



AGENDA  
Full Governing Body Meeting,  
**MONDAY 16<sup>TH</sup> JULY 2018 AT 16:45 HOURS**  
Lakeside School

|     |  |              |
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| 1.  | Welcome and Apologies  | DC           |
| 2.  | Declaration of pecuniary interests   | DC           |
| 3.  | Feedback on impact of the two 2017/18 TLR3 projects (5 mins each)  | AS/GS        |
| 4.  | Finance Update <ul style="list-style-type: none"><li>Budget monitoring report</li><li>Review financial status and funding implications on school operations</li></ul>  | DBL          |
| 5.  | General Data Protection Regulations update   | DBL          |
| 6.  | Outreach Presentation  | VM           |
| 7.  | Minutes of Previous Meeting (FGB 14 <sup>th</sup> May 2018)  | ALL          |
| 8.  | Matters Arising & Actions from previous meeting (FGB 14 <sup>th</sup> May 2018)  | ALL          |
| 9.  | HT/SLT Report and Matters Arising <ul style="list-style-type: none"><li>Leadership Team Report<ul style="list-style-type: none"><li>Attendance of previous year 11 at College update</li><li>Progress against SIP</li><li>Data Dashboard / IDSR information</li><li>Agree planning arrangements for SEF and SIP for 2018/19 academic year</li></ul></li><li>Senior Manager Report</li><li>Residential Report</li><li>Monitoring of Exclusion data</li><li>Agree HT proposals for 2018/19 TLR3 projects</li></ul>   | GE/SLT       |
| 10. | Health and Safety (standing item) <ul style="list-style-type: none"><li>Sign off holds for safety record</li><li>Annual Audit for submission to HCC by 31<sup>st</sup> July 2018. Agree date for governor / BR check</li></ul>   | DC<br>BR     |
| 11. | Safeguarding Matters (standing item) <ul style="list-style-type: none"><li>Agree arrangements for Annual Safeguarding audit – new deadline 30<sup>th</sup> September 2018</li></ul>  | KH           |
| 12. | Governing Body Administration (Standing Item) <ul style="list-style-type: none"><li>Election of Officers for 2018/19 academic year<ul style="list-style-type: none"><li>Elect Chair of Governors</li><li>Elect Vice Chair of Governors</li><li>Back-up Finance Governor</li><li>Health and Safety Governor</li><li>Back-up Development and Training Governor</li><li>Forum Rep Governor</li><li>Any other role changes</li><li>Terms of Reference – do we need to include role of Vice Chair in main TOR document. Do we need to change any descriptions of Job Roles?</li></ul></li><li>Agree Head Teachers Performance Management panel membership</li></ul> | DC<br><br>DC |

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|     | <ul style="list-style-type: none"> <li>• Agree adopting HCC Manual of Personnel Practice</li> <li>• Agree adopting HCC Governors Good Practice Guide</li> <li>• Agree FGB Terms of Reference</li> <li>• Agree Governors Code of Conduct</li> <li>• Agree Pay and Personnel Committee Terms of Reference (updated last year)</li> <li>• Agree FGB meeting dates for 2018/19 academic year (see end of Agenda)</li> <li>• Agree INSET days for 2018/19 Academic year (see end of Agenda)</li> <li>• Governing body vacancies <ul style="list-style-type: none"> <li>○ 1 x Parent Governor</li> <li>○ 1 x Co-opted Governor</li> </ul> </li> <li>• Feedback from Whole Governing Body Training 2017/18 (Working as a team – Co Acting Styles)</li> <li>• Feedback from Governors' Summer Conference</li> <li>• Whole Governing Body training 2018/19 – consider topic</li> <li>• Discussions re parents comments from parent questionnaire</li> <li>• Future Governor Visits (Oct and Spring term - Data tracker / checking sample of books ties in with assessment per tracker)</li> <li>• NGA research exploring HT appraisal in English schools – feedback of non-personal headlines to GB</li> <li>• Exclusions update record</li> <li>• Policies (new model Child Protection Policy and KCSIE)</li> <li>• Governor Visits and associated actions</li> </ul> |    |
| 13. | Correspondence (Standing Item)  | DC |
| 14. | <p>Agree Future Agenda Items for next meeting (Standing Item)</p> <p>English presentation – September meeting</p> <p>Governance networking hub</p> <p>Review induction for new governors</p> <p>Standard item at all meetings:</p> <p>Impact Statement – this meeting's contribution to school improvement`</p>   |    |
| 19. | Date of next meeting: TBC   |    |

#### Proposed FGB meeting dates for 2018/19

24 September 2018

19 November 2018 (to approve mid year budget before 30<sup>th</sup>)

21 January 2019

18 March 2019

13 May 2019

15 July 2019

#### Planned INSET days:

17 September 2018

8 October 2018

5 November 2018

14 January 2019

11 March 2019