

**MINUTES OF A VIRTUAL MEETING OF THE NOBEL SCHOOL BOARD OF GOVERNORS**  
**HELD ONLINE VIA MOODLE FROM MONDAY 20 APRIL UNTIL SUNDAY 26 APRIL 2020**

**Governors Present:** Peter Heppelthwaite (Chair), Steven Chown, Christine Crawley, Kelly Hagland, Martyn Henson (Headteacher), Nick Hoffman, James Kay, Mark Laws, Rose Odudu, Matthew Reah, Hilary Rodgers, Robin Spicer, Rev. Kojo Wood.

**Also in Attendance:** Jacquie Watts (Clerk)

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

Action By:

1.	<p><b>To receive any apologies for absence and decide whether to consent to the same</b></p> <p><b>NOTED:</b> the meeting was quorate.</p> <p><b>NOTED:</b> no apologies for absence had been received.</p>	
2.	<p><b>For governors to declare any potential conflicts of interest re. items on the agenda</b></p> <p><b>NOTED:</b> there were no declarations of interest recorded.</p>	
3.	<p><b>Approval for Online Meeting</b></p> <p><b>NOTED:</b> 12 governors confirmed their approval to the meeting being conducted by Moodle. There were no disagreements.</p> <p><b>AGREED:</b> to this online meeting as a formal meeting of the Board of Governors.</p>	
4.	<p><b>Headteacher's Report</b></p> <p><b>NOTED:</b> the report uploaded to Moodle on 21 April 2020. 13 governors responded to the report and discussed it in detail online. <b>Questions asked included: the names of the senior staff responsible for key areas of COVID 19 response; how school assessment might accurately replace external exams; pupil response to autumn exams; pupil access to IT; the CP policy and how the school was responding to vulnerable children. Feedback was also provided on the need for consistency of approach from staff to distance learning.</b> Most questions were answered within the time constraints of the meeting. At the close of the meeting the following questions remained unanswered: <b>"Will governors be provided with the addendum to the CP policy mentioned in the Vulnerable and CLA update? Are any safeguards in place to prevent the school being forced to close in the event of the Premises Manager being unavailable for work?"</b></p> <p><b>NOTED: Governor praise for and thanks to the school and its staff for the response to the COVID 19 situation. The Safeguarding lead governor was reassured that the school had identified its vulnerable students and was maintaining weekly contact with them</b></p> <p><b>RECOMMENDED:</b> post meeting by the Clerk, that all outstanding questions</p>	

	<a href="#">are addressed via Moodle outside of the meeting.</a>	<b>MH</b>
<b>5.</b>	<p><b>Governor Contingency Planning</b></p> <p><b>NOTED:</b> the brief report uploaded to Moodle with the agenda. 11 governors responded to the report and discussed it online. <b>Questions asked included: the names of the Vice Chairs and whether any of the Vice Chairs and Chair were currently ill or categorised as high risk or categorised as key workers. Most governors considered the need for contingency planning at the start of the week and were broadly happy with the status quo of Chair and two vice-chairs. Some suggested the longest serving governor should take on a fourth contingency role if all three were unable to fulfil the role of chair, but no names were put forward.</b> On the last day of the meeting, the two Vice Chairs confirmed that one was classified as a key-worker and the other might be classified as vulnerable health-wise and was heavily engaged in work relating to COVID 19. In light of their response, the final governor commenting felt that a back-stop governor was desirable, but the meeting was now at an end and there was insufficient time for a concrete proposal to be put forward and agreed.</p> <p><b>RECOMMENDED:</b> post meeting by the Clerk as the originator of the report, that this item is included on the Governing Board agenda for 6 May and a formal decision is made then. Based on available records, the current longest serving governor is Hilary Rodgers followed closely by Nick Hoffman.</p>	<b>Clerk</b>
<b>6.</b>	<p><b>Minutes of Previous Virtual Meeting held on 18-24 March 2020</b></p> <p><b>NOTED:</b> the provisional minutes of the Governing Board virtual meeting held on 18-24 March 2020 and the accompanying Action Tracker document as uploaded onto Moodle. 9 governors approved the minutes. There were no dissensions.</p> <p><b>AGREED:</b> the minutes of the Governing Board meeting held on 18-24 March 2020 as a true and correct record. These would be physically signed by the Chair at the next opportunity.</p>	<b>Chair/ Clerk</b>
<b>7.</b>	<p><b>Date of Next Meeting</b></p> <p><b>NOTED:</b> the proposal that the next meeting of the board of Governors be agreed as Wednesday, 6 May 2020 at 6.30pm, as agreed at the previous meeting, but in view of the COVID 19 situation governors were also asked to agree to the calling of online meetings via TEAMS or other online methods as deemed necessary by the Chair of Governors. 11 governors approved the proposal. There were no objections.</p> <p><b>AGREED:</b> the date of the next meeting of the Board of Governors as Wednesday, 6 May 2020 at 6.30pm but that, in view of COVID 19, a further online meeting should be called as deemed necessary by the Chair.</p>	<b>Chair/ Clerk</b>

Drafted by: Jacquie Watts  
**Clerk To The Governors**  
**27 April 2020**

**Approved by The Board of Governors on:**

**Date: .....12 May 2020.....**

**Signature (Chair):.....**