

Cardinal Newman Catholic School
 Minutes of the Full Governing Body
 Extraordinary Meeting Date: Tuesday 23 February 2016
 Meeting Time: 07.25 hours

| Attendees | Initials | Role | Attendees | Initials | Role |
|---------------------|----------|---|--------------------|----------|---------------------------------------|
| Domenica Maxted | DM | Chair of Governors Foundation Governor | James Kilmartin | JK | Head teacher |
| Graham O'Sullivan | GOS | Foundation Governor | Fr. Kieron O'Brien | KOB | Foundation Governor |
| Suzanne Harmer | HR | Co-opted Governor | Carolyn Sheehan | CyS | Co-opted Governor |
| Cathy Hoar | CH | Foundation Governor | Caroline Shinn | CoS | Parent Governor |
| Claire Webster | CW | Foundation Governor | Roger Galvin | GN | Staff Governor |
| Ian Keating | IK | Foundation Governor | | | |
| Apologies | | In attendance | | | |
| Sandra Murphy | SM | Co-opted Governor | David Harvey | DH | Temporary Clerk to the Governing Body |
| Gemma Bond | GB | Parent Governor | Paul Miller | PM | Deputy Headteacher |
| Louise Hulton | LHu | Foundation Governor | Angela Scott | AS | Finance Officer |
| Kerry Clarke | KC | Local Authority Governor | | | |
| Fr. Kevin O'Donnell | KOD | Foundation Governor | | | |
| Absent | | | | | |
| | | | | | |

**The quorum for the meeting is 50% of the current membership of the Full Governing Body which is 16.
 The meeting was quorate.**

| Agenda Item | Discussion and Decisions | Action |
|-------------|---|--------|
| 1. | Opening prayer The meeting was opened in prayer by KOB. | |
| 2. | Apologies Apologies had been received from SM, GB, LH, KC & KOD. These were accepted. | |
| 3. | Freedom of Information reminder Governors were reminded that business should be conducted in an open way which stands up to public scrutiny and that all non-confidential minutes are to be published on the school's website. | |
| 4. | Declarations of pecuniary and other interest There were no declarations of interest. | |
| 5. | Minutes of the meetings of 20 October 2015 and 21 January 2016 5.1 The FGB agreed that, given the extraordinary nature of the present meeting, approval of the previous meeting minutes and discussion of actions be deferred to the next session, scheduled for 15 March 2016. | |

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| 6. | <p>Admissions and Procedures Policy 2017/2018</p> <p>6.1 CH recalled that this document had been circulated to governors prior to this meeting and asked for formal approval from the FBG.</p> <p>6.2 PM explained that the only change from the 2016/17 policy was the addition of the three feeder schools, St Peter's Catholic Primary in Shoreham, Ancey Catholic Primary in Seaford and St Pancras Catholic Primary in Lewes. This was done after St Peter's in Shoreham objected to being left off as a feeder school. As a compromise, the Diocese agreed that Catholic primary feeder schools can be classed as such to more than one Secondary School.</p> <p>6.3 JK added that the school's admissions policy was subject to adjudication and had recently come through a process of challenge successfully.</p> <p>6.4 CH noted that the FBG gave its formal and unanimous approval to the school's admissions policy for 2017/2018.</p> | |
| 7. | <p>Teachers' Pay Policy 2015/2016</p> <p>7.1 CH stated that this policy had been through a process of agreement with the local authority (LA) and the unions. If governors wanted to change any aspect of it, then this would have to be renegotiated with the unions.</p> <p>7.2 CH drew attention in particular to paragraph 10 – 'additional payments'. Here the school had attempted some flexibility with regard to allowances payable in the context of continuing professional development (CPD). This had been addressed by the remuneration committee, that it would retain the discretion to award such an allowance, if a case was made to it for payment.</p> <p>7.3 CH invited the FGB to approve the policy formally, which was done unanimously.</p> | |
| 8. | AOB - None | |
| 9. | Date of next meeting – 15 March 2016 | DM |

Signed _____ Chair of Governors Date _____

Documents attached to the minutes:

1. Admissions policy and procedures 2017/2018
2. Teachers' pay policy 2015/2016 (clean & tracked versions)