

THE DARTMOOR FEDERATION Governing Board

Final

FULL GOVERNING BOARD MEETING – Part I					
Date/Time	14.09.2017 18:00	OKEHAMPTON COLLEGE	ROOM 618		
Attendees	Initials	Category of Governor	Attendees	Initials	Category of Membership
Derrick Brett	DB	Staff: Head Teacher	Jane Lake	JLA	Local Authority
Daryll Chapman	DMC	Staff: Head Teacher	Marilyn Livingstone	ML	Foundation (Diocese)
Ian Courtney (Chair of Governors)	IC	Foundation (Trust)	Jo Pritchard	JP	Parent
Mary Ellery	ME	Co-opted	Tania Skeaping	TS	Foundation (Trust) (Vice Chair of Governors)
Matthew Green	MGr	Parent	Robert Taylor	RT	Co-opted
Mike Gurney (<i>Left 17:45</i>)	MG	Staff	Philip Whittle	PRW	Staff: Head Teacher
Ruth Hansford	RH	Ex Officio Diocese	Tim Williams	THW	Co-opted
Gavin Jordan	GJ	Co-opted			

Apologies	Initials	(Category of Governor/Membership)	Reason	Absent without Apology	Initials
Christopher Wright	CW	Co-opted			

Support Staff Attendees					
Attendees	Initials		Attendees	Initials	
Imogen Burrage	IB	Acting Head of School, Lydford (<i>Arrived 18:00</i>)			
Dierdre Petersen	DP	Acting Head of School, Boasley Cross			
Angela Restall	AR	Head of School, Highampton			

Support Staff Apologies			
Attendees	Initials		Reason
Cherie Gilbert	CG	Head of School, Exbourne C of E	Family Commitment
Amy Lammas	AL	Head of School, Bridetowe	Evening Appointment
Hugh Lea	HL	Head of School, Northlew & Ashbury P C of E	Family Commitment

In Attendance	Initials	
Gill Tremain	GT	Clerk

Minutes to
Federation Website & Diocese

Quorum	50% of the membership of the Governing Board, which must include either the Executive Principal, or his representative, and the Executive Head Teacher (Primary) or his representative
---------------	--

The meeting was quorate

THE DARTMOOR FEDERATION
Governing Board

Final

	Agenda	Lead	Paper
1.	Apologies & Declaration of Interests – <i>it is essential that those present declare interests either at the start or throughout the meeting and, where appropriate, leave the room where there is a declaration of interest.</i>		
2.	Welcome Martin Smith - DTSA Update	MS	18
3.	Elect Chair of Governors	Clerk	
4.	Elect Vice Chair of Governors	Chair	
5.	Elect Chair and Vice Chair of Committees (a) Finance, Safety & Human Resources Management Group (b) Safeguarding & Behaviour Group (c) Teaching & Learning Challenge Group (d) Marketing & Communications Group	Chair	
6.	Confirm Governors appointed end of last academic year with responsibility for the following specialist areas: <ul style="list-style-type: none"> • Health & Safety – RT • Mental Health & Wellbeing – GJ/ME • Safeguarding – JLA • SEN – ME • IT/Online Safety - MGR 	Chair	
7.	Review Committee Terms of Reference (a) Finance, Safety & Human Resources Management Group (b) Safeguarding & Behaviour Group (c) Teaching & Learning Challenge Group (d) Pay Review Committee (e) Personnel Issues (f) Student Attendance (g) Marketing & Communication (h) Executive Committee (i) Associate Members	Chair/All	1 2 3 4 5 6 7 8 9
8.	Agree Committee Membership	Chair/All	10
9.	Update individual Register of Pecuniary Interests	Chair/All	11 Table
10.	Review and sign NGA Model Governors' Code of Conduct	Chair/All	12
11.	Complete NGA Model Governor Skills Matrix	Chair/All	13
12.	Governor SFVS (Financial) Competency Skills Matrix	Chair/All	14 & 14a
13.	Appoint Governor representative to write Governors' Annual report for 2017/18 academic year, to reflect on impact the Governing Board has had on outcomes of pupils in the Federation for the academic year. The Report will be presented to Governors at the Summer Term 2 Meeting	Chair/All	
14.	Appoint Governor representatives to review prospectus, school websites including statutory information of curriculum, sports funding, pupil premium and SEND	Chair/All	
15.	Review College Priorities	DB	15
16.	Ensure date set and trained governors identified for next cycle of Federation Leadership Performance Management	Chair/All	
17.	MAT Consultation/Update	DMC	
18.	Read and agree minutes of previous Full Governing Body meetings a) Draft Minutes of FGB meeting 6 July 2017 Part I b) Draft Minutes of FGB meeting 6 July 2017 Part II Confidential c) Matters Arising	Chair/ All	16 17
19.	Date of next meeting: Tuesday 17 October 2017 at Okehampton College 17:00 Room 407		

THE DARTMOOR FEDERATION Governing Board

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
The Chair welcomed Angela Restall, newly appointed Head of School at Highampton Primary School, to the meeting.				
1	<p>Apologies & Declarations of Interest</p> <p>Apologies were received and approved from governor: Christopher Wright.</p> <p>Apologies were received and approved from staff support colleagues: Cherie Gilbert, Amy Lammas, Hugh Lee.</p> <p>The Chair reminded those present that conflicts of interest must be declared at the start of the meeting and throughout as issues arise, and to leave the room whilst an item is discussed as appropriate.</p>			
2	<p>Dartmoor Teaching School Alliance Update (Paper 18)</p> <p>Martin Smith, Director of The Dartmoor Teaching School Alliance, was welcomed to the meeting to present his annual report (paper 18) to the Governing Board. He reported as follows:</p> <ul style="list-style-type: none"> • The Teaching School Alliance has had an excellent start in its opening phase which is reflected in the growth of provision and opportunities available through the Teaching School. • The Leadership and Governance is made up of a well balanced Strategic Board, supported by a School Improvement Team, ITT and Professional Development Team and Members' Forum. This leadership structure has contributed to the success of this opening phase. Governors noted the key responsibilities of each of these groups as set out in Paper 18 (page 2 refers). • We have appointed an Assistant Director (0.2) to lead teaching school activity in North Devon. • Membership has grown steadily from 17 in April 2016 to 68 by July 2017. This breaks down into 20 secondaries and 48 primaries. Member schools are spread across Devon and into Plymouth and Cornwall. • Membership fee is £2 per pupil. In a time of financial restraint, we are clear to members about what they get for their fee which includes, half termly Members' Forum meetings, termly Newsletter, Data Leadership Update, Performance Data benchmarking, and Internal RAISE and Inspection Dashboard, Conferences, School Direct ITT Programme, training and quality assurance of System Leaders, Brokerage of school to school support, Subject network meetings, support for research and development projects. • For additional fees, member schools can also access Data Reviews, a wide range of CPD courses and programmes, NQT programme, Leadership and Governance programmes, System Leader support and School Improvement programmes. 			

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
	<ul style="list-style-type: none"> • We have developed a set of Key Performance Indicators which the Strategic Board has approved. These provide a rigorous framework against which we can measure our effectiveness. • 2016-17, 63% of the targets were met or exceeded and 79% partially met. Those partially met will be taken into the 2017-18 action plan. • In the 2016/17 financial year the Teaching School Alliance made significant investments in areas of teacher training recruitment, website and developing new services. • The impact of the Teaching School Alliance on Okehampton College has seen many positives such as increased opportunities for free access to high quality CPD without the need to travel off-site, staff development through taking on new roles as training facilitators, SLEs and lead practitioners, development of new partnerships through which good practice can be shared, and enabling the College to build capacity as a school that can support school improvement across a large number of schools. • There are also some challenges to the College such as managing absence of key staff when they are delivering training or supporting other schools, impact on support staff e.g. finance, administration and reducing availability of meeting and conference space. • Benefits to The Dartmoor Federation include access to a wide range of high quality CPD, access to performance data services, access to system leaders (e.g. SLEs) and access to national grants (e.g. new Phonics projects). • A SWOT Analysis of the current position shows that the Dartmoor Teaching School Alliance has lots of strengths and opportunities. There is clarity about what the Teaching School can offer, the model is a progressive and good model and there are lots of outstanding people working with the Teaching School Alliance. In terms of weaknesses, quality assurance of training and school to school support is under-developed, teacher training is still in its infancy and needs to be developed further, some projects have not progressed e.g. closing the gap, the benefits of the Dartmoor TSA have not been consistently shared with Okehampton College and The Dartmoor Federation staff and there is a limited number of system leaders (NLEs, LLEs, NGLs) at headteacher and governance level. Threats were noted. • Teaching Schools still sit at the centre of government thinking. There are great opportunities and the future is about Teaching Schools coming together more closely to align in the same way schools are coming together to share services and rationalise strengths. • There are lots of primaries in the central Devon hinterlands missing out on opportunities to improve their schools and build capacity. 			

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
	<ul style="list-style-type: none"> Martin is now full time having been commissioned for 1 day per week by the Exeter Teaching School Alliance which is already further increasing opportunities. <p>Governors asked the following questions:</p> <p>Q: Why has teacher training not developed satisfactorily and what plans are in place to ensure progress in development ?</p> <p>R: Partly because of catchment. The model for the primaries enables us to deliver locally which is perfect for people in the area. With our secondary model, trainees have to go to Exeter for a large amount of the Autumn Term. People choose the Schools Direct route because they want to be close to home. In this area there are not that many wanting to join the teaching profession and it may be that the way forward is to work with companies in partnership to widen the catchment and get economies scales to make it a really exciting programme and attract people to the area.</p> <p>Q: Members Fourm – is there consistency in geographical representation and attendance at the half termly members forum meetings?</p> <p>R: Average attendance at meetings is 30 members but the reality is that Headteacher diaries are so full so some meetings will inevitably have less than average attendance. That said, information from attendees is cascaded to colleagues. In the future we may run Member Forum meetings in different areas such as Barnstaple.</p> <p>Q: Are training needs across the member schools fully catered for and, if not, what proposals are in place to fulfil this?</p> <p>R: Yes; we are able to run courses that are both more effective and cheaper than other providers. Developing Subject Leaders is also very effective because this is an area that has been significantly cut at County.</p> <p>Q: What are you doing to ensure effective communication with staff at the College?</p> <p>R: A lot of time has been taken ensuring staff outside of the College are aware of what the Teaching School has to offer but not necessarily College staff. We have presented to Heads of Faculty so they know what the Teaching School Alliance has to offer this year and they will have a copy of our training programme so that this can be fed into the appraisal process. We also propose to talk to all staff about opportunities available to them.</p> <p>C: Devon used to have lots of Subject Advisors but they do not have them now. In the College there are pressures on staff and there has to be an awareness of effect on colleagues when staff are taken out of the classroom.</p> <p>R: Agreed and we are looking to bring other people to lead on areas rather than being so reliant on expertise from the College.</p> <p>MS was praised for the incredibly professional branding of The Dartmoor Teaching School Alliance and how the Alliance has gone from strength to strength in such a short period.</p>			

THE DARTMOOR FEDERATION
Governing Board

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
	<i>The Chair thanked MS for his presentation; MS left the meeting at 17:45.</i>			
3	<p>Elect Chair of Governors</p> <p>The Clerk chaired the meeting for this item. Clerk had received one nomination to the seat of Chair of Governors, Mr I Courtney. No further nominations from the room were forthcoming. Mr Courtney confirmed he was willing to serve a further term of office.</p> <p>Mr I Courtney was UNANIMOUSLY re-elected Chair of Governors for a one year term of office.</p> <p>Clerk handed the meeting over to the Chair.</p>	Decision	14.09.17	
4	<p>Elect Vice Chair of Governors</p> <p>Mr Courtney took the chair. He informed he had received one nomination, Mrs T Skeaping. No further nominations from the room were forthcoming. Mrs Skeaping confirmed she was willing to serve a further term of office.</p> <p>Mrs T Skeaping was UNANIMOUSLY re-elected Vice Chair of Governors for a one year term of office.</p>	Decision	14.09.17	
5	<p>Elect Chair and Vice Chair of Committees</p> <p>The Chair invited nominations for Chair and Vice Chair of the governing board committees. The following appointments were made:</p> <p>(a) Finance, Safety & Human Resources Management Group</p> <p>Mr I Courtney was UNANIMOUSLY elected Chair of the Finance, Safety & Human Resources Group for a one year term of office.</p> <p>Mr T Williams was UNANIMOUSLY elected Vice Chair of the Finance, Safety & Human Resources Group for a one year term of office.</p> <p>(b) Safeguarding & Behaviour Group</p> <p>Mr G Jordan was UNANIMOUSLY elected Chair of the Safeguarding & Behaviour Group for a one year term of office.</p> <p>Mrs J Lake was UNANIMOUSLY elected Vice Chair of the Safeguarding & Behaviour Group for a one year term of office.</p> <p>(c) Teaching & Learning Challenge Group</p> <p>Dr M Livingstone was UNANIMOUSLY elected Chair of the Teaching & Learning Challenge Group for a one year term of office.</p> <p>Mrs T Skeaping was UNANIMOUSLY elected Chair of the Teaching &</p>	Decision	14.09.17	
		Decision	14.09.17	
		Decision	14.09.17	
		Decision	14.09.17	
		Decision	14.09.17	
		Decision	14.09.17	
		Decision	14.09.17	
		Decision	14.09.17	

THE DARTMOOR FEDERATION
Governing Board

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
	<p>Learning Challenge Group for a one year term of office.</p> <p>(d) Marketing & Communications Group Following discussion, agreed to disband this group. <i>(See minute 7(g) below)</i></p> <p>The Chair informed that it is not best practice for both the Chair of Governors and Vice Chair of Governors to chair/vice-chair sub-committees and he asked governors to consider standing in the future.</p>			
6	<p>Confirm Governors appointed end of last academic year with responsibility for the following specialist areas:</p> <p>At the end of last academic year, governors were appointed to specialist areas. All were UNANIMOUSLY reappointed for a further one year term of office.</p> <ul style="list-style-type: none"> • Health & Safety – Mr R Taylor • Mental Health & Wellbeing – Mr G Jordan/Ms M Ellery • Safeguarding – Mrs J Lake • SEN – Ms M Ellery • IT/Online Safety – Mr M Green 	Decision	14.09.17	
<p><i>MG left the meeting at 17:45</i> <i>IB arrived at 18:00</i></p>				
7	<p>Review Committee Terms of Reference (Papers 1 to 9)</p> <p>(a) Finance, Safety & Human Resources Management Group (Paper 1) – Reviewed. Add points 2 and 4 from Marketing & Communication Terms of Reference.</p> <p>(b) Safeguarding & Behaviour Group (Paper 2) – Reviewed and updated Membership and Responsibilities points 1 and 9.</p> <p>(c) Teaching & Learning Challenge Group (Paper 3) – Reviewed and updated Membership and Responsibilities points 2, 4, 9, 14 and 15.</p> <p>(d) Pay Review Committee (Paper 4) – Reviewed. No change.</p> <p>(e) Personnel Issues (Paper 5) – Reviewed. No change.</p> <p>(f) Student Attendance (Paper 6) – Reviewed and updated. Committee to renamed 'Student Discipline Committee'</p>			

THE DARTMOOR FEDERATION
Governing Board

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
10	<p>Review and sign NGA Model Governors' Code of Conduct (Paper 12)</p> <p>Governors and support members agreed to sign up to the procedures outlined in the NGA Governor Code of Conduct. Clerk circulated schedule which those present signed to confirm their commitment.</p> <p>Clerk to contact absentees to ensure their registers are updated and returned, and that they sign the schedule to confirm their commitment.</p>	Action: Clerk	14.09.17	asap
11	<p>Complete NGA Model Governor Skills Matrix (Paper 13)</p> <p>Governors and support members completed the NGA Model Governor Skills Matrix and returned these to the Clerk. Clerk to contact absentees to ensure their registers are updated and returned. Once all documents have been returned IC and TS will review to identify skills gaps and put together a training programme for the forthcoming academic year.</p>	Action: Clerk IC/TS	14.09.17	asap
12	<p>Governor SFVS (Financial) Competency Skills Matrix (Papers 14 and 14a)</p> <p>Governors and support members updated their individual financial SFVS skills matrix and returned these to the Clerk. Clerk to contact absentees to ensure their documents are updated and returned.</p>	Action: Clerk	14.09.17	asap
13	<p>Appoint Governor representative to write Governors' Annual report for 2017/18 academic year, to reflect on impact the Governing Board has had on outcomes of pupils in the Federation for the academic year. The Report will be presented to Governors at the Summer Term 2 Meeting</p> <p>Mr G Jordan volunteered to become governor representative to write Governors' Annual Report. Agreed.</p>	Decision	14.09.17	
14	<p>Appoint Governor representatives to review prospectus, school websites including statutory information of curriculum, sports funding, pupil premium and SEND</p> <p>Mrs M Ellery and Mr M Green volunteered to become governor representative to review prospectus, school websites including statutory information of curriculum, sports funding, pupil premium and SEND. Agreed.</p> <p>MGr confirmed that he was still in the process of reviewing Federation school websites to ensure statutory compliance.</p>	Decision	14.09.17	
15	<p>Review College Priorities (Paper 15)</p> <p>DB talked governors through the College Priorities as set out in paper 15. Noted that whilst the priorities have not changed the College Senior Leadership Team (SLT) have spent time looking closely at each priority heading to identify areas that need to be developed within those headings for the forthcoming academic year. This information has been published in the staff room because it is important for members of staff to be aware of these more defined areas for</p>			

THE DARTMOOR FEDERATION
Governing Board

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
	development. This will be driven by members of SLT and reviewed regularly. DB asked governors to familiarise themselves with the content of paper 15.			
16	<p>Ensure date set and trained governors identified for next cycle of Federation Leadership Performance Management</p> <p>Noted that the School Improvement Partner will visit the College on Friday 3 November 2017 to undertake the Federation Leadership Performance Management. Programme for the day will be circulated to governors on the Pay Review Committee nearer the time.</p>	Action: Clerk	14.09.17	
17	<p>MAT Consultation/Update</p> <p>DMC updated as follows:</p> <p>The consultation period for the proposal to form The Dartmoor Multi-Academy Trust will run for 5 weeks from Monday 18 September to Friday 20 October 2017. Formal consultation meetings for Federation staff, parents and members of the community will be held on Wednesday 4 October 2017. Full details will be outlined in the consultation letter that will be sent out to all stakeholders on Monday 18 September.</p> <p>Due diligence exercises are being undertaken for finance, data and premises and Trustees will be meeting on 18 October to receive this information. The Trustees have decided to advertise senior operational positions internally (Chief Operations Officer, 2 Finance Officers, 1 IT Officer, 1 Premises Officer and 1 HR Officer). These posts will be temporary for 1 year and ring fenced to the Senior Administrators/Bursars/Business Managers currently employed across those schools that go into the MAT.</p> <p>No school has pulled out of the process. All Governing Boards will feed back by no later than 17 November their decision following consultation. The decision will be a Yes/No response. Each school's £25k has been pooled to cover costs, the most significant of which is are P S Financials, the market leader in the financial management software.</p> <p>Scheme of Delegation and Articles of Association will be presented to Governors once complete. There will be a Memorandum of Understanding attached to the Articles making it clear that the MAT shares the co-operative values.</p>			
18	<p>Read and agree minutes of previous Full Governing Body meetings (Papers 16 and 17)</p> <p>(a) Draft Minutes of Full Governing Board meeting 6 July 2017 Part I (Paper 16)</p> <p>The Minutes of the Full Governing Board meeting held on 6 July 2017 were</p>	Decision	14.09.17	

THE DARTMOOR FEDERATION
Governing Board

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
	<p>read, agreed and signed as a true record.</p> <p>(b) Draft Minutes of Full Governing Board meeting 6 July 2017 Part II Confidential Paper 17) The Minutes of the Full Governing Board meeting held on 6 July 2017 were read, agreed and signed as a true record.</p> <p>(c) Matters Arising Minute 72 (b)(v) Primary Head Teacher Report Teaching & Learning PRW confirmed that the observation of the Head of School at Bridestowe will be undertaken next week. Minute 73 Report on Summer Term Governor Visits ML will report at the next meeting.</p>	<p>Decision</p> <p>Action: PRW</p> <p>Action: ML</p>	<p>14.09.17</p> <p>14.09.14</p> <p>14.09.17</p>	
<p>The meeting closed with governors extending their support to Angela Restall in her new role as Head of School at Highampton Primary.</p>				
	SUMMARY OF CHALLENGE			
2	<p>Dartmoor Teaching School Alliance Update (Paper 18) Q: Why has teacher training not developed satisfactorily and what plans are in place to ensure progress in development ? Q: Members Fourm – is there consistency in geographical representation and attendance at the half termly member forum meetings? Q: Are training needs across the member schools fully catered for and, if not, what proposals are in place to fulfil this? C: Devon used to have lots of Subject Advisors but they do not have them now. In the College there are pressures on staff and there has to be awareness of effect on colleagues when staff are taken out of the classroom.</p>			
Minute	SUMMARY OF DECISIONS			
3	<p>Elect Chair of Governors Mr I Courtney was UNANIMOUSLY re-elected Chair of Governors for a one year term of office.</p>	Decision	14.09.17	
4	<p>Elect Vice Chair of Governors Mrs T Skeaping was UNANIMOUSLY re-elected Vice Chair of Governors for a one year term of office.</p>	Decision	14.09.17	

THE DARTMOOR FEDERATION
Governing Board

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
5	<p>Elect Chair and Vice Chair of Committees</p> <p>(a) Finance, Safety & Human Resources Management Group Mr I Courtney was UNANIMOUSLY elected Chair of the Finance, Safety & Human Resources Group for a one year term of office. Mr T Willians was UNANIMOUSLY elected Vice Chair of the Finance, Safety & Human Resources Group for a one year term of office.</p> <p>(b) Safeguarding & Behaviour Group Mr G Jordan was UNANIMOUSLY elected Chair of the Safeguarding & Behaviour Group for a one year term of office. Mrs J Lake was UNANIMOUSLY elected Vice Chair of the Safeguarding & Behaviour Group for a one year term of office.</p>	<p>Decision</p> <p>Decision</p> <p>Decision</p> <p>Decision</p>	<p>14.09.17</p> <p>14.09.17</p> <p>14.09.17</p> <p>14.09.17</p>	
(c)	<p>Teaching & Learning Challenge Group Dr M Livingstone was UNANIMOUSLY elected Chair of the Teaching & Learning Challenge Group for a one year term of office. Mrs T Skeaping was UNANIMOUSLY elected Chair of the Teaching & Learning Challenge Group for a one year term of office.</p>	<p>Decision</p> <p>Decision</p>	<p>14.09.17</p> <p>14.09.17</p>	
(d)	<p>Marketing & Communications Group Following discussion, agreed to disband this group.</p>	<p>Decision</p>	<p>14.09.17</p>	
6	<p>Confirm Governors appointed end of last academic year with responsibility for the following specialist areas:</p> <p>At the end of last academic year, governors were appointed to specialist areas. All were UNANIMOUSLY reappointed for a further one year term of office.</p> <ul style="list-style-type: none"> • Health & Safety – Mr R Taylor • Mental Health & Wellbeing – Mr G Jordan/Ms M Ellery • Safeguarding – Mrs J Lake • SEN – Ms M Ellery • IT/Online Safety – Mr M Green 	<p>Decision</p>	<p>14.09.17</p>	

THE DARTMOOR FEDERATION
Governing Board

Final

Ref	Action or Decision	Owner/ Decision	Date Raised	Date Due
7	<p>Review Committee Terms of Reference (Papers 1 to 9)</p> <p>(g) Marketing & Communication (Paper 7) – Reviewed. After lengthy discussion the Full Governing Board UNANIMOUSLY AGREED to disband this committee this committee because the topics are more operational rather than strategic and it would seem more fitting to set up task and finish groups as and when required. Points 2 and 4 to be incorporated into the Finance, Safety & HR Management Group Terms of reference.</p> <p>ME agreed to become governor with oversight of publicity.</p> <p>The Full Governing Board UNANIMOUSLY APPROVED the following Terms of Reference, subject to amendments noted:</p> <p>Finance, Safety & Human Resources Management Group Safeguarding & Behaviour Group Teaching & Learning Challenge Group Pay Review Committee Personnel Issues Committee Student Discipline Committee Executive Committee Associate Members</p>	Decision	14.09.17	
13	<p>Appoint Governor representative to write Governors’ Annual report for 2017/18 academic year, to reflect on impact the Governing Board has had on outcomes of pupils in the Federation for the academic year. The Report will be presented to Governors at the Summer Term 2 Meeting</p> <p>Mr G Jordan volunteered to become governor representative to write Governors’ Annual Report. Agreed.</p>	Decision	14.09.17	
14	<p>Appoint Governor representatives to review prospectus, school websites including statutory information of curriculum, sports funding, pupil premium and SEND</p> <p>Mrs M Ellery and Mr M Green volunteered to become governor representative to review prospectus, school websites including statutory information of curriculum, sports funding, pupil premium and SEND. Agreed.</p> <p>MGr confirmed that he was still in the process of reviewing Federation school websites to ensure statutory compliance.</p>	Decision	14.09.17	

THE DARTMOOR FEDERATION
Governing Board

Final

18	Read and agree minutes of previous Full Governing Body meetings (Papers 16 and 17)			
(a)	Draft Minutes of Full Governing Board meeting 6 July 2017 Part I (Paper 16) The Minutes of the Full Governing Board meeting held on 6 July 2017 were read, agreed and signed as a true record.	Decision	14.09.17	
(b)	Draft Minutes of Full Governing Board meeting 6 July 2017 Part II Confidential Paper 17) The Minutes of the Full Governing Board meeting held on 6 July 2017 were read, agreed and signed as a true record.	Decision	14.09.17	

Detail of next meeting

Date/Time	Full Governing Board Housekeeping Meeting Tuesday 17 October 2017	Location	Okehampton College Room 407
------------------	--	-----------------	-----------------------------

Mr Courtney thanked everyone for attending the meeting.

The meeting closed at 19:30