**Eastlea PRIMARY SCHOOL**

**AGENDA – Spring Term 2015**

**Facilitated Discussion : 25th February 2015**

**Time : 4pm**

**Topic : Governors skills**

 **audit/training needs analysis**

 **(See attached )**

**MEETING: 4PM Wednesday 25 February 2015**

**PART 1 (Classified non-confidential)**

**Items discussed under Part 1 of this agenda will not be classified as confidential: consequently the minutes and supporting documents should be made available to any person wishing to inspect them.**

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|  |  |
| **REGULAR ITEMS** |  |
|  |  |
| 1. Apologies for Absence and their acceptance or otherwise.
 | ACTION(STATUTORY) |
| 1. Membership Update – appointments/resignations/vacancies.
 | DISCUSS |
| 1. Declaration of personal or pecuniary interest in any agenda item.
 | DISCUSS(STATUTORY) |
| 1. Consider Minutes held on 22 October 2014 (attached).
 | ACTION(STATUTORY) |
| 1. Review Action Grid – delegated tasks.
 | DISCUSS |
| 1. Other Matters Arising.
 | DISCUSS |
| 1. Receive Minutes of Committee meetings held during the term
 | RECEIVE(STATUTORY) |
| 1. Review of committee membership, delegation to Head Teacher (attached) and terms of reference for committees (if appropriate).
 | ACTION |
|  |  |
| **SCHOOL ACCOUNTABILITY ITEMS** |  |
|  |  |
| 1. Headteacher’s Report (attached).
 | DISCUSS |
| 1. Budget Update (to be tabled at the meeting).
 | DISCUSS(STATUTORY) |
| 1. Governors’ Report (attached).
 | DISCUSS |
| 1. School Voluntary Accounts (if appropriate)
 | RECEIVE |
|  |  |
| **LOCAL AUTHORITY REPORTS –****Copies of documents available on** [**www.northumberlandlea.net**](http://www.northumberlandlea.net) |  |
| 1. Update of HR Policies and Procedures:
* Disqualification by Association Requirements
 | NOTE/ACTION |
| 1. Complaints Procedure
 | NOTE/ACTION |
| **CONCLUDING ITEMS** |  |
|  | DISCUSS |
| 1. Urgent Business – with the approval of the Chair.
* Feedback from Cramlington training event
 | DISCUSS |
| 1. Dates of Future meetings

Suggested dates:* Summer term 2015 – 17 June 2015
 | NOTE / ACTION |

**FOR INFORMATION – Items discussed at Chairs’ Briefings:**

**Copies available on the governor page at:** [**www.northumberlandlea.net**](http://www.northumberlandlea.net)**)**

* **Draft Agenda**
* **Termly Briefing papers on Agenda items**
* **HR Policies and Procedures outlined at item 13**

**Link to Governors’ Handbook – Version 3 – September 2014:**

<https://www.gov.uk/government/publications/governors-handbook--3>

**Presentations and supporting information shared with Chairs/Vice Chairs at the termly briefing sessions are available in the governance pages at:** [**www.northumberlandlea.net**](http://www.northumberlandlea.net)**.**

**PART 2 (Classified confidential)**

Matters discussed in this part of the agenda will be classified as confidential and minuted as such. Any reports circulated with the agenda papers are enclosed for governors only, coloured pink and marked ‘Not for Publication’