



Minutes of the meeting of the Governing Body held on Thursday 15 May 2014 at 4.00 pm.

Governing Body:

(-)David Hoggins	DH	Chair
(+)Debbie Andrews	DA	Vice Chair
(+)Brig. Iain Pretsell	IP	Partnership Governor
(+)Ian Hylan	IH	Executive Principal
(+)Judith Langley	JL	Co-opted Governor
(-)Charlotte Morley	CM	Co-opted Governor
(+)Moirra Nairn	MN	Co-opted Governor
(+)Sarah Symes	SS	Co-opted Governor
(+) Paula Evans	PA	Co-opted Governor
(+)Mark Adams	MA	Partnership Governor
(-)Darren Bowen	DB	Parent Governor
(+)Simon Goldsmith	SG	Parent Governor
(+)Philip Goddard	PG	Parent Governor
(+)Paul Mckinney	PM	Staff Governor

In attendance:
 Hilary Jorgensen HJ Clerk to Governors

Item		Action
1.	Apologies: Apologies were received and accepted from David Hoggins, Darren Bowen and Charlotte Morley.	
2.	Declarations of Interest: There were no Declarations of Interest for the meeting.	
3.	Constitution: Parent Governor: Elections will take place in September 2014 when the new intake has joined. Staff Governor: Paul Mckinney would be resigning with effect from July, when he emigrates to New Zealand. The Staff Governor vacancy would be announced to staff and elections held. The governors recorded their thanks to PM for the help he had given during his term of office and wished him well for the future.	PM/JL
4.	Minutes of the last meeting: The Minutes of the meeting held on 20 March 2014 were agreed.	

5.	<p>Matters Arising: The investigation of an over-arching Safety Policy (PE) and consideration of the Marketing Role (JL) were still in progress. All other outstanding items would be covered by the Agenda.</p>	
6.	<p>Leadership Report: JL gave a verbal report highlighting:</p> <ul style="list-style-type: none"> a) There was a vacancy to be filled in the Maths department. A more detailed report on staffing would be delivered to the next Staff & Students Committee on 20 June. b) Year 10 was presenting well; further details would go to Teaching & Learning Committee on 6 June. c) The College would be increasing its language provision in September with the commencement of German for the first time. d) Quality of Teaching and Learning: full data would be available at the T & L Committee on 6 June. The third round of observations had now taken place resulting in: 12 teachers judged as 'Outstanding' (31%) 23 teachers judged as 'Good' (61%) 3 teachers had received 'RI' (7%). These were new young teachers who were wavering between 'RI' and 'Good'. Full support is being given. e) The 'Going for Gold' programme was proving very successful and there was great confidence in the process. f) A very positive visit had been received from representatives of some Short Stay schools and it was hoped that further liaison with them would be forthcoming and beneficial on both sides. g) Michael Gove had visited the College and been very impressed with the teaching and standard of work that he had seen. h) SHAPE: The Primaries were still seeking clarification over the Assessment process. i) IH commented that it was apparent that there were fewer 'emergency' situations arising during the day and that a calmer atmosphere prevailed throughout the College. <p>College Development Plan : Updated copies had been circulated prior to the meeting and the governors congratulated the College on achieving the 'green' areas. It was felt that Ofsted targets were being met, students were making good progress and the gap with the national average was closing. In answer to queries about the 'red' High Band English outcome, JL pointed out that only two students had been targeted and that focus would be placed on these students. Queries were made about the 'green' evaluation of the Leader and Management section, when some middle leaders have been criticised. JL reported that the staff concerned were leaving and that new experienced staff have been recruited to resolve the issues. JL reported that overall there were no major concerns.</p> <p>Next year's CDP would focus on: raising achievement and progress, ensuring marking leads to improvement, further encouragement of high</p>	

	<p>achievers, and better provision for KS3. A draft would be available for governors at the July FGB.</p>	JL
7.	<p>Committee Reports: Resources Committee: The minutes of the meeting held on 25 April had been circulated prior to the meeting, together with a summary sheet showing an update of the financial situation.</p> <p>Teaching and Learning Committee: There had been no meeting since the last reported on 14 February. The next meeting was scheduled for Friday, 6 June; the focus of the meeting would be data.</p> <p>Staff and Students Committee: There had been no meeting since the last reported on 14 March. The next meeting is scheduled for Friday, 20 June.</p> <p>Federation Steering Group: Minutes of the meeting of 24 February had been circulated. A review of the future of the Federation was due in 2015 and both Governing Bodies/Strategy Groups need to hold discussions prior to this.</p>	
8.	<p>Proposals for Governors Succession Planning: MN presented a comprehensive document on Governing Body Succession Plan/Elections. Further discussions would be held at the S & S Committee on 20 June, so that elections (re 2014/15) could take place at the July FGB. All governors were asked to complete and return a Governor Development Plan. MN agreed to draft a Job Description for each Chair/Vice Chair role and send out to Chairs for validation.</p>	
9.	<p>Policies for Ratification:</p> <ul style="list-style-type: none"> a) Admissions Policies: Ratified b) E-safety Policy would go to S & S Committee. <p>It was emphasised that all staff should be made aware of this.</p>	
10.	<p>Report on Hot Topics: MN circulated a summary and ran through the main points:</p> <ul style="list-style-type: none"> a) Most importantly, all staff should be made fully aware of the Keeping Children Safe in Education (April 2014). It was agreed that all staff should sign off that they have read the document. b) It is an expectation that all governors understand the Data Dashboard and MN distributed a list of questions for governors to note/employ. 	
11.	<p>'Governor Visits' JL issued invitations to the governors to visit the school on: 16 June: Posh Togs Day (Year 11) 27 June: Sports Day</p>	

	<p>1 and 2 July: Induction Days (new Year 7) 3 July 2014: Inter House Maths Challenge. JL would send out further information on these dates. It was agreed that Governor Days next year would also be linked to specific events in the calendar.</p>	
12.	<p>Chair's Actions: See Part Two.</p>	
13.	<p>Governor Training: Information of courses is available on website and Handbook is with MN.</p>	
14.	<p>Future Agenda Items: a) Meeting Dates 2014/15: A draft schedule would be produced. b) Strategy: See Part Two.</p>	HJ/SB
15.	<p>Items to Report to Staff: Governor Staff vacancy.</p>	PM
16.	<p>PART TWO: See separate sheet.</p>	
17.	<p>Date of Next Meeting: Thursday, 10 July at 4.00 pm in the Conference Room.</p>	ALL

Meeting closed 6.25 pm

Chair of Governors:.....

Date:

KINGS INTERNATIONAL COLLEGE

Minutes of the meeting of the Governing Body held on Thursday, 15 May 2014.

PART TWO : CONFIDENTIAL

Item		Action
16.	<p>Governors Strategy Group: It has been agreed that the Strategy Group will consist of the Head of College, Chair of Governors and Chairs of the Governors' Committees and Sarah Symes.</p> <p>Land Issue: IH updated the meeting. As a Foundation School the land title should have been transferred to Kings from Surrey. This has not happened. This is now an issue as Farnborough Fins are willing to undertake repairs to the Swimming Pool in the region of £135,000. The tender is in process but unless Kings have the land title there is no security for Farnborough Fins. Farnborough Fins are prepared to go ahead without any legal security and therefore the College has signed a 'Letter of Comfort' to confirm 'good intent'. The latest information from Surrey shows that there is likely hood of a charge being laid against the land title; on the sale of any College land £675,000 is to be reimbursed to Surrey to cover the cost of clearing King's deficit in the past. It is now evident that any transfer will have that instruction marked on it.</p> <p>IH reported that the Surrey County Council are not prepared to license a further deficit and the College needed to explore other solutions to resolving the deficit.</p> <p>It was agreed that the Strategy Group should meet to discuss the future of Kings and to explore the possibility of Academy Status. The Strategy Group will keep the governors briefed and report back at the next FGB on 10 July 2014.</p>	

Chair of Governors:.....

Date:.....

Kings International College

Summary of Actions Arising from Full Governing Body Meeting 15 May 2014.

Item		Responsibility
6.	Prepare and provide a draft of next year's CDP for the Full Governing Body meeting on 10 July 2014.	JL
8.	Complete and return Governor Development Plan sheet. Draft Job Descriptions for Governor Chairs.	ALL MN
9/10.	Take steps to ensure all staff are aware of 'Keeping Children Safe in Education' document.	JL
11.	Participate in Governor Visits.	ALL
12.	Announce Governor Staff Vacancy to staff. Elect new member.	PM/JL
17.	Date of next meeting: 10 July 2014 at 4.00 pm.	ALL
Part 2	Strategy Group to hold meeting and report back to FGB.	JL/DH