

CARDINAL HEENAN CATHOLIC HIGH SCHOOL GOVERNING BODY

Minutes of the extraordinary meeting held on Wednesday 6 May 2015 at 5.30pm

PRESENT:

Liz Cox (Headteacher)	Andrew Nelson
Paul Connell	Mary O'Shea
James Hillyard	Thérèse O'Sullivan
Rosie Evans	Keith Partridge
Mike Gan	Jenny Rooney
Richard Harker	Anne Woliter
David Murray	

IN ATTENDANCE: Olivia Whiteley (Clerk, Governor Support Service)

		ACTION
1.00	WELCOME AND PRAYER	
1.01	Governors were welcomed to the meeting which opened with a prayer.	
1.02	David Murray recently stepped down as Chair of governors. The Clerk was asked to chair the extraordinary meeting.	
2.00	APOLOGIES	
2.01	Apologies were received and accepted from Bernard Poulter, Helena Angstromann and Fr Tim Wiley.	
3.00	ELECTION OF CHAIR AND VICE CHAIR AND AGREEMENT OF TERMS OF OFFICE	
3.01	Governors agreed that the terms of office of the Chair and Vice Chair should end in September 2016. James Hillyard was nominated for the position of Chair of the governing body. The Clerk asked that James Hillyard leave the room in order for governors to vote.	
3.02	Resolved: <ul style="list-style-type: none">• That James Hillyard be elected Chair of the governing body and that the Chair's term of office end in September 2016.	
3.03	Mary O'Shea was nominated for the position of Vice Chair.	
3.04	Resolved: <ul style="list-style-type: none">• That Mary O'Shea be elected Vice Chair of the governing body and that the Vice Chair's term of office end in September 2016.	
3.05	Governors thanked the outgoing Chair, David Murray, for all his work as Chair of Governors. The Headteacher added that he has been a very good critical friend who has provided much support to the school. Governors were pleased to note that he will continue as a governor. David Murray thanked the governing body.	

4.00 ANY OTHER URGENT BUSINESS

4.01 On 11 June there will be a twilight session in which staff will be developing the new schemes of work. The Headteacher asked whether governors would agree to the school closing at 1.30pm to allow staff four hours of planning. Provision will be made for parents who cannot make it to school at this time and buses and exams will run as normal.

4.02 **Resolved:**

- That the governing body approve the school's closure at 1.30pm on Thursday 11 June, in order to facilitate a staff twilight session.

5.00 DATE AND TIME OF NEXT MEETING

5.01 The next meeting will take place on Wednesday 1 July at 6.00pm.