

**MINUTES OF A STRATEGY & SCRUTINY MEETING OF THE NOBEL SCHOOL BOARD
OF GOVERNORS
HELD AT THE SCHOOL ON 14 MARCH 2018 at 6.30pm**

Governors Present: Peter Heppelthwaite – Chair, Steven Chown, Martyn Henson (Headteacher), Sheenagh Parsons, Amy Pearson, Hilary Rodgers, Robin Spicer, Rev. Kojo Wood.

Also in Attendance: Jacquie Watts (Clerk), Barry Burningham, Christine Crawley (for part of the meeting) and Naomi Rose.

Apologies For Absence Received From: Graham Blackburn, Nick Hoffman and Sue Padfield (initially for late arrival). Apologies were also received from Craig Temple (but too late to be notified to the meeting).

(NB: Governor Challenge, Questions and Monitoring are highlighted in bold)

Action By:

1.	<p>To receive any apologies for absence and decide whether to consent to the same</p> <p>NOTED: apologies for absence had been received by the Clerk from Graham Blackburn, Nick Hoffman and Sue Padfield (initially for late arrival). <i>Apologies were also received from Craig Temple (but too late to be notified to the meeting).</i></p> <p>AGREED: consent for absence was given to those who had tendered apologies.</p> <p>NOTED: the Chair apologised for the cancellation of the scheduled February Governing Board meeting, but he and the Headteacher had felt it was for the best, given the OFSTED inspection that had taken place that week.</p>	
2.	<p>For governors to declare any potential conflicts of interest re. items on the agenda</p> <p>NOTED: Hilary Rodgers' Board membership was to be considered under item 4 of the agenda.</p> <p>AGREED: that Hilary Rodgers should not be asked to withdraw from the meeting for the item.</p>	
3.	<p>Review of Governor Skills Audit</p> <p>NOTED: the governors' skills audit was due to be reviewed, but not all governors had returned their details.</p> <p>AGREED: Christine Crawley would circulate a blank skills audit form. Any governors with outstanding skills audit returns would complete them and email them to Christine Crawley as soon as possible so that she could collate and circulate them via Moodle. Other governors were invited to update their skills record if appropriate.</p> <p>AGREED: the Chair would contact Richard Aggus, the former Chair, to see if he had any information relating to the last Skills Audit.</p> <p>NOTED: based on data currently available, all skills needed by the</p>	<p>AII/ CC</p> <p>PH</p>

	<p>Governing Board were covered via existing members. Nevertheless, the Chair was looking to fill the current seven vacancies to boost and extend the skills available.</p> <p>AGREED: the Headteacher would make arrangements for the election of a new staff governor.</p> <p>AGREED: governors would identify to the Chair and Headteacher any suitable governor candidates for the other four full Governor vacancies and two Associate Governor vacancies.</p>	<p>MH</p> <p>All</p>
4.	<p>Governing Board Membership</p> <p>NOTED: Hilary Rodgers' period of governorship had come to an end.</p> <p>AGREED: to reappoint Hilary Rodgers as a Co-opted Governor for a further period of four years ending on 13 March 2022.</p>	<p>Clerk</p>
5.	<p>Safeguarding Report</p> <p>NOTED: the oral presentation by Barry Burningham on behalf of Steve Morley and the data that had been previously uploaded to Moodle as part of RACE. There had been no CP referrals since the last report.</p> <p>NOTED: in terms of fundamentals data, pupil attendance was currently at 95.62%, which was excellent. Bad behaviour points were lower than the previous year's by 20%.</p> <p>NOTED: the positive impact of Pivotal, although it was work in progress and the school recognised that not all students would respond to the initiative. Repeated bad behaviour points were concentrated in a small group of students. Analysis showed 1% of the student population, 14 students, accounted for 17% of total behaviour points and the top 10% of students, 140 students, accounted for 66% of total behaviour points. The school needed to focus on them.</p> <p>NOTED: that achievement points were 45% up on last year.</p>	
6.	<p>Term 2 Finance Report</p> <p>NOTED: the report uploaded to Moodle prior to the meeting. Christine Crawley talked to the points raised.</p> <p>NOTED: the school was still waiting for funds from the Life Cycle Fund to cover some aspects of historical expenditure. Payment from HCC depended on the school achieving a balanced budget in future years. Christine Crawley believed this was possible for the next financial year but had reservations regarding the years beyond.</p> <p>NOTED: governors' concern regarding the deficit figure. The Chair stressed this needed to be addressed, but without jeopardising the quality of teaching and the focus on improving exam results. He was keen to see a Business Plan in place at the school to increase the transparency of issues for governors.</p> <p>NOTED: the school remained keen to renegotiate its Facilities Management contract because it believed there were savings to be</p>	

	<p>had. At the moment, it remained a significant part of the school's expenditure.</p> <p>NOTED: the Department for Education's current focus on expenditure in FE. Its attention was likely to turn to schools in the near future. Christine Crawley reiterated that the school managed its finances tightly.</p>	
7.	<p>Schools Financial Value Standards</p> <p>NOTED: the documentation previously uploaded onto Moodle. The school needed to make an annual return on behalf of the Governing Board.</p> <p>NOTED: that full assurance was given on all points barring two, numbers 16 and 20. Balances were not at a reasonable level because of the financial deficit but the school was attempting to address this.</p> <p>AGREED: the response to the Schools Financial Value Standards as presented.</p>	
8.	<p>Approval of Policies 8.1 Physical Activity Policy 8.2 Health and Well Being Policy</p> <p>NOTED: policies 8.1 and 8.2 as previously uploaded onto Moodle for written comment and agreement by governors prior to the meeting. Eight governors had approved policy 8.1 online and nine governors had approved policy 8.2. This was above meeting quorum requirements. No one had objected to the policies.</p> <p>AGREED: to confirm formal agreement to the two policies.</p> <p><i>Christine Crawley left the meeting following consideration of item 11.1, which was taken out of agenda order.</i></p>	
9.	<p>Ofsted Report</p> <p>NOTED: the confidential inspection report from Ofsted and the school's response to the same as circulated via email by the Headteacher. The Headteacher talked to the report and expanded in detail on the school's experiences of the recent section 5 Ofsted Inspection. The report needed to remain confidential until published by Ofsted. The Headteacher wanted to use the report as a positive platform to build upon and move forward from.</p> <p>NOTED: the Headteacher felt that the inspection process had been professional and transparent and the report was a fair and accurate assessment of the school at the present moment in time.</p> <p>NOTED: Going forward, the Headteacher was hoping for a lighter focus on scrutiny and a stronger focus on strategy by the Governing Board. He felt governors should feel able to trust the school's judgement on matters. The school and the Board needed to focus on making improvements to what was already in place. To this end, he planned on reducing the number of formal lesson observations taking place across</p>	

	<p>the school in order to focus on known areas for improvement. He felt the school needed to be aspirational in approach. The school had an issue with a group of able students who were under achieving, This needed to be tackled and the school was hoping to introduce more focused trips and activities to add motivation and aspiration.</p> <p>NOTED: governors did not believe that they had been heavy handed in scrutinising the work of the school at the expense of strategic development. The Headteacher confirmed that he did not feel that either, but the school and the Governing Board needed to be consistent in their approach to matters and should focus on areas of school performance that were not consistent with the overall approach of the school. The school should carry out scrutiny activities. The Governing Board should make sure that the school carried out such activities, rather than undertaking them itself. The Chair queried whether the accuracy of the school's reporting was as a result of the scrutiny of the Governing Board? The Headteacher reiterated that he did not wish to end monitoring of school activities. He just wished to do it differently.</p> <p>NOTED: the need to develop the social skills of pupils alongside their academic ones. The needs of underachieving pupils were again highlighted. Governors queried how the school could raise the bar in this regard? The Headteacher highlighted ways in which the culture of the school could be adjusted and links to primary feeder schools developed. The Governing Board supported the approach, but asked for a clear plan as to what, how and who would carry forward developments.</p> <p>AGREED: to congratulate the school and its staff on their efforts during the Ofsted inspection, prior to the publication of the Ofsted report.</p>	
10.	<p>To Agree the Minutes of the Previous Meeting of The Board held on 17 January 2018 and discuss any matters arising, including actions from the tracking sheet</p> <p>AGREED: the minutes of the Governing Board Scrutiny meeting held on 17 January 2018 as a true and correct record. These were duly signed by The Chair.</p>	
11.	<p>AOB</p> <p>11.1 Expenditure Proposal</p> <p><i>This item was discussed out of agenda order and between items 8 and 9 to allow Christine Crawley to leave the meeting early.</i></p> <p>NOTED: the proposal report as previously uploaded onto Moodle for governors' consideration. The purchase of a cash loader at a one off cost of £5400 would result in repeated annual savings of £2073. Funds were available in the ICT drawdown fund. Only two quotations had been provided as there were only two providers of the equipment in question. In response to a query from governors, Christine Crawley advised that the new equipment should not result in a slower system. There were no queues currently and students would be encouraged to use the online system in advance.</p>	

	<p>AGREED: to the purchase of the recommended equipment.</p> <p>11.2 Curriculum Policy</p> <p>NOTED: Naomi Rose was anxious for the policy to be approved. It had been due to be discussed at the cancelled February Governing Board meeting. Although it had not been placed on this meeting's agenda, she was hoping it could now be approved.</p> <p>NOTED: the curriculum policy had initially been discussed at the 13 December 2017 meeting of the Board. It had been intended to present the full Curriculum policy to the February meeting for approval and the document had been uploaded onto Moodle in advance of the meeting, but an insufficient number of governors had approved it in advance online. Five governors were prepared to agree the document based on their online reading of it, but others indicated they had not yet read the document and therefore felt unable to agree it at this moment in time.</p> <p>AGREED: All governors should read the policy as a matter of urgency and agree it online, if they were happy with it. If there were no online objections and a minimum of seven governors recorded their approval via Moodle, the school could regard the document as approved by the Governing Body. An item would be placed on the May Governing Board agenda in order formally to confirm acceptance of the policy (if so approved).</p>	<p>ALL</p> <p>Clerk</p>
<p>12.</p>	<p>Date of Next Meeting</p> <p>NOTED: the Foundation Committee would be meeting on 18 April 2018. Only Foundation Committee members need attend. Rev. Kojo Wood submitted his apologies for the meeting.</p> <p>AGREED: the date of the next Scrutiny meeting of the Board of Governors as Wednesday, 23 May 2018 at 6.30pm. Peter Heppelthwaite submitted his apologies for the meeting. One of the Vice Chairs would chair the meeting in his absence.</p>	

Drafted by: Jacquie Watts
Clerk To The Governors
17 March 2018

Approved by The Board of Governors on:

Date:23 May 2018.....

Signature (Chair):.....