

# MINUTES OF FULL GOVERNING BODY MEETING

14<sup>TH</sup> JULY 2014

4.30 P.M. AT MAIN BASE

## Present

Claire Marshall, Denise Fountain (Acting Head), Mark Harvey, James Brown, Ben Bury, Kristina Murphy, Clive Reeves, Kacper Saar

## Non Governors in attendance

Judy Hunt (Company Secretary), Alyson Ralphs (Clerk), Balbir Helate, Michelle Merchant (Birmingham City Council ER Services)

## Absent

## ACTION

### 1. Apologies/Declarations of Interest

- Apologies had been received from Alison Teague and Mark Yorke.
- Governors were asked if they had any declarations of interest.
- No interests were declared.

### 2. Outstanding Finance Discussions and Decision Making

- Judy confirmed a letter had been sent to the EFA regarding the outstanding funding but she had still received no response. Judy to send Mark EFA contact details.
- Denise updated on the HR workload and requested additional admin support was brought in. Judy had brought in possible cover but they were not up to standard. Claire was happy to support the additional admin. Denise pointed out we had recently appointment a clerical assistant at BCH and had kept the second details on file. ER confirmed the second could be used without going back out to advert.

**Governors approved the additional admin support for 2 terms initially.**

### 3. Staff Briefing

- Denise had informed staff at the whole school meeting that NP was on leave of absence and quashed rumours.  
Clive asked what the general feeling of staff was. Denise confirmed staff are getting on with the job.  
It was agreed that it was not normal for a governor message to go out and could be seen as negative.
- Ben felt there needs to be more transparency, he felt Denise was right to ask staff not to spread rumours but some staff felt offended that they were being blamed for rumours. Mark did not want different sides forming.
- James asked if there could be a note to go out to inform staff who would be running the school from September 2014.
- Ben felt staff needed security that school is running as normal.
- Governing Body has faith in the senior leadership of the school.

*U. Mee 29/9/14*

**ACTION**

- Denise hadn't spoken to staff about the rotation of Acting Principal as she felt this may cause staff to worry. Ben felt if there was a rotation staff need to know but didn't feel it was good for the school. Ben felt it should be one Acting Principal. Denise agreed staff need to know.
- Training days in September all in hand, focussing on the year ahead and continuing to be outstanding.
- Denise will send the usual end of term email.
- Governors didn't think a further message needed to go out to staff.

4. Parent Briefing

- Newsletter will go out to parents from senior leadership team.
- Governors agreed no parent message.

5. Any Other Business

- Alyson handed out a copy of the Articles of Association.

Alyson, Staff governors and James Brown were asked to leave the room.

6. Confidential Item

Update and decision making required related to this

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The meeting ended at 5.45pm