

Darell Primary and Nursery School

Minutes of the EXTRAORDINARY Meeting of the Governing Body held at the School on Friday 17th November 2017 at 9am

Constitution and Membership

Membership Category	Appointed By	Name	End of Term of Office
LEA (1)	LEA	David Linnette	Nov' 18
Parent (2)	Election	Fiona Booth Alan Hamilton	Feb' 18 Mar '21
Headteacher		Karen Bos	N/A
Staff (1)	Election	Vacancy	
Co-opted (9)	Governing Body	Janet Deboo Anna Gilbert Jenny Mikkelsen (Vice-Chair) Tracey Mullins Kate Scally Joanne Winship Susanna Zotov (Chair) Vacancy	Dec' 18 Dec' 17 Dec '19 Jun' 18 Dec' 18 Dec' 18 Sept' 21
Associate Member	Governing Body	Jane Spencer	Sept' 18

bold = absent

Also attended: Kate Nepstad (Clerk)

	<i>Chair Susanna Z explained that item 4 would be taken before confidential item 3, for clarity.</i>	ACTI ON
1	Welcome and Apologies for Absence Apologies for absence were received from Tracey Mullins, Jane Spencer and Janet Deboo. The apologies were accepted by the Chair. Written comments were provided by Tracey M.	
2	Declarations of Interest No interests were declared.	
4	Next steps for joining Every Child, Every Day MAT	
a.	Update on recent progress <u>June 2017</u> Susanna Zotov explained that when the decision to convert to an academy as part of the Every Child, Every Day MAT was made in June 2017, it was believed that the application would be considered at a Headteachers' Board in September	

	<p>2017. This was delayed in order that Darell's application be considered alongside a local secondary school which was also applying to convert to become an academy and join ECED MAT.</p> <p><u>October 2017</u> The school community was informed of this delay in a letter to all parents and staff.</p> <p><u>November 2017</u> Susanna Z spoke to Frank K (Chair of the Trustees, ECED MAT) on 14th November and he confirmed that the RSC had agreed to move forward with Darell's application and would like to consider it at a Headteachers' Board in either December 17 / January 18.</p> <p>Q Why does the application need to be resubmitted? The previous application was made under a former Chair and during the previous financial year. These details need to be updated and the application resubmitted.</p> <p>ACTION: Susanna Z to check the wording to confirm if the GB is resubmitting or updating the original application form?</p> <p>ACTION: Susanna Z to check if the local secondary school will be considered at the same HT Board and report back to full GB.</p> <p>b. Risk Assessment review It was decided that the risk assessment document would be updated and reviewed at FGB on 12th December. It was noted that the MAT now has a Financial Director and a meeting should take place as soon as possible to resolve some of the as-yet unconfirmed financial implications. This detail can then be added to the risk assessment document.</p> <p>c. Next steps for joining Every Child, Every Day MAT Governors agreed that the updated application should be resubmitted.</p> <p>ACTION: Susanna Z to resubmit updated application.</p> <p>ACTION: Susanna Z to organise meeting with new Financial Director.</p>	<p></p> <p></p> <p></p> <p>SZ</p> <p>SZ</p> <p></p> <p></p> <p>SZ</p> <p>SZ</p>
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The meeting ended at 9.55am

Signed by the Chair _____