

Committee Meeting Minutes Template

Shorefields Technology College

Executive Committee

Quorum

Chair: H Jamieson

Date of Meeting: 10th November 2010

Attendance

Name	Governor*	Associate Member*	Present/Apologies/Absent
H Jamieson	✓		
J Arnold	✓		
C Anderson	✓		
J Coyne	✓		
A Dearden	✓		

*tick box where appropriate

Issues discussed

1. Terms of Reference – Shorefields Technology College Terms of Reference Booklet

Delegation of responsibility p14

Governors discussed the need for delegation of responsibility to individuals

Action

It was decided to keep:

- Child Protection – Catherine Anderson
- Link Governor for LA – Helen Jamieson
- Check on legal obligation for named Governors
If there are some who we don't currently have to be taken to the next Full Governors
- Add new Terms of Reference for 'Students' regarding community (See page 9 of Terms of Reference document)

Governors ratified the Terms of Reference

KIPP – The approach was outlined as a successful approach used in the states for raising levels of attainment in disadvantaged areas. The school is exploring the KIPP approach and would like to develop as a KIPP school.

Action

- KIPP to be presented to Standards Committee who will make a recommendation to Governing Body then to go to Full Governors for ratification
- KIPP papers to be sent to Full Governors and alerted to it's inclusion on the Standards Committee agenda. Add early minutes of KIPP to the papers.

2. School Improvement Plan

Community section will be alerted to include the development of the school feeding positivity into the community following further discussions

Action

- Add page numbers to SIP and format to make it easier to read.
- Ensure actions and outcomes are clear
- Progress to be colour co-ordinated