

## THE GOVERNING BODY OF THE ELIOT BANK AND GORDONBROCK PRIMARY SCHOOLS FEDERATION

MINUTES OF AN EXTRAORDINARY MEETING OF THE GOVERNING BODY, HELD ON THURSDAY, 7 FEBRUARY 2019 AT 6.00 P.M. AT ELIOT BANK PRIMARY SCHOOL

### PRESENT

Ms J. Branch  
Mr T. Bremner  
Mr P. Fidel                      Chair  
Ms M. Gilmore                Executive Headteacher  
Mr N. Hayles  
Mr L. Henry  
Ms K. Knowles  
Ms H. Lyttle  
Ms M. Quinn  
Ms T. Stickland  
Ms R. Van Wyk

### ALSO PRESENT

Mrs J. Woods                Clerk  
Ms J. Wright                Head of School, Gordonbrock

#### 1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received with consent from Mr Hale and Mr Hardy Hall.

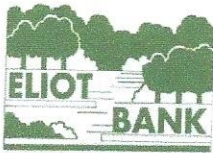
Governors were reminded that they must declare conflicts and pecuniary interest before items were discussed, and must withdraw from the meeting while the item was under discussion.

#### 2. APPOINTMENT OF CO-OPTED GOVERNORS

Mr Fidel informed governors that two people had expressed an interest in joining the Governing Body as co-opted governors. He had met Melanie Worthington with Ms Gilmore and had been very impressed with her desire to work with the school, her background, and qualifications.

Ms Gilmore said that Ms Worthington worked as a lawyer for the Academies Department with the Department for Education and had a great deal of previous experience working with Children and Social Care legal teams. She said that she was very proactive and enthusiastic, and had previously stood for election as a parent governor at Eliot Bank. Ms Worthington had walked round Gordonbrock and had been impressed by what she had seen. Ms Gilmore said that she was particularly interested in teacher workload and how staff managed and coped with all of the new initiatives when they were introduced, and she felt that Ms Worthington would bring an extremely valuable extra dimension and range of skills to the Governing Body.

The second candidate was Ms Bethany Eadie, who Ms Gilmore had met recently at Gordonbrock and had shown round the school. Ms Eadie lived locally to Gordonbrock and had originally approached the Headteacher of another local school to see whether they had any vacancies, and had been directed to the Federation via the Clerk. Ms Eadie worked for the Key for School Leaders, which was an exceptional online resource, as an



online content producer and worked closely with educational specialists. Ms Gilmore said that the Key was very proactive in encouraging their staff to become governors. Ms Eadie had previously taught for several years, during which time she had been through an Ofsted inspection. She had also worked for Twinkle, a resource base for teachers, where her role had included writing resources.

Governors were mindful of the outcome of the recent skills audit, which had been considered by the Strategic Group, and agreed that both candidates would bring valuable skills that would enhance effective governance of the Federation. It was **RESOLVED** that Ms Melanie Worthington and Ms Bethany Eadie be appointed as co-opted governors for a four year period of office with immediate effect.

### 3. HEAD OF SCHOOL RECRUITMENT

Ms Gilmore circulated the timeline for the recruitment of the new Head of School at Eliot Bank which had been discussed by the Strategic Group. She said that the Eliot Bank community had been informed of Mr Ridler's departure that day; the children had been told in Assembly, and a letter had been sent to parents.

The proposed timeline was quite tight to enable a second round of recruitment to take place before the end of term if it was not possible to make an appointment from the first advertisement. It was proposed that the post should be advertised on Friday, 15 February, with shortlisting to take place on 4 March and interviews on 11 March, to take place at Gordonbrock. If the Recruitment Panel were able to make a recommendation for appointment, this could then be ratified at the meeting of the Governing Body scheduled for 14 March. If an appointment was not made, the second advert would be placed on 15 March.

Ms Branch asked where the post would be advertised. Ms Gilmore said that it would appear in Jobs Go Public and the new Lewisham service. However, there had been some glitches with this system, and it would be necessary to get the advert and information pack to them quickly in order for the job to be advertised on 15 February.

Consideration was given to the membership of the Recruitment Panel, and governors were reminded that they must ensure that they would be available for both the shortlisting and interviews. It was **RESOLVED** that membership of the Head of School Recruitment Panel would comprise Ms Branch, Ms Knowles, Ms Stickland, Ms Gilmore, Mr Fidel, and Mr Henry, with three governors to be drawn from this group depending on availability.

### 4. URGENT BUSINESS

No items of urgent business were raised.

### 5. DATE AND TIME OF NEXT MEETING

Governors were reminded that the next meeting of the Governing Body would be held on Thursday, 14 March 2019 at 6.00 p.m. at Gordonbrock.

Chair .....

Date .....

*[Handwritten signature]*

*14<sup>th</sup> MARCH 2019*