

Bosworth Academy Minutes			
Title:	Governors' Steering Meeting		
Date:	Monday, 9 th June 2014	Time:	6.00pm
Chair:	Iain Kinnis	Location:	Training Room

MEMBERS					
Name	Present /Apologies	Name	Present /Apologies	Name	Present /Apologies
Iain Kinnis (Chair)	✓	Hannah Poynton (Clerk)	✓	Chris Parkinson	✓
Maria Everley	✓	Rosalind Goldson	✓	Hazel Cole	✓
Steve Sargent	✓	Colin Crane	✓	Phil Burnett	✓

NOTES			
#	Agenda Item	Discussion	Action
1.	Welcome and Apologies	1.1 No apologies	
2.	Declarations of Interest	2.1 None	
3.	Items for AOB	3.1 None	
4.	Notes and Actions from 24th February 2014	4.1 Action points were discussed and updated. See pages 1 of these minutes. Discussion regarding artwork around the Academy. CC contacted Sothebys – there would be a charge for valuation. CPA suggested artwork to be sold to maximise income. This was agreed by the	SMA to investigate valuation of artwork

		governors. Governors agreed that in light of the updated 5-year forecast this would benefit the Academy.	
5.	Committee Report	<p>5.1 People and Stakeholders – RG</p> <ul style="list-style-type: none"> - <u>Parental involvement in the Laureates</u> <p>RG suggested announcing the opportunity for parents to be involved in the PTA at the Open Day parents evening (1st July). RG/HC to attend parents evening on 1st July CPA raised the possibility of a parent forum group to discuss the curriculum/vital areas of the school etc.</p> <ul style="list-style-type: none"> - <u>Temporary Staff Structure</u> <p>Agreed by governors that CHA/SMA roles to be made permanent.</p> <p>5.2 Infrastructure – PB</p> <p>CCTV/accessibility/window grant/IPAD's Concerns raised regarding Ipad's – Do we have a member of staff to manage the volume of devices?</p> <ul style="list-style-type: none"> - <u>The Core – Ownership update</u> <p>As discussed previously – agreed to get valuation on artwork and sell. Required to help address forecast deficit in future years.</p> <ul style="list-style-type: none"> - <u>Loans for alternative energy</u> <p>A governor suggested we approach the company that won the grant for the windows. CPA proposed we create a post within the Academy structure focused on income generation. 1 year temporary contract with the expectation of generating an income greater than the cost of employment plus an incentive to outperform (salary + performance pay).</p>	<p>RG/HC to attend parents evening on 1st July – PTA announcement</p> <p>HPO to liaise with PJO – do we have monitoring/controlling software? SMA to get valuations</p>

	<p>A governor challenged the proposal – 1 year is not enough time to become established within the role.</p> <p>Agreed by governors that CHA should advertise role to see what responses we get.</p> <ul style="list-style-type: none"> - <u>Nursery</u> <p>There has been a £5000 loss this year but look to make £10,000 profit next year. A governor challenged this – Are we confident with the nursery budget. Have we got capacity?</p> <p>A governor asked if we had recently had contact with the 3rd party who had previously approached the Academy.</p> <p>5.3 Teaching and Learning – CC</p> <p>Laureate’s induction days will take place on 30th June & 1st July. Open evening for parents to attend on 1st July @ 5.30pm.</p> <p>CPA gave feedback on Challenge Partners review. Positive outcome. Areas of excellence Leadership and English.</p> <p>5.4 Finance – SS</p> <ul style="list-style-type: none"> - <u>Review of updated budget</u> <p>Discussion regarding budget this year.</p> <ul style="list-style-type: none"> - <u>5 year plan update</u> <p>Please see attached notes and assumptions. A governor suggested reaching out to the primary schools in our area – catering.</p> <p>CPA stated that the deficit will be substantial in 2015/16. We are currently addressing points raised i.e. Sabbatical programme/sale of artwork.</p>	<p>CHA to create advert for income generation post</p> <p>SMA to contact 3rd party</p> <p>CPA/HPO to attach Challenge Partners report to governors summer report</p>
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		<p>A governor proposed that the school begins to put together a storyboard of how we are addressing the forecast deficit.</p> <p>A governor asked when should approach the DfE. CPA suggested between April and June 2015.</p>	SMA to create business plan/storyboard / list of tangible actions
6	Remit and Policies	<p>6.1</p> <p>- <u>Flexible working</u></p> <p>Explanation of flexible working policy from CPA. Open to both teaching and non-teaching staff.</p> <p>Concerns were raised regarding impact on timetabling and contracts. CPA stated that staff taking sabbatical will have this written into their contract. It will have a positive impact on our financial situation. NPA will manage the timetables.</p> <p>Policy agreed by governors.</p>	Policy to be taken to FGB for ratification.
7	Governing Body	<p>7.1</p> <p>It was noted that, as yet, there are no benefits to the Academy from LEEP.</p> <p>CPA clarified that KS3 transport is in the budget.</p> <p>A governor suggested we investigate a Multi Academy Trust with schools in our area. CPA has attempted to form relationships but there has been no progress to date.</p> <p>7.2 Succession Planning</p> <p>A governor challenged the size of the governing body. It was agreed that FGB was arguably too big however it ensured that Committees were quorate and effective.</p>	RG to pitch at parents evening

		A governor suggested we have one KS3 parent governor. Vacancy to be announced at parents evening after induction days – 1 st July 2014. Governors' stand – expressing what is involved. What skills do prospective governors bring?	
8	Safeguarding	No issues	
9	Correspondence	Non	
10	Strategic Planning Day	Confirmation of attendees: CC, IK, HC, JH	
11	Emerging Priorities	Policies for ratification at the next FGB meeting plus 2014/15 budget for approval	
12	Draft Agenda for 19th June 2014	A governor proposed that either SMA or KBA host a governor visit to the KS3 facilities immediately prior to the next FGB meeting.	HPO to invite
13	Any Other Business	None	
	Next Meeting	1st December 2014 at 6.00pm	

MINUTES AGREED & SIGNED			
Chair:		Date:	