



MILLTHORPE SCHOOL

Minutes of the Meeting of the Board of Governors held via Video Conference on Thursday 13th May 2021 at 6pm

Present: Trevor Burton (Executive Headteacher) Trevor Charlton
 Renee Rainville (Chair) Simon Bull
 Dave Merrett Claire Smith
 Tim Hooper Janet Bennett
 Amanda Stipetic

In Attendance: Gemma Greenhalgh (Head of School)
 Alex Collins (SBM)
 Adam Cooper (Interim Trust Principal)
 Edwin Thomas (Trustee)
 Sophie Triffitt (Clerk)

		Action
1.	<p>Welcome & Introductions, Apologies, Declaration of Interests, Any Items for AOB</p> <p>The Chair welcomed everyone to the meeting.</p> <p>For the record of the minutes the meeting was held virtually.</p> <p>Apologies for absence were received, with consent, from Emma Hughes and Roy Moore.</p>	
2.	<p>Minutes of the 25th March 2021 Meeting (previously distributed)</p> <p>The minutes were agreed as a true and accurate reflection of the meeting and approved.</p> <p>Actions</p> <p>Action 1 & 2: The Chair, SEND link governor and SENCO are scheduled to meet to review SEND requirements and documents.</p> <p>7.1 Trust Scheme of Delegation</p> <p>Mr Thomas explained the need to review the Scheme of Delegation to meet the needs of the evolving MAT whether the merger progresses or not. The Trust want to ensure the scheme of delegation serves the MAT values and that there is clear accountability and a structure to optimise efficiency and effectiveness. The discussion process focuses on the values of autonomy, efficiency and collaboration.</p> <p>Governors completed the Scheme of Delegation information gathering tool.</p> <p>A governor noted that the Scheme of Delegation in itself is not restricting but needs to be supported by clear procedures and protocol.</p> <p>Mr Thomas and the Trust Principal left the meeting.</p>	
3.	<p>Strategic Plan Reporting and Evaluation</p> <p>GCSE Policy (previously distributed)</p> <p>The Head of School reported that there had been no response from JCQ to the submission so it is assumed there are no concerns on the proposed plan as the process is well underway.</p> <p>A governor who had reviewed the policy and discussed it with Mr Gillbanks felt that it was an effective well thought out process. The Head of School was confident in the process.</p> <p>Governors had no questions on the circulated papers.</p>	
4.	<p>Educational Performance</p> <p>Behaviour Policy Feedback</p> <p>The Head of School explained that a thorough review of the behaviour policy, behaviour for learning, sanctions and rewards is underway. Governors need to agree the principles of the model that will have escalated sanctions to address low level disruptive behaviour. The Head of School confirmed that consultation with staff and parents is underway.</p> <p>Resolution: It was agreed for a group of governors to review the behaviour policy principles to enable the process to progress before the next meeting.</p> <p>Mission statement</p> <p>Challenge: A governor suggested that students should be referenced in the 'best we can be' motto i.e. 'providing our students with the best opportunity...'. The Head of School explained that the aim was for the</p>	

	<p>mission to reflect the whole school community and is a collective statement. The Head of School explained the power of the simple language to use with the children on an everyday basis.</p> <p>The mission will be launched in September alongside the new behaviour system and Heads of Year pastoral structure. Training sessions next half term will focus on preparing staff to drive the mission and behaviour policy forward.</p> <p>Challenge: A governor noted that a lot of the wider opportunities have not been available due to the pandemic and suggested including families in the launch to facilitate a connection between home and school.</p> <p>Challenge: A governor noted that a lot of Year 7 parents haven't had the opportunity to connect with school and meet teachers and that there should be a focus for this cohort of families that have been lost with the impact of the pandemic on their transition and first year of secondary. The Head of School explained that there will be an early Year 7 meet the tutor session but agreed the current Year 7's need to be factored in as they missed out on this but there is a need to consider how to do this as the calendar of directed time is already full with parents evenings.</p> <p>Resolution: Governors supported the proposed motto and mission.</p> <p>Options Choices of Year 9 (previously distributed)</p> <p>Challenge: A governor noted that there were some significant swings and asked how this will be managed. The Head of School explained that the Drama swing was anticipated by the department (Drama and Music impacted by Covid), the Geography uptake was a surprise and History were disappointed with their drop. The History team had rewritten the curriculum and they feel they may have increased the challenge level too much so will review for next year. The Head of School explained that choices can be cohort specific or dependent on which teaching staff have Year 9s so it is too early to identify any trends.</p> <p>Challenge: A governor noted that offering four options is fantastic for the students as many schools don't offer that breadth of subjects.</p> <p>The Head of School confirmed that there is no intention at this stage to change the option choices for next year.</p>	
5.	<p>Finance and Budgeting</p> <p>Start Budget: monitoring and review</p> <p>The SBM reported that the draft start budget will be presented at the next LGB meeting. Trust assumptions feed into the three year plan and there is a clear view on 21/22 funding and staffing costs which result in the budget being financially stable.</p> <p>The SBM confirmed that there is a teacher pay freeze. Support staff pay is going through negotiation and runs from April.</p>	
6.	<p>Special Projects Update</p> <p>There was no update to report.</p>	
7.	<p>Governor Business</p> <p><u>MAT Discussion about evolving the Scheme of Delegation</u></p> <p>Addressed earlier in the agenda.</p> <p><u>Link Governor Reports</u> (previously distributed)</p> <p>The Chair thanked governors for their link reports and asked for them to carry forward to the next meeting to form part of the governance review discussion.</p>	
8.	<p>Any Other Business</p> <p><u>Covid Risk Assessment</u> (previously distributed)</p> <p>The Head of School noted that the risk assessment is being updated in light of updated guidance. Students will not be required to wear face masks from Monday 17th May.</p> <p>The Head of School explained that some operational changes brought in as a result of Covid will continue to be in place for September as they have enhanced the school day.</p> <p><u>Positive Feedback</u></p> <p>The Chair had been made aware of positive parent feedback on pastoral care at Millthorpe. The Head of School explained that the pastoral team are very good at supporting higher need students and the new structure will enable those expertise to be offered across every student.</p> <p>A governor noted that the Friday communications are drawing the community together, offering very clear messages and instilling confidence.</p> <p>A governor was pleased that after school activities are starting back up and it is making a real difference to</p>	

	wellbeing particularly for the Year 7 cohort who have had a particularly hard couple of years. Action: Chair to confirm if the 15 th June meeting date will be changed to 23 rd June.	Chair
9.	Future Meetings 15 th June / 23 rd June 5th July	
	Meeting end time 8.20pm	
	Approved 23rd June 2021 _____	_____
	Ms Renee Rainville Chair	Date Signed

Action Plan following the Meeting of the Local Governing Body on Thursday 13th May 2021

	Action	Agenda	Person	Date
1.	Confirm if the 15 th June meeting date will be changed to 23 rd June.	8	Chair	May 2021

Future Agenda Items

June Meeting	July Meeting	Future Meeting
Risk Record Start Budget Link Governor Reports Governance Review		Tour of new buildings Extracurricular audit and participation rates