

Search Committee meeting 25 November 2008 in Ashington

	Present : M Jeans (Chair) L Ions, K Morrison, N Hall	
	In Attendance: Clerk	
	Apologies received from Rachel Ellis-Jones	
Check numbering	Item3 App1: The meeting was agreed to be quorate and the minutes from the last meeting were agreed to be accurate and approved.	
	Item4: Matters arising it was noted that some of the action points from the last minutes were ongoing and would be brought back to the next committee meeting.	
	Item5 App2: SA noted that 70% of replies had been received as required and so the committee could consider M Rossi for re-election. The committee made a recommendation that he be re-appointed and this would be taken to the full board. It was noted that his appointment ran out on the 30 November.	Clerk to take recommendation to the full board
	Item6: It was noted that unfortunately a member of staff could not attend to explain about the current state of progress with the student parliament due to pressure of work. A paper would be taken to either board or committee in the new year and this would show how the student parliament would feed into the student governor election process. All agreed they were very keen for a student governor to be appointed, SA noted there were training materials available for purchase for supporting student governors.	
	Item7: SA outlined proposals for improving the process in requesting and preparing papers for governors to enable the request to be captured accurately and to make preparation as easy as possible for the SMT. The committee welcomed the idea and SA to report back when design work on the template was to start so that all could have an input into the design.	SA to report back on the template
	Item8: An overview of governor training was discussed with a view to finding out the best way forward for next year's plan. It was agreed that finance was a key area and that training could come in different forms and from different sources all of which could be used. The clerk should complete a knowledge grid to show what areas were compulsory and what recommended etc so that a way forward in each area could be agreed.	Clerk to prepare a knowledge grid
	Item9: The retreat was discussed and SA outlined her idea for some work to be done on the idea of governance and a vision for the	SA to prepare outline plan and contact

	governing body and some work to be done in financial training. It was agreed that the team work should be done on the Friday with the SMT in attendance and the finance work on the Saturday so that the SMT could leave except for REJ, HW and the finance director and Chris Saint. It was noted that REJ has identified two facilitators with whom she has recently worked and SA will approach them with ideas to discuss content.	facilitator
	<p>Item10: Simon Reed will not be formally appointed until L Ions has had a meeting with him, he can be appointed to Search Committee or Audit Committee when he does start and SA will not include him in mail distribution until L Ions has seen him.</p> <p>No items were confidential and the date of the next meeting was noted to be 3 March 2009</p>	LI to meet with Simon Reed
	<p>Action points:</p> <p>Clerk to take recommendation to re-appoint M Rossi to the full board</p> <p>Clerk to report back on the design of the papers template</p> <p>Clerk to prepare a knowledge grid for training</p> <p>Clerk to prepare retreat</p> <p>L Ions to meet with S Reed</p>	

