

**MINUTES OF A MEETING OF THE NOBEL SCHOOL BOARD OF GOVERNORS
HELD VIA TEAMS ON WEDNESDAY 16 MARCH 2022 AT 6.30PM**

Governors Present: Peter Heppelthwaite (Chair), Kelly Hagland (Chair for part of the meeting), Glenn Atkins, Mark Laws, Martyn Henson (Headteacher), Nick Hoffman, Wendy Parsley, Rev. Kojo Wood.

Also in Attendance: Jacquie Watts (Clerk), plus Nik Thomas (Business Manager), Naomi Rose (Deputy Headteacher), Steve Morley (member of staff) and three representatives of MCR Pathways (Fay Gingall, Debbie Bains, Carol Richardson) for parts of 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 were received from Manesh Chudasama (prior engagement), Rose Odudu (work), Mathew Reah (health), Robin Spicer (family health).</p> <p>NOTED: Glenn Atkins had apologised in advance for his late arrival because of work commitments and Peter Heppelthwaite apologised in advance for his early departure because of work commitments. Naomi Rose would also need to leave early because of another governors' meeting.</p> <p>AGREED: to accept all apologies submitted.</p>	
2.	<p>AOB</p> <p>NOTED: there were no items of urgent business to discuss.</p>	
3.	<p>For governors to declare any potential conflicts of interest re. items on the agenda</p> <p>NOTED: there were no declarations of interest.</p>	
4.	<p>SFVS (Agenda item 8.4)</p> <p>AGREED: because of the risk of the meeting becoming inquorate, to take agenda item 8.4 out of order.</p> <p>NOTED: the document uploaded to TEAMS with the agenda. There was one change to the total compliance recorded last year. The school was now recorded as being partially compliant in setting three year balanced budgets. Not all budgets in the three year period balanced, but they were considered to be a prudent use of reserves. Governors asked how long it would be before three years of balanced budgets were achievable? Nik Thomas was considering this as part of the budget setting process and expected to have an answer in several weeks time. A balanced budget was possible for 22/23, but would not necessarily use the school's reserves for the benefit of the school and its pupils.</p> <p><i>Glenn Atkins joined the meeting at this point.</i></p> <p>NOTED: Governors asked if the school's current reserves were at the right level? Nik Thomas was comfortable with a reduction in reserves, but preferably not below £400k.</p>	

	AGREED: unanimously to approve the SFVS for 2022 as submitted.	
5.	<p>Safeguarding Report (Agenda Item 4)</p> <p>NOTED: the report uploaded to Teams along with the agenda and the references to safeguarding within the Head's video report. Steve Morley also provided an oral report and responded to governors' questions. The increasing complexity of family issues the school was dealing with were highlighted. Relevant training sessions had been delivered to staff and pupils. In terms of behaviour, a small number of pupils were creating significant challenges for the school.</p>	
6.	<p>Feedback From Pupil Well-Being Survey (Agenda item 6)</p> <p>NOTED: a stand alone report was not uploaded to Teams as per the agreed agenda, but the Safeguarding Report (minute 5) detailed feedback from the Pupil Well-Being Survey. Governors asked questions about the report and the item was therefore taken out of agenda order. In particular, governors wanted to know why 5% of pupils felt unsafe? Steve Morley detailed a variety of reasons, many of which did not relate to the school.</p> <p><i>Fay Gingall of MCR Pathways joined the meeting at this point</i></p> <p>NOTED: reasons included Covid, other people and bullying, The school was looking into issues and ways of responding to those that were school related. The number of pupils feeling unsafe was smaller than in other schools.</p> <p><i>Carol Richardson of MCR Pathways joined the meeting at this point</i></p> <p>NOTED: part of the school's response was to explore kindness and some issues of unkindness in the school. In terms of other negative responses to the questionnaire, the school was identifying themes per year group, as survey returns were anonymous. Poster campaigns were also being run in the school. Governors asked if any issues had arisen as a result of the Russian/Ukrainian conflict? The school was donating to the Ukrainian refugee crisis. There had been no significant pupil issues. The school had one Ukrainian and one Russian teacher.</p> <p><i>Debbie Bains of MCR pathways joined the meeting during the above discussions. Steve Morley left the meeting at this point. Peter Heppelthwaite left the meeting at this point and Kelly Hagland took the Chair for the rest of the meeting.</i></p>	
7.	<p>Curriculum Presentation – MCR Pathways (Agenda item 5)</p> <p>NOTED: the presentation by MCR Pathways on its relationship-based mentoring approach for Care-experienced young people, including quotations from the young people experiencing the mentoring. All mentors were volunteers and MCR Pathways was always keen to welcome more mentor volunteers. The mentor process was explained and a presentation delivered via screen share.</p> <p>NOTED: governors thanked MCR Pathways for their presentation and asked if they had identified any mentors from amongst the school alumni? Some volunteers had been identified. In response to questions from governors, the scheme's links to careers and pastoral support and guidance were explored . The Company's extension from Scotland to</p>	

	<p>Hertfordshire was also discussed. The Headteacher was pleased that HCC was meeting the cost for MCR Pathways, as the school would not have been able to afford them on its own. Governors thanked MCR Pathways for their presentation.</p> <p><i>The three MCR Pathways representatives left the meeting at this point.</i></p>	
8.	<p>Headteacher's Termly Report (Agenda item 7)</p> <p>NOTED: the video circulated prior to the meeting and uploaded to TEAMS that covered the Head's report, the School Development Plan and the Curriculum Plan. The school had begun planning the SDP for 22/23 so that greater governor input could be sought.</p> <p>AGREED: the School Development plan for 2022/23 should be an item on the agenda for the July Board meeting.</p> <p>NOTED: governors commented that the video demonstrated the wide range of activities at the school. They asked how it could be shared with OFSTED? OFSTED were unlikely to watch the videos, but Heads of Faculty and governors themselves would be able to emphasise the school's range to OFSTED when they met them.</p>	MH/ Clerk
9.	<p>School Finances (Agenda Item 8)</p> <p>NOTED: the documents uploaded to Teams with the agenda covered:</p> <p>9.1 Statement of Internal Control 9.2 Term 2 Finance Report 9.3 Cash Monitoring Report 9.4 SFVS</p> <p>NOTED: governors were reminded that the Statement of Internal Control was no longer produced, in keeping with the decision taken by the Governing Board in March 2021 to discontinue it.</p> <p>NOTED: the school's financial position was solid. A member of the Finance Working Party stressed that the Working Party scrutinised financial reports before they were presented to the Board.</p> <p>NOTED: The SFVS for 2022 had been approved as per minute 4 above.</p>	
10.	<p>Approval of Policies (Agenda Item 9)</p> <p>NOTED: the policies for approval as listed on the agenda. In response to a question from governors, it was confirmed that all online questions had been answered.</p> <p>10.1 Staff Well-Being Policy</p> <p>NOTED: the policy as approved online by a sufficient number of governors (over half the Board).</p> <p>10.2 Physical Activity Policy</p> <p>NOTED: because of a delay in finalising the policy previously, it was not now</p>	

	<p>AGREED: Kelly Hagland would add Glenn Atkins' name to the training spreadsheet.</p> <p>112.3 Governor Skills and Effectiveness Working Group</p> <p>NOTED: the minutes of the last meeting of the Working Group as uploaded to TEAMS with the agenda. The Clerk said the meeting was working on a revised Skills Audit and an online questionnaire to assess Governor effectiveness. Kelly Hagland and Mark Laws were working on the Skills Audit and Mark Laws would be working with Mark Smith on the questionnaire using TEAMS, as it had been ascertained that Survey Monkey would charge for its use. The group hoped to hold one final meeting before the May meeting of the Board. It would then roll out the revised Skills Audit and the Governor Effectiveness questionnaire.</p> <p>13.4 Careers As A Regular Standing Agenda Item</p> <p>NOTED: Nick Hoffman highlighted the Investors in Careers Award recently won by the school. The school was very pleased to have won the award. Governors asked how the school would publicise its success? The Headteacher would lead on this.</p> <p>NOTED: The Clerk reminded the meeting that Nick Hoffman had not been present to talk to his report on careers and character at the last meeting, but in his report he had recommended that an item on Careers be included on all future Board agendas. As a result, Nick Hoffman's recommendation regarding the inclusion of Careers on all future Board agendas was to be discussed at this meeting. Nick Hoffman said that Careers had to be a standing item on the agenda to comply with the Investors in Careers Award.</p> <p>AGREED: Careers would be a standing item on the agenda for all future Board meetings.</p> <p>13.5 Round-The-Table 30 second summary of individual governor activity since last Board meeting</p> <p>NOTED: in keeping with the decision taken at a previous meeting, Round-the-table governor feedback was provided as follows:</p> <p>(KW) talked about the Inspire curriculum and undertook to send a copy to the Clerk. He had also attended the Foundation Committee, Finance Working Group and the Skills Audit and Governor Effectiveness Working Group. (KH) had attended the Foundation Committee, the Skills Audit and Governor Effectiveness Working Group, had met with Corrina Reeder (report to follow) and was trying to arrange a meeting with Charlotte Harnetty. (GA) had no activities to report but was willing to take on a link governor role. (ML) had attended the Skills Audit and Governor Effectiveness Working Group, had worked on the Governor Effectiveness Survey and had met with Martyn Henson to discuss OFSTED. (NH) had attended a range of careers meetings and the Herts Local Enterprise Partners Group. (MH) and (WP) both worked at the school.</p>	<p>KH</p> <p>Clerk</p> <p>KW</p>
14.	<p>Minutes of Previous Foundation Committee Meeting held on 23 February 2022 (Agenda Item 13)</p> <p>NOTED: the provisional minutes of the Foundation Committee meeting held on 23 February 2022 and the accompanying Decisions Summary document as</p>	

	<p>uploaded to Teams with the agenda.</p> <p>AGREED: to ratify the provisional minutes of the Foundation Committee meeting held on 23 February 2022.</p>	
15.	<p>Minutes of Previous Governing Board held on 12 January 2022 (agenda Item 14)</p> <p>NOTED: the minutes of the Governing Board meeting held on 12 January 2022 and the accompanying Action Tracker 21/22 document as uploaded to Teams with the agenda.</p> <p>AGREED: the minutes of the Governing Board meeting held on 12 January 2022 as a true and correct record, to be signed in person by the Chair for the meeting.</p>	Clerk/ KH
16.	<p>AOB (agenda item 15)</p> <p>NOTED: Glenn Atkins pointed out that he was employed by the IET, but the organisation was currently offering teaching memberships to promote engineering.</p> <p>AGREED: Glenn Atkins would forward details of the IET teaching memberships to the Headteacher.</p>	GA
17.	<p>Date of Next Meeting (agenda item 16)</p> <p>AGREED: the date of the next meeting of the Board of Governors as Wednesday, 4 May 2022 at 6.30pm via TEAMS link. Governors felt that the accessibility of TEAMS meetings outweighed the benefits of meeting in person.</p>	

Drafted by: Jacquie Watts
Clerk To The Governors
17 March 2022

Approved by The Board of Governors on:

Date:4 May 2022.....

Signature (Chair):.....