



CANON LEE SCHOOL

Minutes of the meeting of the Full Governing Body held in school on Monday 20th June 2016, at 5.10pm

Present: Miss Sam Buckley(CofG), Mrs S Byrne, Mrs A Davies, Mr Peter Hodge,
Mr John Kesterton, Mr Patrick Looker, Ms Donna McMahan, Mr Rob Orr

In attendance: Mrs Helen Dowds, Mrs W Munro, Mr Matt Halifax,
Mrs Sophie Triffitt (Clerk)

1. Welcome, Apologies for Absence and Declarations of Conflict of Interest

There were no apologies or declarations of conflict of interest.

2. Hope Learning Trust

Introductions were made between governors and Mrs Dowds, the Canon Lee Principal from 1st September 2016.

The Chair of Governors explained that the meeting was convened to update governors on the academy conversion and seek approval of interim headship arrangements.

The Chair of Governors informed the governing body that the academy conversion date has been delayed to 1st January 2017. The Chair of Governors confirmed that Mrs Dowds will be the Principal from the 1st September 2016 but Hope Learning Trust will not be formally sponsoring Canon Lee who in the interim will be working under the Hope Learning Trust banner.

The Chair of Governors emphasised the need for continuing strong leadership to move the school forward in particularly in the event of an Ofsted visit and therefore proposed Brian Crosby be appointed to Executive Headteacher from Monday 27th June 2016 to 31st August 2016. The Chair of Governors confirmed the LA is supportive of this arrangement.

Governors approved the proposal for Mr Brain Crosby to be appointed to Executive Headteacher from Monday 27th June 2016 to 31st August 2016 to fill the gap between Mr Crane's leadership and Mrs Dowds 1st September 2016 Principal appointment date. It was noted that the approval is subject to governors being informed of, and being happy with, how the funding arrangement, costs and contracts will be managed. A governor noted that legally governors need to be certain that appropriate contracts are in place.

The School Business Manager clarified that currently Mr Crane is paid from the Canon Lee budget for having total overall responsibility for the school.

Action: School Business Manager to confirm how Mr Crane is paid and why this is not funded centrally by the LA as part of the support plan.

The Chair of Governors encouraged all governors that if at any point they have concerns or there is something they are not comfortable with to flag it straight away.

In response to a governor the Chair of Governors confirmed Mrs Johnston is aware of the proposal of leadership.

The Chair of Governors informed the governing body that Mrs Dowds has prepared job specifications for SLT and these will be circulated for review and approval at 18th July 2016 FGB.

The meeting closed at 5.20pm.

18/7/16

