



Minutes of the extraordinary meeting of the Governing Body of Stokesley School held in school on Thursday 10th October 2014 at 4pm

Present: H.Boal (Chair), P Bartlett, S Brennan, N.Briggs, C.Brooker (Governor and Headteacher), B.Griffiths, Revd. P.Hutchinson, N.Land (arrived at 5pm), G.Lindsay, A.Price and V von Morgen.

In Support: Mr T. Dunn

GB40/14: Apologies for absence and the reasons for the absence were accepted from P.Howes, L.Hugill, H. Moorhouse, S.Thorogood and H.Wiseman.

GB41/14: Appointment of Clerk:

It was agreed that Mr T. Dunn be appointed Clerk to this meeting.

GB42/14: Confidential Matters:

It was agreed that there were no matters on the agenda which should be considered confidential and excluded from the Minutes to be made available for public inspection.

GB43/14: Declarations of Interest:

There were no declarations of interest in any matters on the agenda

GB44/14: Governors' Working Group:

The Chair referred to Minute No: 12/14 of 19 March 2014 when it was reported that an Academy Status Discussion Document had been considered by the Strategic Planning Committee and it was agreed that a Working Group be set up to consider the pros and cons of Academy Status and that they would report back before the end of the Summer Term

The Notes of a meeting of the Working Group held on 3rd October, 2014 had been circulated with the Notice of this meeting.

She drew Governors attention to the main points within the document:

- The Governing Body had to reconstitute by September 2015 in accordance with the 2012 Regulations. That structure could not be determined until a decision on Academy Status was made;
- Should a decision to proceed with an application for Academy Status be made then those Governors willing to be Trustees should be identified and they would, with others, form a Working Party;
- There needed to be a clear remit for the Working Party;
- The decision of this would be presented to the full Governing Body at their meeting of 5th November, 2014;
- When converting to Academy Status the school would receive a payment of £25k towards the conversion costs subject to the current budgets being completed and up to date. She confirmed that the school's current financial position was good;
- Should it be agreed that Academy Status be applied for then there were tight timescale to achieve completion before April 2015. A draft schedule of work had been drawn up and was circulated.

The Chair of the Finance and Premises Committee circulated a Summary of Financial Arrangements for an Academy in a Multi Academy Trust and advised that she was confident that the £25k budget would be sufficient. She summarised the main points from the Academies Financial Handbook 2014 and explained that as a Trust the Academy became responsible for its financial affairs and reported to The Charity Commission.

A Governor (P. Bartlett) emphasised that the proposal was to make an application for Academy Status and that a formal decision to proceed to completion did not have to be made until February 2015 when future pupil numbers and other factors would be taken into consideration.

A further Governor (Revd. P.Hutchinson) circulated a Schedule detailing Events and Discussions which had led to the calling of this meeting.

The Chair referred to the proposal put forward by the Working Group (3rd October, 2014) and explained the rationale for recommending a Multi Academy Trust which, she explained, kept open options for other Academies who shared the school's values and ethos to join the Trust in the future.

The Staff Governor (N.Briggs) asked that it be noted that the members of the NUT had voted unanimously against applying for Academy Status.

The following Resolution was then put to the meeting:

That Stokesley School should submit an application to convert to Academy Status, as a founder member of a Multi Academy Trust.

Prior to the vote being taken the Clerk explained that the vote would be by secret ballot and that because of the importance of the decision those governors unable to attend the meeting had been issued with a Postal Vote.

The result of the vote was as follows:

Postal Ballot papers received: 6

Ballot Papers issued at the meeting: 10

Result of Ballot:

Agree: 13

Disagree: 3

Abstain: 0

Total Votes: 16

It was therefore agreed that the Resolution be carried and that an application to convert to Academy Status, as a founder member of a Multi Academy Trust be submitted.

GB45/14: Constitution and Co-opted Governors:

The Chair reported that the terms of office of the following governors would terminate on 11th October, 2014;

N.Briggs (Staff Governor), Revd. P.Hutchinson, Dr N. Land and G.Lindsay (Parent Governors).

She advised that Revd. P.Hutchinson and Dr N.Land had indicated that they wished to continue as governors of the school. She proposed that in order to retain their experience and expertise they be considered for two of the present three vacant Co-opted Governor positions.

Dr N.Land had not yet arrived at the meeting and the Revd. P.Hutchinson left the room whilst a discussion on the proposal and a vote was taken.

It was agreed:

1. That the Revd. P.Hutchinson and Dr N. Land be co-opted as Governors of Stokesley School.
2. That N.Briggs and G.Lindsay be thanked for their work on behalf of the Governing Body during their terms of office.

N. Briggs apologised and left the meeting to attend another appointment.

Dr N. Land arrived at the meeting and was informed of the decision to co-opt him as a governor.

GB46/14: Proposed Timescale for Future Actions:

P. Bartlett referred to the proposed timescale which he had circulated and explained that this included a Level 1 Plan of Key Dates which started when an application to convert was made and ran up to the 1st April 2015.

The Level 2 Plan contained more detailed tasks, their start dates and the duration of each task.

In answer to questions from Governors he advised that;

- Solicitors would be appointed when the application was granted by the DfE and that a list of suitable Solicitors Practices was being drawn up;
- There were questions about governance to be answered within the application;
- The key meeting of the Governing Body would be held in late February/early March 2015.
- That a Project Manager from within the Governing Body should be appointed to head a small Project Team.

The Headteacher confirmed that all staff would be informed of the decision on the morning of Monday 13th October, 2014.

Governors emphasised that they take seriously the concerns of staff with regard to their terms and conditions.

It was agreed that:

1. the proposed timescale be received.
2. P. Bartlett be appointed as Project Manager and that other interested governors, including Revd. P.Hutchinson, be invited to join the Project Team.
3. the Project Team be granted delegated authority during the conversion process.
4. the following Remit be approved;
To manage the conversion process from application to the seeking of final approval by the Governing Body.
To keep the Governing Body informed of progress.
That the Project Team be granted delegated authority during the conversion process.

Signed: (Chair)

Date: