

MEETING OF THE FULL BOARD OF GOVERNORS

Tuesday 22nd March 2022

6pm to 8.30pm

To be held in St Francis Xavier College

Refreshments available from 5.30pm

College mission statement:

We at St Francis Xavier College aim to provide for the educational needs of our students in a Catholic environment that proclaims Jesus Christ, the Way, the Truth and the Life. We are committed to a community based on mutual respect where we recognise our responsibilities to ourselves and others.
July 2005

AGENDA

In attendance:

Ms K Foan, Associate Principal, Curriculum

Mrs E Lewis, Clerk to the Governors

		PAPER
6pm	<ol style="list-style-type: none"> 1. OPENING PRAYER 2. APOLOGIES FOR ABSENCE: Mr R Vianello, Mr C Graham, (Mr R Lagnado to leave at 7pm) 3. CHAIR'S WELCOME: 4. MEMBERSHIP OF GOVERNING BODY: <ol style="list-style-type: none"> 4.1. To welcome Ms Kate Bainbridge, co-opted governor appointed 1st January 2022 for a four-year term of office 4.2. To note Mr Somayina Ebele's re-appointment as foundation governor for a second four-year term of office from 15th January 2022 5. DECLARATIONS OF INTEREST: 	
6.10pm	<ol style="list-style-type: none"> 6. MINUTES OF PREVIOUS MEETING: <ol style="list-style-type: none"> 6.1. 9th December 2021: <i>in the papers</i> and previously circulated 25th January 2022: for agreement and signing. 6.2. Review of Confidential Minutes: The minutes of the confidential part two of 4th December 2012 remain confidential as they contain reference to two specific individuals. Other more recent confidential minutes to be reviewed in part two. 	YES
	<ol style="list-style-type: none"> 7. MATTERS ARISING (if not covered by agenda items): 	
	<ol style="list-style-type: none"> 8. REVIEW OF ACTIONS CARRIED FROM PREVIOUS MEETINGS: <ol style="list-style-type: none"> 8.1. From item 13: membership of the Chartered College of Teaching 8.2. From item 14.2: Quality Day materials had been shared 8.3. From item 15.1.3: Governors have <i>confirmed</i> reading of KCSiE Part Two 	

	<p>8.4. From item 15.1.5 and 17.2: Ms Bainbridge has agreed to take this responsibility for oversight of Safeguarding for an initial period of one year</p> <p>8.5. From item 16.3.3: Mr Takyi and Mr Nipah had presented to the CSQ</p>	
	<p>9. INFORMATION / DATA COMMUNICATED SINCE DECEMBER 2021 MEETING:</p> <ul style="list-style-type: none"> • Monthly Management Accounts November 2021 – January 2022 inclusive • Governor training / conference / briefings from Diocese, AoC / ETF, SFCA • Maximilian December 2021, January and February 2022 editions • 3rd March 2022: a brief update from the Clerk • 1st March 2022: vote on resolution to apply for T Level capital funding • 25th Jan 2022: Draft minutes, full Board held 9th December 2021 • 20th January & 22nd February 2022: Governor vacancies • 20th January 2022: Petition re removal of funding for BTECs • 11th January 2022: Ready4work programme at SFX call for help • 14th Dec 2021 & 6th Jan 2022: Follow up to meeting on 9th December 2021 (action points and attachments) from Clerk 	
6.20pm	10. CHAIR’S REPORT /ACTION:	
6.25pm	11. STUDENT GOVERNORS’ REPORT	
6.35pm	<p>12. PRINCIPAL’S REPORT TO GOVERNORS (<i>in papers</i>):</p> <p>12.1. Presentation of Executive Summary, Mr Thompson</p> <p>12.2. Questions on report, All (governors are also invited to send in questions in advance of the meeting)</p>	YES
7pm	13. COLLEGE MISSION STATEMENT: Mr Thompson - feedback from staff & student consultation / focus group	
7.05pm	<p>14. ORAL REPORTS FROM GOVERNORS COMMITTEES: (See draft minutes in papers for details. Draft minutes will be taken as read)</p> <p>14.1. Audit committee (1st March 2022) to include Internal Audit strategy / planning; appointment of External Auditors and revised Terms of Reference (<i>in papers</i>)</p> <p>14.2. Finance and Resources Committee (22nd Feb 2022) including confirmation of written resolution to approve bid to T Level Capital Fund and review of Fees “Charging Policy” (<i>in papers</i>)</p> <p>14.3. Curriculum Standards & Quality Committee (1st Feb 2022) to include approval of revised Student Complaints Procedure (<i>in papers</i>) and feedback from the student focus forum.</p> <p>14.4. Appeal Committee: has not met</p> <p>14.5. Remuneration Committee: has not met</p> <p>14.6. Governance Committee: has not met</p>	<p>YES</p> <p>YES</p> <p>YES</p>
7.20pm	<p>15. GOVERNANCE:</p> <p>15.1. Admissions Policy: annual review (<i>in papers</i>) to be approved and adopted with immediate effect.</p> <p>15.2. Conduct of Business (standing orders): routine review (<i>in papers</i>)</p> <p>15.3. Statement by GB on obtaining the views of staff and students (<i>in papers</i>)</p> <p>15.4. Academisation: to discuss any development</p>	<p>YES</p> <p>YES</p> <p>YES</p>

	<p>15.5. Committees: update (<i>in papers</i>) to note</p> <p>15.6. Vacancies: 2 student governors to be nominated in summer term, parent governor, 1 foundation governor</p> <p>15.7. Tracking against governance improvement plan (<i>in papers</i>)</p> <p>15.8. Schedule of meetings for 2022 – 23: suggested provisional schedule (<i>in papers</i>) for consideration and discussion on preferred format</p> <p>15.9. Governor Engagement: Feedback from meetings / conferences / webinars</p> <p>15.10. Report / update from Safeguarding Governor: Ms Bainbridge</p>	<p>YES</p> <p>YES</p> <p>YES</p>
7.45pm	16. ANY OTHER BUSINESS	
7.50pm	17. ARE GOVERNORS SATISFIED THAT THE INFORMATION RECEIVED AND ALL DECISIONS TAKEN AT THIS MEETING HAVE BEEN CENTRED ON IMPROVING THE EXPERIENCE AND LEVELS OF ACHIEVEMENT OF STUDENTS AT St FRANCIS XAVIER COLLEGE IN A SAFE, HEALTHY ENVIRONMENT THAT EMBRACES THE CATHOLIC ETHOS and MISSION and VALUES OF THE COLLEGE, THE PREVENT DUTY AND PROMOTES EQUALITY, DIVERSITY, DIGNITY & INCLUSION?	

Staff Governors and Student Governors shall withdraw from the meeting.

PART TWO – CONFIDENTIAL

7.55pm	1. Review of minutes classified as “Confidential”: to consider whether the confidentiality should remain. (6 th July 2021, 18 th March 2021, 3 rd Dec 2020, 1 st July 2020 and 17 th March 2020).	
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Date of next meeting of the full Governing Body: Tuesday 5th July 2022, in college