

Soaring Skies Federation

MINUTES Full Governing Board Extra Ordinary Meeting Thursday 31st October 2019, 6pm

Members Present: Adrian Boyd, Amy Coyle, Claire Barton, Caroline King (*Executive Headteacher*), Dona Henriques (*Chair*), Kelly Durcan

Apologies: Laila Torsun

Clerk: Chenelle Blake

Part 1: Non-Confidential – Main Business	
1.	Governing Board Organisation
1.1	<p>To welcome all governors, record attendance and apologies:</p> <p>Dona welcomed Governors to the Extra-Ordinary meeting, which was convened for the purpose of reviewing and confirming membership, particularly to vote on the renewal of expired terms of office and appoint a Vice Chair and Committee Chairs.</p> <p>Apologies were received in advance of the meeting from Laila Torsun.</p> <p>Governors consented to the absence, confirmed the meeting was quorate and proceeded accordingly to business.</p>
1.2	<p>To review the Instrument of Government</p> <p>Governors reviewed the IOG and confirmed no changes for 2019/20.</p> <p>It was noted that the IOG stipulates that the governing body shall consist of:</p> <ul style="list-style-type: none">• 2 parent governors• One LA governor• One staff governor• One Executive Headteacher• 7 co-opted governors <p>The total number of governors will be 12.</p> <p>The term of office of all governors is 2 years.</p>
1.3	<p>To review and vote on renewal of membership/terms of office coming to an end and appointment of vacant governor roles.</p> <p>It was noted that Amy Coyne was appointed at the Staff Governor for period 2019-2021, following the recent Staff Governor election. Breanainn Lambkin was thanked for his commitment and contribution to the Governing Board.</p> <p>The clerk advised that Paddy Cassidy stepped down from the Governing Board, which creates a vacancy for a Co-opted governor, in addition to the Co-opted vacancy which arose following Annie Wright's resignation.</p> <p>It was noted that the following governors' terms of office are due to come to an end and governors voted accordingly to renew membership:</p> <ul style="list-style-type: none">• Claire Barton, Co-Opted Governor – <i>Governors unanimously agreed to renew the term of office for the period 2019-2021.</i>

- Dona Henriques (*Chair of Governors*), LA Governor – *Governors unanimously agreed to renew the LA Governor term of office for the period 2019-2021; awaiting final approval by Hackney Cabinet.*
- Kofi-Mills Bampoe (*Chair of Finance Committee*), Co-Opted Governor - *Governors unanimously agreed to renew the term of office for the period 2019-2021.*
- Kelly Durcan, Parent Governor - *Governors unanimously agreed to appoint Kelly as a **Co-opted Governor** for the period 2019-2021.*
- Laila Torsun, Co-Opted Governor - *Governors unanimously agreed to appoint Kelly as an **Associate Governor** for the period 2019-2021; therefore, creating a 3rd Co-Opted Governor vacancy to be recruited.*
- Parent Governor vacancy – *awaiting outcome of parent election at Thomas Fairchild School.*
- Parent Governor vacancy - *to be advertised in January 2020*
- Co-Opted Governor vacancy – *Governors agreed to recruit via Inspiring Governance*
- Co-Opted Governor vacancy - *Governors agreed to recruit via Inspiring Governance*
- Co-Opted Governor vacancy - *Governors agreed to recruit via Inspiring Governance*

Confirmed membership for the Soaring Skies Federation Governing Board:

- Adrian Boyd, Co-Opted Governor
- Amy Coyne, Staff Governor
- Claire Barton, Co-Opted Governor
- Dona Henriques, LA Governor - *awaiting final approval by Hackney Cabinet*
- Kofi-Mills Bampoe, Co-Opted Governor
- Kelly Durcan, Co-Opted Governor
- Laila Torsun, Associate Governor
- Parent Governor vacancy – *awaiting outcome of parent election at Thomas Fairchild*
- Parent Governor vacancy – *election to be held in January 2020*
- Co-Opted Governor vacancy
- Co-Opted Governor vacancy
- Co-Opted Governor vacancy

1.3

To review and elect the Vice Chair, Committee Chairs and confirm Committee membership:

It was noted that Kelly Durcan submitted an expression of interest for the role of Vice Chair. There were no other expressions of interest received or declared at the meeting.
Kelly left the room and Governors voted accordingly.

Governors **unanimously** agreed to appoint Kelly as the Vice Chair of Governors.

Governors **unanimously** agreed to appoint Kofi and Adrian as Co-Chairs for the Finance and Resources Committee.

Governors **unanimously** agreed to appoint Claire as the Chair for the Teaching and Learning Committee.

Membership of the Finance and Resources Committee was confirmed as the following:

- Caroline King (*Executive Headteacher*)
- Kofi Mills-Bampoe (*Committee Co-Chair*)
- Adrian Boyd (*Committee Co-Chair*)
- Dona Henriques

Membership of the Teaching and Learning Committee was confirmed as the following:

- Caroline King (*Executive Headteacher*)
- Claire Barton (*Committee Chair*)
- Kelly Durcan
- Amy Coyle
- Laila Torsun

	<p>It was noted that once the Parent Governor is confirmed, the committee membership will be further reviewed at the next FGB meeting.</p>
1.4	<p>To review and confirm start time of FGB and Committee meetings:</p> <p>Governors agreed the following:</p> <ul style="list-style-type: none">• Full Governing Board meetings to start at 6:00pm• Finance and Resources Committee meeting to start at 6.30pm• Teaching and Learning Committee meetings to start at 6:00pm <p>It was noted that the location of each meeting will alternate between both school sites (Thomas Fairchild and Colvestone)</p>