

**AMENDED MINUTES FOR FULL GOVERNING BODY MEETING  
Thursday 2<sup>nd</sup> MARCH 2017 at 6.30 PM**

**1. Present**

- Mr Razwan Ali (New Parent Governor)
- Terance Glasspool (Co-Opted Governor w.e.f. 18/06/15)
- Ms Suado Jabrel (New Parent Governor)
- Kerrie Holland (Parent Governor)
- Kalsom Khan (Head teacher)
- Chris Lawrence-Pietroni (Parent Governor)
- Azhar Qayum (Parent Governor)
- Nick Roberts (Teacher Governor)
- Sylvia Williams (Parent Governor)
- Beki Stoiber (Observer)

**2. Apologies:**

- Mike Midgley (Co-Opted Governor w.e.f. 18/06/15)

**3. Absent/Resignations**

	<b><u>ACTION TO DO</u></b>								
<p>Open and welcome by Chair</p> <p><b><u>Apologies &amp; Welcome</u></b></p> <p>KK informed Governors advert has gone out to replace Jameela – Parent Governor Vacancy. Awaiting LA replace Mohammed Alavi (LEA Governor).</p> <p><b><u>1. Declaration Of Business Interests (pecuniary interests)</u></b></p> <p>Governors were asked to declare any changes to business interests for this academic year 2011/17. Response: no changes.</p> <p><b><u>2. Governors Code of Conduct – See AOB</u></b></p> <p><b><u>3. Ground Rules</u></b></p> <p>Reminded Governors of the Ground Rules agreed at the previous meeting:-</p> <ol style="list-style-type: none"> <li>1. Agenda Control. Have a Time Keeper, raise Yellow card = 2 minutes left or raise Red card = stop.</li> <li>2. Present item, discuss and then have questions afterward to allow everyone an opportunity to contribute and add their experiences.</li> <li>3. Avoid repetitions by recapping an entire agenda item that appeared on a previous agenda. Give updates only.</li> <li>4. Although we appreciate the need to use some technical language, we will avoid the use of jargon where possible. However, add an explanation if jargon needs to be used.</li> <li>5. All agree to begin the meeting promptly.</li> </ol> <p><b><u>4. Minutes of Meeting 30/01/17</u></b></p> <p><b>Action:</b> – Amended as follows:- Item 4. Minutes of 30/01/17 ‘Matters Arising 08/12/16’ Action 8e. Staff wellbeing survey - NR confirmed sent out results of survey to staff.</p> <p>AQ explained during discussion on data looked at New Syllabus. Statistics look low for KS1 but being monitored. However, after test analysis show better outcomes and Governor’s noted this.</p> <p>The Governing Body agreed the minutes were a true accurate record and agreed for C.L-P to sign following amendments. Proposed by NR and seconded by SW. KK filed signed copy in GB file.</p> <p><b><u>IMPACT on Learning and Teaching:</u></b></p> <p><b>Governors had a good understanding of whole school priorities and were involved in strategic action planning.</b></p>	<p><b>1. KK PG Vac</b> <b>LEA Gov Vac</b></p>								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">√</td> <td style="width: 25%; text-align: center;"><b>Challenge</b></td> <td style="width: 25%; text-align: center;">√</td> <td style="width: 25%; text-align: center;"><b>Compare</b></td> <td style="width: 25%; text-align: center;">√</td> <td style="width: 25%; text-align: center;"><b>Consult</b></td> <td style="width: 25%; text-align: center;">√</td> <td style="width: 25%; text-align: center;"><b>Competition</b></td> </tr> </table>	√	<b>Challenge</b>	√	<b>Compare</b>	√	<b>Consult</b>	√	<b>Competition</b>	
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**5. Matters Arising:-  
Governing Body Meeting 30/01/17 - None**

**6. Committee Reports  
Achievement and Attainment Committee – None next meeting is: 24/03/17**

**Finance Committee – 07/02/17**

KK explained the Committee had discussion on fee for agency staffing and cost of supply staff. There is a sufficient Carry Forward Balance of approximately 8% for 2017-18 and will be able to confirm upon receipt of budget figures.

**Governors Questions:-**

- a) *What is the actual carry forward figure?* KK explained she has not got the specific figures at the moment. However, the Committee carefully looks at the expenditure as unsure of actual figure until receive 'Pupil Premium'. Going forward as they are aware budgets are going to be cut they need to be careful regarding expenditure.
- b) *How do we look financially and what is the budget in the reserve?* KK responded: 8% but BCC LA recommends 6%. They have been careful with spending as previously explained.
- c) *Does the School Business Manager (Julie) utilise grants?* C.L-P responded: Yes and is very good at this. TG also explained Julie has previously attended meetings and explained the areas where she managed to obtain grants. Governors discussed general and restricted reserves.

**Action:** Governors accepted C.L-P suggestion to invite Julie (Associate Governor Finance) to next GB meeting 03/04/17 to brief Governors on the financial position, includes restricted reserve.

**General Purposes Committee – None**

**IMPACT on Learning and Teaching:**

**Governors had a good understanding of whole school priorities and were involved in strategic action planning. Also understood the importance and the impact of 'good standard of teaching' to improve Children's learning.**

√	Challenge	√	Compare	√	Consult		Competition
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**7. SEND Information from SENCO – Presentation by: Beki Stoiber (SDP Priority 1&2)**

Beki circulated and explained copy of her report to Governors including SEND Policy and Provision.

**Governors Questions:-**

- a) *What does EHCP mean?* BS explained Education Health Care Plan which is a new statement. This involves a range of specialists who put together plan required for pupils with special needs such as; Autism, Physical Disabilities, Cerebral Palsy (CB), Sensory Support for those visually and hearing impaired. They get 6 months to put together an EHCP. It is also getting harder to get pupils an EHCP under the new statement. The new 'Crisp' criteria have 16 descriptors.
- b) *Does every professional get involved in every direction of these pupil's plans?* BS responded yes, as they need to show what support is given to each pupil.
- c) *Do pupils receive the same amount of support under the new statement?* BS responded no and explained a pupil under old statement may get 12 hours but nowhere near the same amount under the new statement.
- d) *Does the school have to pay extra if a pupil requires more hours?* BS responded yes.
- e) *Does the school get extra funding for a pupil is on an EHCP?* BS responded no.
- f) *Do you get funding for Special Needs?* BS responded yes and explained running this on a 'shoe string'. E.g. In 2016 only got an extra £26k to spend on areas such as TA Phonics Training which relate to SEND, had 12 EHCP (now down to 10 as 2 moved from Park Hill School) and if add 1 TA then this

**6 Finance Cttee  
Julie to brief  
GB 03/04/17**

adds to costs.

- g) *You commented in your report (Page 1) 'Expectations of new curriculum and assessment methods have had a negative impact on standards for SEND pupils'. Is there a similar difficulty in Mainstream?* BS explained it is difficult to say. KK also explained yes however, you can't match 1 cohort against another as it depends on the nature of the SEND pupil.
- h) *How do we make sure progress is being made?* BS explained via using a Continuum Tool Kit.
- i) *What is Continuum?* BS explained it is a tool kit used for SEND pupils and work towards identifying gaps where pupils might fall.
- j) *Would data be able to measure pupil progress?* KK responded yes and explained statements do cover this and work on a percentage.
- k) *Is there real purpose or value especially those SEND pupils on the highest need, to be marked/measured against the National Curriculum?* KK responded yes and they have to capture information in a different way. Other schools such as Kings Heath and Wheelers Lane are using different measures which work.
- l) *What are the reasons for the absenteeism?* BS explained pupils in hospital, medical appointments or due to parental issues.
- m) *Do you have a register and what are the reasons for low attainment?* BS yes and reasons for example include; pupil's maths appalling due to persistent lateness or not attending led to missing maths lessons, despite school's input and interventions to support family.
- n) *Regarding pupil behaviour - Is there any danger to other pupils, do you put pupil on a reduced timetable?* KK where pupils are violent or aggressive they do a risk assessment and work with Social Services with interventions to ensure pupil gets the right place and receives the right support. Governors discussed concerns and how they may support pupils regarding 1 question on pupil behaviour, raised on recent Pupil and Parent Questionnaire analysis. Governors are informed of any pupil exclusions via Head teacher's report.
- o) *At what stage do you identify a pupil as SEND and require EHCP?* BS explained most parents notify the school and some pupils already have paediatrician or speech and language specialist involved who notify school.

**Action:** Chair (C.L-P) informed Governors need a SEND Governor and explained role, meet once a term and feedback any issues to the Governing Body. **SW volunteered** for role of SEND Governor.

**IMPACT on Learning and Teaching:**

**Governors had a good understanding of SEND Policy, Provision and the importance to assist whole school priorities and were involved in strategic action planning.**

√	Challenge	√	Compare	√	Consult		Competition
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**8. Head Teacher's Report – KK Circulated copy of report to Governors -**

**8.1 KK explained Standards and Progress, Monitoring and Evaluation (SDP 1)**

- Assessment week is next week; assessment information will be analysed and brought to A&A before coming to Full Governors.
- A STEP peer review took place today, 02/03/17 with a focus on reading. The report and action plan will be shared with Governors once finalised.

**8.2 Social and emotional aspects of learning**

**OFSTED ISSUE: Pupil's behaviour on the playground, particularly at lunchtime, is not always as good as that in lessons and can lead to accidents that are preventable.**

- Accident analysis was looked at in detail by General Purposes Committee.

**8.3 Safeguarding and Health and Safety (SDP Priority 2)**

A focus in the Audit at the end of last half term, with 8 tests (including PREVENT): One recommendation was given about having new Governors have their DBS check done promptly (within 5 weeks) and ensuring that a risk assessment was in place whilst the DBS check was awaited i.e. no unsupervised contact with pupils.

**Summary to date 2016-17**

- **Number of referrals to Social Services: 0**

7(o) Clerk to update Cttee M-ship List - SEND Gov

- Number of reports to **Children Missing in Education team: 0**
- Number of children in a **Child Protection plan: 2**
- Number of **Looked After Children** (in foster care): 2 (LAC leader is Mrs Stoiber)
- Number of Children on a **Child in Need Plan: 2**

There are children throughout the school who are being monitored but have not been referred to Social Services.

**Staff training on Child Protection:** All staff attended a briefing on the first teacher day on 'Keeping Children Safe in Education'. Whole school staff annual safeguarding training took place on 23/11/16.

**Governor Child Protection Training** took place on 11.11.15 and refresher training is booked for Monday 6<sup>th</sup> March 2017, 6.30pm to 7.30pm. Governors were emailed the document 'Keeping Children Safe in Education' and must read this as part of their duty as Governors.

**Designated Senior Lead (DSL):** K: Khan. Deputy DSL: E. Baklou, Other DSLs: R. Malcolm, M. Smith, Mrs Lawton and Mrs Stoiber. This is updated every 2 years.

**'Safer Recruitment' training:** The Head, Deputy and Assistant Head Teacher, Business Manager as well as the Vice-Chair of Governors had training in September 2012 and will need to have refresher training in the Summer Term 2017. Chair of Gov had training in June 2014. This is updated every 5 years.

**Exclusions this year to date:**

1 exclusion for a girl (African, Yr 2) for unsafe behaviour and refusing to follow instructions – new to the school.

**District Safeguarding briefings** led by John Nedham (half termly) and Area Safeguarding meetings (Termly) are being attended. The Chair of Governors has been to school to monitor the safeguarding systems and practices with the Head teacher and has discussed the Single-Central register with Mrs Hill. Three STEP schools (including Park Hill) met last term to carry out an audit of the Single Central Register and to share best practice.

**8.4 Staffing**

- Mrs Bakalou is due to return on a phased return to school next week and is recovering well from surgery on her shoulder. Mrs Edwards has been teaching Mrs Bakalou's Year 6 groups whilst Mrs Bakalou is absent.
- Miss Gregory is on sickness leave for a broken finger after a fall over Christmas. She is recovering and should be back in school in a few weeks. Miss Smith, AHT, has been teaching in 1G whilst Miss Gregory has been absent.

**8.5 Attendance (SDP Priority 5)**

Up to the end of last term: **Including reception: 95.2%. Excluding reception: 95.08%, Excluding Eid: 95.38%.**

Audit visited in the last week of half term and gave verbal feedback (the final report is yet to be received by school). Attendance was one focus with 10 tests carried out – the auditor said this was a big test area. The Head, Learning Mentors, Mrs Stoiber (SENCO) and Office Manager, Mrs Furlong were all interviewed and asked for evidence and paper trails. Verbal feedback given stated that we did really well; in the auditor's experience, larger schools often did not do as well in managing attendance but this area was not the case at Park Hill. No recommendations were made. The team was congratulated on the rigour of their work.

**8.6 Curriculum**

- The last teacher day focused on PREVENT training for new staff, using the Home Office online training tool. Standardisation and moderation of writing (in phases and in year groups) took place, with a particular focus on underachieving learner group, such as boys.
- Maths Mastery (Single Core) has been researched by the Assistant Heads and invested in, to help raise standards in Maths. It will begin with whole school training with the programme beginning in Reception and year 1 in September 2017.

**8.7 Parent Questionnaire**

As discussed in our first Governing Body meeting of the year in October, the annual parent questionnaire was carried out during parent’s evening in February 2017. As a result, we had 375 responses. The outcomes were very positive with only one parent saying that they would not recommend the school. The analysis has been emailed to Governors and will be discussed in more detail at a later Governing Body meeting.

**8.8 Building Maintenance**

Keith Cooper (Asset management) came out during the half term to look at the wall on the Trafalgar Rd path into school. The wall had been looking unsafe for a while and has now partially fallen down. There are queries about who has responsibility for the wall – initial enquiries point to it being the owner of the property and not the school. School has been told that we will be kept informed as land registry enquiries take place. There is ‘Herris’ fencing around the wall and no danger to anyone using the path.

**8.9 STEP (Stronger Together Education Partnership)**

- Park Hill’s peer review took place today, 02/03/17. Outcomes will be shared with Governors once a final report and action plan are produced.
- Chairs and Head teachers across the STEP schools continue to meet in discussions relating to the proposed STEP MAT.

**8.10 NAHT (National Association of Head Teachers) school funding – National Campaign by unions (working with NUT, UNISON, GMB, UNITE AND ATL Unions)**

A briefing for Heads and Governors took place in February 2017, Mrs Stoiber attended. The message about severe cuts and a funding crisis were shared as a result of shrinking school budgets and a new National Funding Formula being introduced. The campaign for fair funding involves schools encouraging their parents and pupils in getting their MPs and Government to listen to them. This will be looked into further at our school.

**Governors Questions:-**

- a) *Does the school have to pay for the ‘Maths Mastery – Single Core’ training programme?* KK responded yes and explained the school has to show their commitment by signing up to all aspects of the programme. I.e. Sign an agreement not to share the programme with anyone else and follow pupil’s progress through school.
- b) *Parent Questionnaire – Is it normal to receive 375 out of 600 responses?* KK responded no, we had about 40 responses last year but it helped to do this at parents’ evening this year and thanked Governors for attending the assemblies, which are well attended. SJ shared positive experience of parents evening.
- c) *Which side of Trafalgar Rd has the wall fallen down left or right?* KK explained on the left.
- d) *Who is responsible for dealing with this wall?* KK explained it is the owner of the property.

**IMPACT on Learning and Teaching:**

**Governors had a good understanding Policies and the importance to assist whole school priorities and were involved in strategic action planning.**

√	<b>Challenge</b>	√	<b>Compare</b>	√	<b>Consult</b>		<b>Competition</b>
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**9. Audit Outcomes (SDP Priority 1,2,3,5 &6)**

KK explained to Governors Audit Outcomes involve discussions on children’s learning, literature to send to parents and organise events.

**Governors Questions:-**

- a) *Is there any specific software to assist audit process?* KK responded yes and explained the LA provides software for schools to use.
- b) *Is it realistic to look and budget 3 years ahead?* C.L-P responded yes and especially if you know the amounts you will receive. Also explained, if know the budget is likely to be reduced then budget for both high and low end range so can put contingencies in plan to meet these reductions.
- c) *Is there any European Funding for schools?* KK responded unsure will need to check. Governors shared experience of consortium re: funding.

**9c KK Euro Funding**

- d) *Where does the funding for schools come from?* KK explained previously from LA now direct from Central Government.
- e) *Is the school able to bid for funding?* KK explained yes and Julie looks into it.
- f) *Does the school get funding from local businesses?* KK responded yes, occasionally for specific fund raising.

**Action:** Chair C.L-P asked if any Governor able to join the working party about funding cuts? **SJ** volunteered.

**10. STEP informal Consultation – Multi Academy Trusts (MAT)(SDP 1&4)**

Chair (C.L-P) explained to Governors there is no real update since last met. Head teachers have met twice and C.L-P only able to attend 1 meeting. Proposals include; Traditional, Non-Traditional, Co-Op MAT. Governors discussed accountability and different roles including; Head teacher, Chair of GB and Senior Executive Leader (Head teacher of MAT). Governors also discussed their concerns re: Academisation, level of rigidity and required to have trustees. C.L-P allayed Governors concerns re: MAT proposals. C.L-P informed Governors Mark Rogers Chief Executive of BCC LA has now left and Peter Hays is due to retire.

**Governors Questions:-**

- a) *What is the process for recruiting trustees on the board?* C.L-P explained trustees are made up of Governors.
- b) *What is the composition of the Board?* C.L-P explained have; Chair and 12 trustees (made up of Governors) elected for a period of time.
- c) Governors shared report out from Select Committee re: MAT's and discussed role of LA's.

**Action:** KK informed Governors next Staff working party meeting is Wed 8/3/17 (am) and RA initially able to attend but now can't. KK asked if any other Governor available to attend? The purpose is to do SWOT analysis. **TG** volunteered.

**IMPACT on Learning and Teaching:**

**Governors had made informed decision about moving to a consultation process on the MAT issue, to assist whole school priorities and were involved in strategic action planning. Also understood the importance of and the impact on 'good standard of teaching' to improve Children's learning**

√	<b>Challenge</b>	√	<b>Compare</b>	√	<b>Consult</b>		<b>Competition</b>
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**11. Review and Accept Policies**

KK explained to Governors the following Policy already looked at in detail by General Purposes Committee. Thus Governors agreed for Chair to sign:- Gifts and Hospitality Policy. KK filed copy in GB file.

**IMPACT on Learning and Teaching:**

**Governors had a good understanding Policies and the importance to assist whole school priorities and were involved in strategic action planning.**

√	<b>Challenge</b>	√	<b>Compare</b>	√	<b>Consult</b>		<b>Competition</b>
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**12. Correspondence and Any other business (AOB)**

**12.1 Correspondence**

- a) Emailed previously sent to Governors e.g. reminder:-  
Mon 06/03/17 1.30pm to 4pm Autism Education Trust (AET) Free Seminar - MAC  
Mon 06/03/17 6.30pm to 7.30pm Safeguarding Training – Park Hill School
- b) **KK** informed Governors the STEP head have collaborated in getting joint responses re: MAT
- c) **FOI** (Freedom of Information) – KK informed Governors the school received a FOI request from 'Fathers of Justice' organisation, asking a series of questions including if school inform fathers who do not attend school where there children attend.

**Governors Questions:-**

- a) *What is Freedom of Information and the process?* KK explained people can ask an organisation for information of public interest. The process is to write/email school and school to respond. There is a formula the school can use to charge, if the school spends a specific amount of time on gathering

information.

- b) *Does the school get paid?* KK explained there is a formula the school can use to charge, if the school spends a specific amount of time on gathering information.

**12.2 AOB**

Governors Code of Conduct

Chair reminded at last Governing Body meeting 8/12/16 all Governors agreed to accept Code of Conduct. Clerk received further guidance from GBSO and shared with Chair and Head Teacher re: re-elections and re-appointments after 2 Year term of office per Park Hill School New Instrument of Government, as Co-Opted Governors MM & TG term due to end 17/06/17.

Chair shared information with Governors, discussed and agreed to change their New Instrument on its 'Model Code of Conduct' to remove 2term/8Year recommendation, to allow for potential re-elections/re-appointments beyond these terms to allow skills and experience to be included as extenuating circumstances, to extend governor involvement beyond the model recommendations

**Action: Chair C.L-P propose nominate MM** to serve another term of 2 years and TG seconded. **Chair C.L-P propose nominate TG** to serve another term of 2 years and NW. All Governors in attendance in favour and none voted against.

Clerk to send confirmation email to MM, TG & GBSO re-elected as Co-Opted Governors for another term 2 years till 17/06/19 and update attendance sheet.

**Chair to amend term for Co-Opted Governors and sign as adopted by Governing Body.**

**Code of Conduct to insert as 2.1 in GBSO guide.**

E.g. Whilst recognise the Dfe guide 'Governors Code of Conduct in Section 2 General, 'the Governing Body utilise their right to re-elect and re-appoint Co-Opted Governors after 2 terms/8 Years due to their skills, experience and to allow for succession planning'.

**13. Items for future agenda**

Committee Membership and Designated Named Governors to be updated.

**14. Dates for Future Meetings**

**Full Governing Body Meetings:-**

Governors agreed to having 2 dates per term for full Governing Body meetings W.e.f. 12/10/15 alternating to Monday & Wednesday)

- **Monday** – To be confirmed.

**Finance, Staffing**

- Monday 03/04/17 at 5pm – 6pm

**General Purposes Committee**

- **28/06/17**  
**12.30pm Lunch**  
**1pm to 1.45pm Safety audit**  
**1.45pm to 3.15pm meeting**

**Achievement and Attainment Committee**

- **Friday 24/03//17 at 2.30pm to 3.30pm**

**Invites to Governors:-**

**Mon 06/03/17 1.30pm to 4pm Autism Education Trust (AET) Free Seminar - MAC**

**Monday 06/03/17 6.30pm to 7.30pm – Safeguarding Training**

**Monday 03/07/17 – Governor Action Training Day**

The chair thanked everyone for attending. The Governors thanked Kalsom for the

**12.2 C.L-P & Clerk**

catering facilities. Meeting closed at 8.40 pm.

**Actions:**

**Matters Arising - 08/12/16 Meeting**

11 Update Vacancy Link Governor for Community & Business Links – Appointed?

**Matters Arising – 02/03/17**

1. KK to update Governors re: Parent Governor Advert.

LEA Governor Vacancy – On-going as awaiting LA replace Mohammed Alavi.

6. Finance Committee – Governors invited Julie (Associate Governor Finance) to next GB meeting 03/04/17 to brief Governors on the financial position, includes restricted reserve.

7(o) Clerk to update Committee membership list & distribute to GB, SEND Gov = SW.

9c KK to check if there is European Funding available to school.

12.2 AOB - Clerk to email MM & TG confirm re-elected and re-appointed as Co-Opted Governors for further 2 years i.e. term to end 17/06/19. Chair to amend & sign Code of Conduct (Insert as 2.1)

**ACTIONS**

**Matters Arising  
08/12/16** KK 11

**Matters Arising  
02/03/17**

**1** KK – PG Vac  
& Lea Gov

**6** Finance Cttee  
Julie to brief GB  
03/04/17

**7(o)** Clerk to  
update Cttee M-  
ship List

**9c** KK Euro  
Funding

12.2 AOB

Clerk email TG &  
MM & GBSO

Chair to Amend  
Code of Conduct  
& sign.



**DATES OF FUTURE MEETINGS & GOVERNING BODY MEETINGS:-**

<u>MEETINGS</u>	<u>DATES</u>	<u>VENUE</u>	<u>COMMENTS</u>
Finance and Staffing Committee	Monday 03/04/17 5pm to 6pm	Park Hill School	<b>Purpose:</b> Set Budget for 2017/18
General Purposes (GP) Committee will <b>now be separate to</b> Finance and Staffing General Purposes Committee as agreed by Governors W.e.f. 17/01/17	28/06/17 12.30 lunch 1-1.45 Safety audit 1.45 to 3.15 meeting	Park Hill School	<b>Purpose:</b> 12.30 lunch  1-1.45 Safety audit  1.45 to 3.15 meeting
Achievement and Attainment (Curriculum) Committee	Friday 24/03//17 at 2.30pm to 3.30pm	Park Hill School	<b>Purpose:</b> Becki Stoiber to report on SEN
Governing Body Meetings  <i>(Governors agreed to having 2 dates per term for full Governing Body meetings W.e.f. 12/10/15 alternating to Monday &amp; Wednesday)</i>	Monday 03/04/17 at 6.30pm – 7pm	Park Hill School	<b>Purpose:</b> Extra Full Governing Body Meeting to Ratify Budget for 2017/18  Apologies from:
Autism Education Trust (AET) Free Seminar <b>To book place:</b> Please use form previously emailed on 06/01/17 and Email to: Jessica.Morgan@birmingham.gov.uk	Monday 06/03/17 At 1.30pm to 4pm	MAC Birmingham Cannon Hill Park B12 9QH	<b>Purpose:</b> Raise autism knowledge and awareness, Support Governors & Senior Leaders and Provide a Framework for school improvement. Governors are invited.
Safeguarding Training	Monday 06/03/17 6.30pm to 7.30pm	Park Hill School	
Governor's Action Planning Day	Monday 03/07/17	<b>To Be Confirmed for</b> The Beeches Training Centre in Bourneville. <b>Address is:</b> Beeches Management Centre, Selly Oak Road, Bourneville, B30 1LS.	<b>Please contact Julie to confirm you are able or unable to attend and your dietary requirements.</b>

If you are **unable to attend any Committee Meetings, please contact the Chair of your Committee or Kalsom Khan**. If you are unable to attend Full Governing Body Meeting, please contact Julie Hill or Kalsom Khan at Park Hill School.

The Chair thanked everyone for attending. The Governors thanked Kalsom for the catering facilities.