circulated. Governors are welcome to discuss with SB.</p> <p>Committee Structure and Membership: AW explained that the FGB need to agree the committee structure and membership. AW and SB have discussed the structure and it is likely that the recommendation will be for it to remain the same ie Finance and Premises, Student and Curriculum, Staffing, Marketing and Communications and Post 16. This can be reviewed over the next year. Expressions of interest in 2 or 3 committees, and named governor positions, will be sought. Terms of reference for the governor committees, which will need amendment, will be circulated for information.</p> <p>Date of Next Meeting: it was agreed that the next FGB meeting, to elect the chair and vice chair and to agree the committee structure and membership, would be at 7.00pm on Tuesday 7 November 2006 at RGS, Fairlawn Road.</p>	<p>KS as soon as possible.</p> <p>KS as soon as possible.</p>
<p>5. AOB: Cycle Path: provision of a cycle path is part of the new school's planning permission; ST updated governors. Road Crossings: Cranbrook Road crossing is going ahead; ST will continue to push for a further crossing at the Kings Drive/Clare road five way crossing although Local Authority finances are not currently available. Skiing trip: Governors agreed that KH and SE review the details and delegated the decision regarding approval of the school trip to them.</p>	<p>KH and SE</p>

Date of next Full Permanent Governing Body meeting: 7.00pm 7 November 2006; provisional date for the following FGB meeting 28 November 2006

Approved for publication..... Date: 7 November 2006