

St FRANCIS XAVIER 6th FORM COLLEGE

MEETING OF THE FULL GOVERNING BODY

Thursday December 14th 2017 at 5.30pm to 8.30pm
To be held in the Board Room (part of the staff room)

AGENDA

<p>5.30pm: ESSENTIAL BRIEFINGS / TRAINING: Equality, Diversity & Inclusion – Mr Ciaran Graham</p> <p>Finances at SFX – Mr Andy Taylor</p>
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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	<p>1. OPENING PRAYER.</p> <p>2. APOLOGIES FOR ABSENCE:</p>
	<p>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. <i>(Form in papers)</i></p>
	<p>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. <i>(Form in papers)</i></p>
	<p>5. MEMBERSHIP & INTRODUCTIONS:</p> <p>5.1. Ms Jess Town, elected Staff Governor (teaching) to be appointed to a 2 year term of office from 14th December 2017</p> <p>5.2. Mr Kevin Bonsu and Mr Emmanuel Siwoku, elected Student President and Vice President / Governor in September 2017 to be appointed to July 2018</p>
6.20pm	<p>6. MINUTES OF THE MEETING HELD ON 11th JULY 2017 – <i>(in papers and previously circulated 3rd October 2017)</i>: For agreement and signing</p>
	<p>7. REVIEW OF ACTIONS FROM PREVIOUS MEETING:</p> <p>7.1. SFX email addresses for governors – now ready for use</p> <p>7.2. Governors invited to fill vacancies on committees</p> <p>7.3. Agreement in principle to have a governor with special responsibility for the religious life of the college</p> <p>7.4. Introduction of Governance Committee</p> <p>7.5. DBS clearances</p>
	<p>8. MATTERS ARISING (other than agenda items):</p>



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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"> • 17.07.17: email from Clerk summarising meeting on 11th July 2017 • various: Monthly management accounts for June, July, Aug, Sept, Oct 2017 • 23.08.17: email from Mrs Flannery with preliminary results data • 29.08.17: email from Mrs Flannery with GCSE results data • 31.08.17: email update on GCSE results • 19.09.17: Report sent as email attachment with cover note from Mrs Flannery "SFX Examination External Assessment Outcomes 2017" • 09.10.17: collective letter to the PM regarding funding • 08.11.17: Autumn newsletter from Clerk
	<p>10. CHAIR'S ACTION: To note meeting of Chair & Chairs of F&RC and Audit Committee on 2nd November to review impact of under-recruitment on funding</p>
6.30pm	11. STUDENT GOVERNORS' REPORT
6.40pm	<p>12. SELF ASSESSMENT REPORT (SAR) for 2016 - 17 - (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 75)
7.40pm	<p>14. ANNUAL REVIEW OF STUDENT PROTECTION POLICY (SAFEGUARDING inc PREVENT): Mr Graham (<i>in papers</i>)</p>
7.50pm	<p>15. ORAL REPORTS FROM GOVERNORS COMMITTEES: (See appendices and draft minutes 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 2017 be approved and signed for submission to the EFA. (<i>in papers</i>)</p> <p>15.1. Audit committee (21st November 2017). To include the Annual Report 2016 – 17 from the Audit Committee to the Governors & Principal (<i>in papers</i>).</p> <p>15.2. Finance and Resources Committee (21st November 2017)</p> <p>15.3. Curriculum Standards and Quality Committee (26th September 2017)</p> <p>15.4. Governance Committee (5th December 2017)</p> <p>15.5. Appeal Committee: (5th December 2017)</p> <p>15.6. Remuneration Committee: has not met</p>
8.10pm	<p>16. GOVERNANCE: Chair / Clerk</p> <p>16.1. Committee Membership: for review to fill vacancies (current membership <i>in papers</i>).</p> <p>16.2. Governor Engagement: Feedback from meetings / conferences etc</p> <p>16.3. Review of Focus morning, 14th October 2017</p> <p>16.4. Vacancies</p>
8.20pm	17. ANY OTHER BUSINESS
	<p>18. 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?</p>

Refreshments will be available from 5.15pm
Date of next meeting of the full Board of Governors: Wednesday 21st March 2018



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