

**MEADOW VIEW PRIMARY SCHOOL
MEETING OF THE STRATEGIC PLANNING
COMMITTEE
10 SEPTEMBER 2019 AT 4.45PM**



AGENDA

SP1. APOLOGIES FOR ABSENCE

- 1.1 To accept apologies for absence
- 1.2 To receive, but not accept, apologies for absence

SP2. DECLARATION OF PERSONAL AND BUSINESS INTEREST

- 2.1 Individual governors to declare any personal or business interests on any item on the agenda

SP3. MINUTES OF PREVIOUS MEETINGS

- 3.1 To approve the minutes of the meeting held on 14th May 2019
- 3.2 To discuss matters arising from the minutes of the last meeting:
 - Arrangements for external review of governance – update KS
 - JMAT CEO attendance at September Inset Day – update KS
 - AB to send a list of documents he would expect KS and BV to have to review and sign before academy conversion
 - KT to request sight of Engie Compliance Checklist for circulation to governors
 - AB to circulate agenda planner document to all governors seeking feedback on content and frequency of items
 - KS to forward to all governors the school meetings plan for 2019 20
 - KS to remove DE details from the GIAS website, effective date 12/2/19
 - TW to contact RMBC Parents Group to seek interest in becoming a governor
 - TW to seek nominations from governing body for the role of head teachers appraiser
 - TW to share details of upcoming governors forum meetings
 - TW to ask governors about the impact of training undertaken and what they would like to access this year
 - TW to type up 20 questions summary and add suggested actions to each area
 - KS to consult with staff and parents regarding proposed changes to the timing of the school day

SP4. TERMS OF REFERENCE FOR STRATEGIC PLANNING COMMITTEE

- 4.1 To review terms of reference for the strategic planning committee
- 4.2 To table at next Full Governing Body Meeting for ratification

SP5. AGENDAS FOR FORTHCOMING MEETINGS

- 5.1 To review the agenda plan for the coming year
- 5.2 To review policies for approval/review and allocate to specific meetings

SP6. REVIEW OF GOVERNOR PARTICIPATION

- 6.1 Review of participation in 2018 19
- 6.2 Publication of attendance on school website site

SP7. GOVERNORS' TERMS OF OFFICE

- 7.1 To review governors terms of office.
- 7.2 Review current vacancies.

SP8. REVIEW OF GOVERNORS' SKILLS AND TRAINING

- 8.1 To review governors skills and plan for 2019 20 - TW

SP9. THE SCHOOL DEVELOPMENT PLAN (DEP) 2019 20

- 9.1 Strategic overview of the development plan (DEP). – KS
- 9.2 Review of the Governor Development Plan - TW
- 9.3 Updating of the School Self Evaluation Form (S.E.F.) - KS
- 9.4 Academy update – KS

SP10 CONFIDENTIALITY

- 10.1 To determine any confidential items.

SP11. DATES OF FUTURE MEETINGS

- 11.1 To review the dates of meetings for the academic year

SP12. OTHER BUSINESS

- 12.1