

Proposal for Changing PAB Meeting Dates

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Background

The PAB meets on the first Wednesday of alternate months, currently February, April, June, August, October & December. Two problems have been identified with the present dates:

- 1) 3 out of 6 of the meetings tend to fall in school holiday time. These are:
 - February Half Term
 - June Half Term
 - August Summer Holiday

This can cause problems for parents who adhere to the recent advice from the Government that taking their children out of school during term time is not acceptable and who therefore book family holidays in school holiday periods. It places the PAB in the difficult position of indirectly discouraging parents from becoming members of the PAB. It also makes it difficult for those members of the Executive team that are parents to attend PAB meetings in their advisory capacity.

- 2) There are practical problems caused by the lack of synchronisation between the Board calendar and the PAB calendar under the current process that has to be followed regarding papers from the Executive team to the PAB. Papers from the Executive generally have to go to the Board first before they can be taken to the PAB. Papers for the PAB go out 2 weeks beforehand, and for the Board go out 1 week beforehand. As the dates are not currently synchronised, some long delays appear. For example, in order to take a paper to the June PAB, the Executive need to have produced it by 14th April.

Proposal

That the PAB meeting dates be changed to the first Wednesday of January, March, May, July, September & November effective from January 2005.

or

That the PAB meeting dates be changed to the second Wednesday of January, March, May, July, September & November effective from January 2005.

** It is intended that the new dates start with a meeting in January 2005. A 3 month gap between meetings is unlikely to improve the flow of Papers during that period.*

Additional Information

- In both cases the proposed meeting dates fall into the term times of both the present school year and the new 6 term school year being introduced in some areas.
- The choice of the first Wednesday of the month could lead to a meeting being scheduled for a Bank Holiday e.g. New Year's Day, in which case the meeting will take place on the following Wednesday..
- The choice of the first Wednesday of the month could lead to the January and September meetings being very close to the start of a new School Term.
- Both sets of proposed dates have the support of the Executive team and would improve the flow of Papers between The Executive, The Board and The PAB, provided the Board calendar is synchronised as a result.
- The date of the PAB election (as defined in the PAB rules) would remain unchanged as a result of this proposal. The final meeting for members reaching the end of their term of office would be the March PAB meeting. New members would join the PAB on 1st April. The period between the date of joining and the first PAB meeting could be used to schedule a PAB induction prior to the new member(s) attending their first PAB meeting.