



MINUTES OF MEETING Thursday 17th January 2008

Present

Governors

Judy Falp, Russell Palmer, Adam Humphries, Sybil Mlambo, Terry Shepherd, Penny Batchelor, John Atkins, Liz Stanley

Also present

Sara French (Clerk)

	Actions
1. Apologies None	
2. Declaration of Interest None	
3. Grounds Maintenance John Aitkens has been tasked with finding ways to reduce the cost of grounds maintenance. He has obtained two quotes so far and will report back in full with his findings later on in the year.	JA
4. Chairs Correspondence a) Bristol Summaries b) Governor Newsletter c) Support and Intervention Targets d) Professional Standards for Teachers All items will be put in the Governor Library.	
5. Absence Target Liz Stanley proposed Attendance Target for 2007/2008 should be set at 95.1%. All Governors agreed this target.	
6. IT Equipment Judy Falp briefly outlined the quote to update IT systems within the school. Liz agreed to work out the final figure and present to the GB at the next meeting.	LS
John Aitkens proposed the purchase of the new IT equipment, funding it with a 3 year interest free loan (subject to agreeing the final figure). Russell Palmer seconded. All Governors voted in favour.	
7. Governor Self Audit All Governors read through the questionnaire and answered each question with a rating of 1, 2, 3 or 4 (with 1 being good and 4 being poor). Judy collated the agreed results on one form and will now make a plan focussing on areas for development.	JF

