

BEECHWOOD PRIMARY SCHOOL

SPECIAL FGB MEETING

Date:	21 March 2017
Present:	Michael Holt (Chair), Nick Oakley, Gordon Davies, Richard Harrod, Richard Skegg, Archana Kakar, , Mohamed Oubihi, Archana Kakar, Soha Hafez, Andi Blinco, , Julie Baker, Rev Eddie Marquez, Shelagh Flower and Rakhee Sharma.
Clerk:	Jenny Sumner

NEXT MEETING
Tuesday 18 July 2017 – 7pm

17/ 17	Apologies of Absence			
	Apologies were received from Mohammad Oubihi.			
18/ 17	Declaration of Business Interests by Governors Present			
	No interests were declared.			
19/ 17	Governor Portal by Matt Lovegrove			
	<p>Matt Lovegrove gave Governors an overview of the new online Governor Portal which will be set up for Governors to sort files and have discussions on in between meetings. The Portal uses Google Apps and is secure, only one view of a document is held and comments can be made so other Governors can see who had looked at the documents and what their comments are.</p> <p>Folders for each committee have been set up and only Governors who attend that committee will have access to that folder.</p> <p>Each Governor will have a new email address to enable them to look into the Portal this will make for easier communication between staff as well when it comes to Link Governor visits. Links to external sites for data can be added to the Portal.</p> <p>The total cost of setting up this Portal is £6, for buying the domain name for the site.</p> <p>A full hands on training session will take place on Tuesday, 20 June at 7pm in the ICT suite. The clerk will upload some documents prior to that session.</p>	Proposed	Seconded	Action
				Clerk
20/ 17	Update on the financial position and consideration of any action required by Wokingham Borough Council			
	This was covered in Part 2.			

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21/ 17	Staffing in the Autumn Term			
Q	<p>Gordon Davies reported to Governors the situation for the deputy headteacher position from September onwards. Governors made an agreement that they would support the extension of the acting deputy headteacher for the whole of next academic year on a four day a week contract. This will allow the deputy headteacher time to return to work once she has recovered fully.</p> <p>Gordon Davies shared the proposed staffing structure for September. There were questions over whether or not the Schools Direct placement teacher should have a full time mentor.</p>			
22/ 17	Any Other Business			
	<p>Rev Eddie Marquez advised Governors that he was temporarily unavailable as an associate Governor due to personal reason but will be return next calendar year.</p>			
	Date and Time of next Meetings			
	<p>Tuesday, 13 June 2017 – Curriculum & Welfare Committee – 7pm Tuesday, 20 June 2017 – Governor Portal – 7pm Tuesday, 18 July 2017 – Full Governing Body Meeting – 7pm</p> <p>The meeting closed at 8.05pm.</p>			