



Notre Dame Catholic Sixth Form College

CORPORATION MEETING

Wednesday 18th December 2019, 17:00, M1 & 2 CUVILLY

Item	Agenda	Paper	Action
	PART 1 - All Governors		
	Welcome of new FG -Matthew DiClemente and Opening Prayer		
1.	Apologies		
2.	Declaration of Interest		Declare
3.	Minutes of the previous meeting (Part 1 2 nd Oct 2019)	Enc	Approve
4.	Matters Arising from Part 1		
5.	Report of the Student Executive		
6.	Report of the Staff Governor(s)	Tabled	
7.	Admissions Policy	Enc	Approve
8.	Governance Self-assessment Report (SAR) 2019	Enc	Approve
9.	Recognition Agreement & Joint Committee Terms of Reference	Enc x2	Approve
10.	Correspondence		
11.	Date of next meeting: Wednesday 25 March 2020		
	PART 2 – Students are excused		
12.	Part 2 Supplementary Document Confidential to Gov's (2nd October 2019)	Enc	Approve
13.	Matters Arising from Part 2		
	<u>Reports from Committees:</u>		
14.	Audit & Finance - (Meeting 11th December 2019) (i) Minutes (ii) External Audit Findings Report 2018/19 (iii) Letters of Representation - Regularity & Financial (iv) Annual Report of the Corporation & Financial Statements Year End 31st July 2019 (v) Accounting Policies & Going Concern (vi) Variance reports 2018/19 (vii) Finance Record 2018/19 and Financial Health (viii) Annual Report of the Audit Committee	Tabled Enc Enc in above Enc Enc in above Enc Enc	Approve Approve Approve Approve Approve
14a.	Risk Management - Risk Register & Action Plan	No update	
15.	Curriculum & Standards (Meeting 17th Dec 2019) (i) Minutes (ii) Principal's Report December 2019 (iii) College SAR 2019 (iv) Teaching & Learning update	Tabled Enc Enc see Mins	Approve

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	(v) Link Governor meetings (vi) Pastoral Team report (vii) Catholic Life – Mission & Ethos Statement (viii) Destination Data report (ix) Learning Support Report (x) Committee's Terms of Reference (xi) Various Policies	<i>see Mins update</i> Enc Enc Enc <i>See Mins</i>	Note Approve Approve Approve
16.	Any Other Business		
	Part 3 CONFIDENTIAL ITEMS – Staff and Staff Governors may be excused		
17.	Part 3 Supplementary Document Confidential to Gov's (2nd October 2019)	Enc	Approve
18.	Matters arising from Part 3		
19.	Report from Human Resources Committee (Meeting 14 Nov 19) i) Minutes ii) Staffing update iii) Policies: Appraisal; Capability; Disciplinary; Grievance; Redundancy; Support Staff Holidays iv) Matters Arising from previous HR Meeting	Enc <i>See Mins</i> <i>See Mins for policies</i> <i>See Mins</i>	Approve Policies

Invited to attend: Mrs S Dumont (Deputy Principal);
Mrs M Beardsall (Vice Principal) Parts 1 and 2

Membership: 19 Governors in total:
11 Foundation
8 others:
Principal; 1 parent; 2 co-opted business / community.
2 students (Part 1); 2 staff (Parts 1 and 2).

Foundation Governors shall outnumber other Members by at least 3.

Quoracy: A minimum of 40% of the number of appointed members, with at least 4 Foundation Governors present.