



Stafford Manor High School

Enc 2

Finance Committee

Monday 18th June 2018, 5.15pm, Stafford Suite

Minutes

Confidential Appendix

Matters arising from the 30th April 2018

Item 1 – DP to reduce to 2 days in September 2018. There is no cost to the school. MR will be carrying out much of the Premise duties. Paul Cantrill has taken on 1st aid reporting.

Tracy Mackay is to be upgraded as she is now carrying out the data imputing and analysis.

A member of the admin team has also taken on bigger projects and will be line managing the Admin Apprentice to be recruited that has been advertised. Salary to be duly increased.

A Sports co-ordinator has been advertised with interviews taking place week commencing June 25th 2018. This is a temporary position. Two candidates have been shortlisted.

A temporary position for an un-qualified teacher has been advertised to act as Cover Supervisor.

The meeting noted that many private companies are now using 'Indeed' to advertise, a free service; it was confirmed that SMHS has access to this and does use it.

It is anticipated that there will be a full complement of staff in September.

A 0.6 full time equivalent (FTE) Science teacher has been recruited as well as a 0.5 FTE IT teacher and 2 new English teachers. Both the new English teachers are experienced, RL extended his thanks to CT for attending the interviews.

Darren Chadwick is to teach full time with a view to gaining his teaching qualification. Various routes to achieve this are being investigated. Governors noted that he is a fantastic asset to the school.

Signed
Chair of Finance Committee

Date 17th September 2018

Confidential Actions from 18th June 2018

Item no	Action	Responsibility of/Deadline	Outcome