

**Ryarsh Primary School**  
**Minutes of the Extraordinary Meeting of the Full Governing Body (EFGB)**  
held on Friday 22 September 2017 at pm

**Present:** Steve Hughes, John Macnab, Jon Naylor, Rachel Rowland (Chair), Stewart Speake, Carmel Sutton

		<b>Action</b>
<b>1</b>	<p><b>Introduction</b></p> <p>The Chair welcomed those present. Apologies for absence were accepted from Staff Governors Ruth Austin, Daniel Childs and Claire Crome (due to discussion of staff pay), and Steve Hill and Daniel Sproul (prior commitments). The meeting was quorate.</p>	
<b>2</b>	<p><b>Declaration of business interests</b></p> <p>No business interests were declared against agenda items.</p>	
<b>3</b>	<p><b>Pay and Reward Policy</b></p> <p>The meeting had been convened as per discussion at the previous evening's Full Governing Body (FGB) meeting. The purpose was to discuss Pay Committee recommendations relating to uplifts to Teachers' pay following the publication of diverging sets of guidance by central government and KCC. Following discussion, Governors agreed pay awards as follows:</p> <ul style="list-style-type: none"> <li>• Main pay scale: 2% uplift at top and bottom of scale as per statutory requirement.</li> <li>• Upper pay scale: 1% uplift across all three points; although not in line with KCC guidance, this increase was provided for in the school's budget.</li> <li>• Leadership pay scale: 2% uplift to top and bottom of range in line with statutory guidance.</li> <li>• Other pay points: 1% uplift across all points in between; although not in line with KCC guidance, this increase was provided for in the school's budget.</li> <li>• Unqualified pay scale: 1% uplift applied to point 1 and point 6 of the unqualified scale. Points 2-5 remained unchanged which was in line with the main pay scale.</li> </ul> <p>Governors were satisfied that the agreed pay increases would ensure pay rises for all staff who had met their performance targets. This equated to all staff who had been performance managed in that cycle; this would not have been the case if the Kent guidance alone had been applied.</p> <p>Governors noted the requirement to review the Pay and Rewards Policy on a yearly basis. The next Pay Committee meeting would be scheduled to take place prior to the first FGB of the academic year 2018-19 in order to avoid the need for another EFGB. The Chair thanked those who had attended the present EFGB for making the timings of this year's schedule possible.</p> <p><b>Action: The Chair to advise all Governors of the pay decisions.</b></p> <p><b>Action: The Head to update the Pay and Rewards Policy accordingly.</b></p> <p><b>Action: The Pay Committee to schedule a meeting early in Term 1 of the academic year 2018-19.</b></p>	<p>Chair Head Pay Cttee</p>

Signed (Chair) \_\_\_\_\_

Date \_\_\_\_\_

**Action Summary**

i.	<b>Advise all Governors of pay decisions taken.</b>	Chair	
ii.	<b>Update the Pay and Rewards Policy to reflect decisions.</b>	Head	
iii.	<b>Schedule a meeting early in Term 1 of the academic year 2018-19.</b>	Pay Committee	