

w/c 12 September 2016	w/c 7 November 2016
<p><u>Procedural</u> Appointment of the governors of the Local Advisory Board (LAB) - (not necessary for May converters in year one) Appointment of the Clerk to the LAB - (not necessary for May converters in year one) Complete annual pecuniary interest forms and Code of Conduct – (not necessary for May converters in year one) Minutes of the last meeting and matters arising Chair's and Head's Urgent business</p> <p><u>Academy Improvement, teaching and learning</u> Receive report on summer testing results and trends over 3 years Presentation on pupil tracking to be used for 2016/17 Review progress on Academy Development and Improvement Plan Update from Headteacher on people and finance at start of academic year Review staff salaries and pay progression Set an annual budget and review the closing budget from the previous year Receive Annual Safeguarding Report for 2015/16 Governor visits Trust Board Update Barriers to progress</p> <p><u>Governance development</u> Clerk's Update – membership, local and national strategies Governor training LGB Action Plan</p>	<p><u>Procedural</u> Declaration of interests Minutes of last meeting and matters arising Chair's and Head's Urgent business</p> <p><u>Academy Improvement, teaching and learning</u> RAISE/Data dashboard review Questions on Headteacher's report to CEO and LAB Quality of teaching Review progress on Academy Development and Improvement Plan Report on use of pupil premium Report on staff appraisal Use of sports premium Review variations in budget spend Governor visits Report from Safeguarding governors on review of Single Central Record Report from Maths governors Report from English governors Trust Board update Barriers to progress</p> <p><u>Governance development</u> Clerk's Update – membership, local and national strategies Governor training LGB Action Plan</p>

w/c 9 January 2017	w/c 13 March 2017
<p><u>Procedural</u> Declaration of interests Minutes of the last meeting and matters arising Chair's and Head's Urgent business</p> <p><u>Academy Improvement, teaching and learning</u> Monitor the success of the phonics programme at Y1 Review progress on Academy Development and Improvement Plan Review Parent View and plan parent surveys Review collective worship arrangements Review variations in budget spend Review the academy emergency plan Annual Report on SEN Governor visits Report from Early Years governors Report from Safeguarding/CP/LAC governors Trust Board update Barriers to progress</p> <p><u>Governance development</u> Clerk's Update – membership, local and national strategies Governor training LGB Action Plan</p>	<p><u>Procedural</u> Declaration of interests Minutes of last meeting and matters arising Chair's and Head's Urgent business</p> <p><u>Academy Improvement, teaching and learning</u> Performance Management update Review parent survey results Report on impact of pupil premium Report on quality of teaching and pupil progress Questions on Headteacher's report to CEO and LAB Report on predicted outcomes for cohorts and years Review progress on Academy Development and Improvement Plan Plan survey of staff/pupils (as required) Review variations in budget spend Review of academy website Governor visits Report from Maths governors Report from English governors Trust Board update Barriers to progress</p> <p><u>Governance development</u> Clerk's Update – membership, local and national strategies Governor training LGB Action Plan</p>

w/c 1 May 2017	w/c 12 June 2017
<p><u>Procedural</u> Declaration of interests Minutes of the last meeting Matters arising Chair's and Head's Urgent business</p> <p><u>Academy Improvement, teaching and learning</u> Review progress on Academy Development and Improvement Plan Governor visits Review variations in budget spend Review staffing structure for following year Review of staff CPD/shared expertise Report on review of Single Central Record Report from safeguarding governors Trust Board update Barriers to progress</p> <p><u>Governance development</u> Clerk's Update – membership, local and national strategies Governor training LGB Action Plan</p>	<p><u>Procedural</u> Declaration of interests Minutes of last meeting Matters arising Chair's and Head's Urgent business</p> <p><u>Academy Improvement, teaching and learning</u> End of year testing results Review progress on Academy Development and Improvement Plan and adopt a new plan for the coming year Questions on Headteacher's report to CEO and LAB Academy self-evaluation report Review variations in budget spend Governor visits Report from Early Years governors Trust Board update Barriers to progress Evaluation of LAB's work in 2016/17</p> <p><u>Governance development</u> Clerk's Update – membership, local and national strategies Governor training Governor Action Plan – new items for following year Strategic planning by FGB Election of chair and vice chair Appoint governors with specific responsibilities for the year ahead Set up a hearings committee for staffing, exclusions and complaints - 4 governors Appoint Performance Management governors and secure training</p>