

St FRANCIS XAVIER 6th FORM COLLEGE

MEETING OF THE FULL GOVERNING BODY

Thursday December 8th 2016 at 6.15pm to 8.30pm

5.30pm: Essential Briefing / Training: Safeguarding

To be held in the Board Room (part of the staff room)

AGENDA

In attendance: Mr A Taylor, Strategic Director Financial and Physical Resources
Mr G Thompson, Associate Principal, Curriculum
Mr C Graham, Associate Principal, Ethos

6.15pm	1. OPENING PRAYER.
	2. APOLOGIES FOR ABSENCE: Miss F Doran, Ms S Bannister. Ms P Rowe will be present via a voice conference link
	3. DECLARATION / REGISTER OF INTERESTS: to comply with Article 14 of the Articles of Government (2015), the Clerk must maintain a register of the interests of governors which have been disclosed. Please complete the declaration form to update the register and return it to the Clerk, at or before the meeting. Any interests should be disclosed before the meeting commences. (Form in papers)
	4. ELIGIBILITY TO BE A GOVERNOR: to comply with Instrument 6 of the Instrument of Government (2015), it is the responsibility of each Governor to notify the Clerk (or the Bishop for foundation governors) at any time during his/her period of office, if s/he has reason to believe that s/he is no longer eligible to continue as a Governor. Please complete the declaration form to confirm your current eligibility and return it to the Clerk, at or before the meeting. (Form in papers)
	5. MEMBERSHIP & INTRODUCTIONS: 5.1. Ms Sharon Bannister , elected Parent Governor to be appointed (in her absence) to a 2 year term of office from 8 th December 2016 5.2. Miss Abigail Ofori-Manteaw , elected Student Vice President / Governor in September 2016 to be appointed to July 2017 5.3. Fr Will Hebborn , resignation as foundation governor from 19 th September 2016 5.4. To note: Mr Colin Garvey, Mr Paul Barber and Mr J Opara re-appointed as foundation governors with effect from 19 th September 2016 each to serve a term of office of four years.
6.20pm	6. MINUTES OF THE MEETING HELD ON 11th JULY 2016 – (in papers and previously circulated 27 th July 2016): For agreement and signing
	7. REVIEW OF ACTIONS FROM PREVIOUS MEETING: 7.1. Governors newsletter 7.2. Review of timing of Remuneration Committee 7.3. Item 14.3.2: Circulation of Jon Marks' report on the audit of assessment of student work (in papers)
	8. MATTERS ARISING (other than agenda items):



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	<p>9. INFORMATION COMMUNICATED BETWEEN MEETINGS: Governors to note that the following documents / report / data have been circulated since the previous meeting:</p> <ul style="list-style-type: none"> • 7.11.16 HMI report on 2nd support and challenge visit to SFX on 11th October 2016 • 18.10.16 Summary of focus and reflection morning • 12.10.16 SFX preferred option submission for ABR5 • 23.9.16 SFX college summary for submission to ABR4 • 8.9.16 Summer exam outcomes email with four attachments including commentary and RAG rated 1st year and 2nd year A Level results analysis • 19.8.16 Email with headline results • 10.8.16 letter from Ofsted to ACVIC regarding arrangements for inspection of Catholic ethos
	10. CHAIR'S ACTION:
6.30pm	11. STUDENT GOVERNORS' REPORT
6.40pm	<p>12. SELF ASSESSMENT REPORT (SAR) for 2015 - 16 - (in papers):</p> <p>12.1. Draft College SAR Presented by Mr Graham Thompson, Associate Principal.</p> <p>12.2. Governance Self-Assessment: Summary & Attendance Reports (<i>in papers</i>)</p>
7.10pm	13. PRINCIPAL'S REPORT TO GOVERNORS (no 72)
7.30pm	14. REVIEW OF STUDENT PROTECTION POLICY (SAFEGUARDING inc PREVENT): Mr Graham
7.40pm	15. AREA BASED REVIEWS: Mr Garvey / Mrs Flannery
7.45pm	<p>16. ORAL REPORTS FROM GOVERNORS COMMITTEES: (See appendices A, B and C for details). The Audit Committee and F&R Committee will jointly propose that the audited Financial Statements and Post-Audit Management Report for the year ended 31st July 2016 be approved and signed for submission to the EFA. (<i>in papers</i>)</p> <p>16.1. Audit committee (22nd November 2016). To include the Annual Report from the Audit Committee to the Governors & Principal (<i>in papers</i>).</p> <p>16.2. Finance and Resources Committee (22nd November 2016)</p> <p>16.3. Curriculum Standards and Quality Committee (27th September 2016)</p> <p>16.4. Appeal Committee: has not met</p> <p>16.5. Remuneration Committee: has not met</p>
8pm	<p>17. GOVERNANCE: Chair / Clerk</p> <p>17.1. External Review of Governance (<i>report in papers</i>)</p> <p>17.2. Committee Structure and Membership: for review and agreement, (current membership <i>in papers</i>).</p> <p>17.2.1. Governors are asked to consider whether any changes or reshuffling are required to improve effectiveness or accommodate new governors or governors currently "without portfolio".</p> <p>17.2.2. Membership of the CSQ to be discussed</p> <p>17.2.3. Search Committee discussion</p> <p>17.3. Governor Engagement: Feedback from meetings / conferences etc</p> <p>17.4. Review of Focus morning, 15th October 2016</p> <p>17.5. Vacancies</p>
8.20pm	18. ANY OTHER BUSINESS
	19. ARE GOVERNORS SATISFIED THAT THE INFORMATION RECEIVED AND ALL DECISIONS TAKEN AT THIS MEETING ARE CENTRED ON IMPROVING THE EXPERIENCE AND LEVELS OF ACHIEVEMENT OF STUDENTS AT St FRANCIS XAVIER COLLEGE IN A SAFE ENVIRONMENT THAT PROMOTES BRITISH VALUES, EQUALITY, DIVERSITY AND INCLUSION?



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Refreshments will be available from 5.15pm
Date of next meeting of the full Board of Governors: Wednesday 22nd March 2017

Distribution: Chair and Members of the Board
Invited Attendees
Clerk
Website



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