

ST HELENS COUNCIL

COWLEY INTERNATIONAL COLLEGE

MINUTES OF THE MEETING OF THE FULL GOVERNING BODY
OF COWLEY INTERNATIONAL COLLEGE HELD ON
THURSDAY 18 JULY 2024 AT 5 PM

Members:

(Based on
Constitution = 16)

Co-Opted Governors

*Mr Garry Anders (Chair)
*Mrs Stacey Hill (Vice-Chair)
*Mr Innes Arnold
*Mrs Margaret Bellis
*Mr Russell Cormack
Mrs Justine Kellett
*Mr Paul Worthington
*Mrs Angela Farrell
Vacancy (1)
Vacancy (2)
Vacancy (3)

Local Authority Governor

Cllr Anthony Burns

Staff Governors

*Mr Cameron Sheeran (Executive Principal)
*Mr James Hunt

Parent Governors

*Mr Karl Van Der Laan
*Mrs Sharon Ahmed

*denotes those present

Also attending:

Mrs Jennifer Merrills, Governor Services, acting as Clerk

Part 1

1. **Apologies and Consideration of Consent to Absence**

Apologies were received from Justine Kellett and Cllr Burns. Governors consented to their absence.

The meeting was quorate.

2. Declarations of Interest

No new declarations of interest were declared.

3. Governor Membership

Governors welcomed the new parent Governor Mrs Sharon Ahmed to the board and Introductions were made.

Governors were informed by the Chair that Mr Sheeran had tendered his resignation as Executive Principal, so as of 31 August 2024 he will no longer be Executive Principal.

Mr Sheeran will continue to be involved with the college on a consultancy basis to assist and advise on academisation.

Due to the need for an accountable executive post on the FGB, Mr Cormack will change from his current post of Co-Opted Governor to the Principal post from 1 September 2024 to replace Mr Sheeran.

Mr Cormack said we currently have 3 x Co-Opted vacancies and had been holding fire on actively recruiting and appointing. Mr Cormack commented that the board was a great group of people, but notes there was a lot on some peoples shoulders, so in light of that he consider the board should start actively recruiting.

Mrs Bellis suggested the college could make contact with Ann Marr, Chief Executive of St Helens and Knowsley Teaching Hospitals NHS Trust who is retiring, as she may now consider a community based volunteer role.

There were no other suggestions.

Question: How do we get someone?

Answer: No set way of recruiting. Tends to be people known by / suggested by existing Governors.

Governors were asked to think if they had any contacts or suggestions who may be suitable for and interested in the role.

Mr Cormack suggested that the Governor skills audit is looked at to see if there are any areas the board is lacking in. Mr Cormack said his gut feeling was the board should be looking to recruit at least one other Governor with experience in the education sector.

Mrs Ahmed advised Governors that whilst she is a Parent Governor, she is employed within the education sector.

Actions: Governor Services to update Governor Membership regarding Mr Sheeran's resignation

Governors to review Governor skills audit to establish where any gaps lie.

Governors to consider any possible candidates for Co-Opted Governor posts.

4. Minutes of the Meeting held on 23 May 2024

The minutes were approved as a true and accurate record.

5. Matters Arising from the above Minutes

There were no matters arising.

6. Minutes from Pupil Behaviour and Wellbeing Committee Meeting held on 2 July 2024

The minutes were approved as a true and accurate record.

7. Matters arising from Pupil Behaviour and Wellbeing Committee Meeting held on 2 July 2024

There were no matters arising.

8. Recommendations from Pupil Behaviour and Wellbeing Committee Meeting held on 2 July 2024

There were no recommendations.

9. Minutes from Quality of Education Committee Meeting held on 2 July 2024

The minutes were approved as a true and accurate record.

This was quite a short meeting.

10. Matters arising from Quality of Education Committee Meeting held on 2 July 2024

There were no matters arising.

11. Recommendations from Quality of Education Committee Meeting held on 2 July 2024

The intention for September is for Governors to have some data training re exam results / data etc.

12. Minutes from Finance, Personnel & Premises Committee Meeting held on 13 June 2024

The minutes were approved as a true and accurate record.

13. Matters Arising from Finance, Personnel & Premises Committee Meeting held on 13 June 2024

Governors were informed there are ongoing challenges with LA regarding issues needing rectifying/repairing on the college building. Mrs Callaghan is still trying to resolve / deal with these.

14. Recommendations from Finance, Personnel & Premises Committee Meeting held on 13 June 2024

Governors felt that the current sixth form bus route should be extended to reflect the commitments made to new students. The college needs to have flexibility on this.

Resolved: Governors agreed to extend the bus route.

15. Policy Review

Accessibility Plan

Resolved: Governors approved the accessibility plan.

CEIAG Policy

Resolved: Governors approved the CEIAG Policy.

16. Financial Management

Governors noted projections as follows:-

	Total Resources £	Projected Expenditure £	Surplus / Deficit £
2023/2024	£13,201,583	£11,751,277	£1,450,306
2024/2025	£13,141,866	£12,082,292	£1,059,574
2025/2026	£12,616,028	£12,037,218	£578,810
2026/2027	£12,128,744	£11,968,444	£160,300

Governors noted the figures had got more positive over the year as the year progressed.

17. Head Teacher's Report – verbal update

Mr Cormack updated Governors as follows:-

Busy term with exams and all other activities.

The exams went well and procedures were followed well. Mr Cormack expressed his thanks to all the staff involved.

Currently await results in August.

There have also been internal exams this term.

Attendance remains a huge challenge and focus. We are way below where we should be. In the last few weeks our attendance was 82% approx. This is very low and equates to about 200 pupils being off every day.

Y6 induction programme went well, they are a great cohort. The college remains oversubscribed.

Y12 taster day also went well, to encourage future attendees.

Recruitment, has been busy and we have made some good appointments.

Enrichment - There has been lots on - sports days / activities, international trips, clubs etc.

Mr Cormack expressed his thanks to staff and Governors for their work across the academic year.

Academisation matters are ongoing.

A number of staff are leaving us, including Matt Irwin who has been a longstanding staff member.

Governors expressed their thanks to all staff who are leaving Cowley for their contributions during their time working here and congratulations to the ECTs who have all passed.

Question: How is the mobile phone ban going?

Answer: (Mr Hunt). It has started strong. More than 99% of pupils have got on with it. There have been minimal issues, but this tends to be repeat offenders

(Mrs Ahmed). It seems to have gone ok as gone ok, but my child reported that bag searches were causing delays in children getting into school.

(Mr Cormack). It has gone really well. Thanks to SLT for planning, consulting and executing it well. We are seeing pupils playing connect 4, uno etc at lunch time, chatting to one another more. Proud of what the team has done and how it has been responded to.

18. Terms of Reference 2024/2025

Chair asked newly appointed Chairs of Committees to review and bring any suggested amendments to the next meeting.

19. Nomination of Chair and Vice Chair of FGB for 2024/25

Mr Anders and Mrs Hill were nominated and voted in again as Chair and Vice Chair.

Resolved: Governors voted in favour of Mr Anders being Chair and Mrs Hill being Vice-Chair for 2024/25 academic year.

20. Nomination of Chair and Vice Chair of Committees 2024/25

Pupil Behaviour and Wellbeing Committee

Mr Van Der Laan is unable to commit to attending these meetings regularly due to work commitments and the meeting time being 3.30pm, so considers he should not continue as Chair.

Mrs Kellett was nominated in her absence for Chair and Mr Van Der Laan as Vice Chair.

Resolved: Governors voted in favour of Mrs Kellett being Chair and Mr Van Der Laan being Vice-Chair for 2024/25 academic year.

Quality of Education Committee

Mrs Hill was nominated as Chair and Mrs Kellett in her absence as Vice Chair.

Resolved: Governors voted in favour of Mrs Hill being Chair and Mrs Kellett being Vice-Chair for 2024/25 academic year.

Finance, Personnel and Premises Committee

Mr Worthington was nominated as Chair and Mr Van Der Laan as Vice Chair.

Resolved: Governors voted in favour of Mr Worthington being Chair and Mr Van Der Laan being Vice-Chair for 2024/25 academic year.

Teachers Pay Committee

Mrs Farrell was nominated as Chair and Mr Worthington as Vice Chair.

Resolved: Governors voted in favour of Mrs Farrell being Chair and Mr Worthington being Vice-Chair for 2024/25 academic year.

21. Nominated Governors 2024/25

No changes.

22. Staffing Structure 2024/25

Mr Cormack said he had nothing to add to the Finance, Personnel and Premises Committee meeting minutes. Mr Cormack expressed his thanks to Dave Painter for timetabling.

The Governors requested a formal introduction to the newly appointed SLT.

Action: Mr Cormack to arrange for new SLT to meet Governors.

23. School Newsletter

Governors commented that there was lots in there and it was all great to see.

24. International Trips

Mr Sheeran has recently returned from the China trip to Beijing with students and updated Governors:-

- Cowley have been part of the Mandarin Excellence programme since 2017, part of the second wave. The first trip was in 2019, then Covid hit, and this is the first trip post-pandemic.
- 16 students attended, 7 of whom were pupil premium students and one had never been abroad outside the UK before.
- Mr Sheeran shared photographs and a video of the trip with the Governors.
- The impact of the trip experience upon the children is great, amazing experience.
- They visited famous sites including the Great Wall, Temple of Heaven and Birds nest.
- The host teacher and school were really welcoming and accommodating.
- They ate out in many restaurants, including a Chinese “hot pot” experience” and by the end of the trip all the students were using chopsticks to eat meals.

- Upon his return Mr Sheeran has written to both Marie Rimmer and David Baines to commend the project (was a Conservative initiative) and ask that it continues.

Mr Cormack informed Governors that he received a call during the trip from the mother of a female student who was away on the trip to inform him that the student's father had unexpectedly and suddenly passed away and she was unable to contact her daughter. Mr Cormack was able to get in touch with Mr Sheeran to notify him and to ask that he tell the student the news and then arrange a call with her mother. Mr Cormack commended Mr Sheeran on how sensitively he handled this very difficult situation. Mr Sheeran had to wake the child and break the news to her and then facilitate a call with the mother. The child's mother was very worried that the student would find out the news via social media before being told. Fortunately, the student was told before she received any social media notifications.

Mr Cormack advised that the student is now back in school and getting support, her sibling (brother) is starting in Year 7 in September.

Mr Cormack also informed Governors another student in Year 10 has since lost her father.

Governors were sad to note this news, but pleased that the students were being well supported with excellent pastoral care.

25. Wellbeing of Students

Mr Hunt considered that Mr Cormack has already covered most of this throughout the meeting. The students have good enrichment opportunities and trips and receive great pastoral care here. Attendance remains a priority and a real challenge.

26. Governor Development

Governors informed the newly appointed Parent Governor Mrs Ahmed that there were training resources available via the National College and via the LA, usually advertised on Governor Hub. Governors commended Lisa Bundock at Governor Services as being very knowledgeable and helpful should Mrs Ahmed wish to contact her.

27. Time and Date of Next FGB Meeting – Thursday 17 October 2024 at 5pm

Governors noted the same.

28. Full Governing Board Meeting Dates for 2024-2025 academic year

Governors noted the dates for FGB meetings and Committee meetings as set out in the agenda.

29. Urgent Matters

There were no urgent matters.