

THE GOVERNING BODY OF LINTHWAITE ARDRON CE (VA) JUNIOR AND INFANT SCHOOL

Minutes of the special meeting of the Governing Body held at 6.00 pm at the School on Tuesday, 19 July 2011.

PRESENT

Mrs C Osborne (Chair), Miss L Aaen, Mrs D Branigan, Mr J Gunnell, Reverend J Honeyman, Mrs E K M Megson, Mrs A J Rawlinson, Mrs H S Richards, Mrs K Rollinson, Mr A Rushby.

In Attendance

Mrs B Rushworth (Minute Clerk)

1278. OPENING PRAYERS

The meeting was opened with prayers from Mrs C Osborne.

1279. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Miss P A Leigh (consent) and Mrs R O'Sullivan (consent).

There were no declarations of interest

1280. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

The following item was notified to be brought under Any Other Business:

- ◆ Staffing Matters

1281. TO APPROVE THE RECOMMENDATION FROM THE SELECTION PANEL FOR THE APPOINTMENT OF A NEW DEPUTY HEAD TEACHER

The Chair and Head Teacher reported to Governors that over a 2 day period interviews had been taking place for the position of Deputy Head Teacher. Two candidates were interviewed.

Day 1 comprised of observation of teaching in the candidate's present school. Day 2 comprised of the formal interview including a timed presentation on a previously unseen topic, a timed written exercise and a rigorous interview.

With the new appointment the Head Teacher felt that the school could now move forward with a strong leadership team and the Chair noted that the school had moved into a period of stability.

The appointment of Deputy Head Teacher went to Mr C Rollinson.

RESOLVED: That Governors approve the recommendation.

1282. ANY OTHER BUSINESSStaffing Matters(a) Miss L Keating

The Head Teacher reported to Governors that Miss L Keating's temporary contract had been extended to 31 December 2011, however with the appointment of the new Deputy Head Teacher it left a permanent opening for a classroom teacher.

The Head Teacher noted that Miss Keating's teaching had been observed as outstanding and since joining the school her work had been exemplary and pupils had made fantastic progress through her teaching skills. Her current temporary contract was for 4 terms or over 1 year and she now had employment rights.

The Head Teacher therefore recommended offering Miss Keating the permanent post.

Governors discussed the matter and agreed on the recommendation.

RESOLVED: That Governors agree the recommendation.

(b) Mr O'Connor

The Head Teacher informed Governors that Mr O'Connor had tendered his resignation as Caretaker 2 weeks previously and before his 6 months probationary period was finished.

He had applied for and secured a position at a different school.

Since then Mr O'Connor had notified the school that he needed to attend day surgery and would be off for at least 7 days. If his absence went over 7 days he may well not be able to complete his period of notice. If he did come back after 7 days he would have 4 days left of his notice.

The School had previously bought into Kirklees Consultancy to help with Mr O'Connor's training. They could now help with the new appointment. The Head Teacher was planning to advertise the post in mid August.

Mrs Megson recommended getting a relief Caretaker in position during the summer break, namely Mr Robson. When Mr O'Connor did come back into school he would hand his keys to the Chair, as Mrs Megson would be out of the country at that time. Governors discussed this and agreed to appoint another caretaker in a timely manner.

RESOLVED: That Governors agree the recommendation.

(c) Year 4 Teacher

Mrs Megson was pleased to announce that Teresa Wright had been offered the position of Year 4 teacher. This was a part-time temporary contract for the next academic year.

Her teaching had been observed as 'Outstanding' since doing long-term supply in another local school and was observed as 'Outstanding' throughout her PGCE placements.

A part-time temporary teaching assistant had been assigned to Class 4 for one year. Mr Tom Dyson had been working at the school on a voluntary basis whilst preparing to undertake PGCE and the school was pleased to find such a high calibre temporary addition to the support staff. He would be employed for mornings only

Governors thanked Mrs Megson for her information.

1283. AGENDA, MINUTES AND RELATED PAPERS - SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School.