

Helsby High School
Summary of Governor Meetings
Autumn Term 2016

Helsby High School Governors have six committees which meet at least once a term. The full Governing Body also meets once a term.

The main agenda items for each meeting included the items indicated below:

1. Full Governors (Thursday 22 September 2016)

- Election of Chair: – Mrs B Ratcliffe
- Election of Vice Chair: – Dr A Reeves
- Committees – review structure and membership including Pay Panel
- Review the Link table and Governors with special responsibilities
- Associate Members
- Set objectives for the Governing Body for the Year

2. Achievement and Curriculum Committee (Thursday 22 September 2016)

- Election of Chair:- Mrs B Ratcliffe
- Committee Terms of Reference
- Curriculum Update for September 2016
- Update on GCSE Results 2016
- Update on A level and AS level Results 2016
- Policy discussion and ratification
 - Curriculum Policy
 - Grouping Policy

3. Finance Committee (Wednesday 5 October 2016)

- Election of Chair:- Mr T O'Neill
- Committee Terms of Reference
- Finance Update including 2016/17 Budget, Projected 3 year Budget 2017-20, including update on National Funding Formula
- Pupil Numbers
- Update on DFC
- Annual Update on Bad Debts
- Annual Update on School Funds
- Policies:
 - 2016-17 Bursary Fund

4. Welfare & Safeguarding Committee (Monday 17 October 2016)

Election of Chair: Dr A Reeves
Committee Terms of Reference
Student Support Co-Ordinators Half Term Report
Student Voice Update

SEND Update
SDP Personal Development, Behaviour and Welfare
Pupil Premium Development Plan
Governors Welfare Committee Update
Policy discussion and ratification

- Behaviour Policy
- Pupil Premium Policy
- Inclusion Policy
- Exclusion Policy

5. Staffing Committee (Monday 2 November 2016)

- Election of Chair: Mrs M Porter
- Terms of Reference
- Appraisal Update Report
- Summer Term Absence Statistics
- Local Living Wage
- Update on Exit Questionnaires 2015/16
- SDP Effectiveness of Leadership and Management
- CPD Update
- Policies for discussion and ratification
 - Leave Provision Policy for Support Staff
 - Equalities Policy
 - Performance Management Support Staff
 - Induction of Newly Qualified Teachers

6. Pay Panel Meeting – (Wednesday 26 October 2016)

- Whole School Pay Policy
- Clarify procedure and policy
- Headteacher Pay and Appraisal Report
- Consider each of Headteachers Recommendations

7. Community Committee (Monday 7 November 2016)

- Election of Chair: Mr C Jennings
- Committee Terms of Reference
- Update on Community Engagement
- Marketing & Communications Meeting
- Social Media, Local Press and Website Update
- Leading Edge Bursary Update

8. Premises, Health and Safety Committee (Monday 21 November 2016)

- Election of Chair: - Mr A Wheeler
- Committee Terms of Reference
- Premises Update
- Capital Issues
- Devolved Formula Capital Funding
- LED Lighting
- School Improvement/Life Extension Plan
- Cleaning Services
- Lettings from September 2016
- Community Sports Project
- Health and Safety Update

- Policy discussion and ratification
- Health and Safety
- Minibus Policy
- Sustainability Policy
- Security Policy & Procedures

9. Full Governors Meeting (Wednesday 30 November 2016)

- Report back from each of the Committees (as above)
- Autumn Term 2016 Summary of Meetings
- External Analysis of 2016 data
- Student Progress Updates and Headlines
- Headteachers Report
- Summary School Evaluation and School Development Plan
- School Improvement Advisor – Autumn Visit Report
- School Bulletin September and November
- Co-Opted Governor and Associate Member
- Governor Training – Autumn Term 2016
- Link Visits by Governors 2016-17
- Alternative Provision Collaboration Update
- Policies for adoption from sub Committees

CGoodwin

Claire Goodwin (Mrs)
Clerk to Governors