



NEW MILLS SCHOOL PART ONE MINUTES OF THE FULL GOVERNING BOARD MEETING (online)

Date:	Tuesday 15 th December 2020	
Venue:	Zoom	
Present:	Jeremy Poulter (JP) Felicity Wicks (FW) Sarah Cohen (SC) David Houlton (DH) Chris Furness (CF) Maggie Cole (MC) Kate Axford (KA) Sue Fisher Sam Monteath Caroline Jesson (CJ) Alison Barker (AB)	Parent Governor Co-opted Governor Staff Governor Co-opted Governor LA Governor Co-opted Governor Co-opted Governor Parent Governor Parent Governor Co-Headteacher Co-Headteacher
Apologies:	Michael Shew (MS) Tim O'Brien (TO) Tyrone Roberts (TR)	Co-opted Governor Parent Governor Parent Governor
Absence:	None	
In attendance:	Ed Salter (ES)	Clerk

The meeting met its quorum and started at 6.03pm

AGENDA ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE
Discussion:	<p>The chair welcomed everyone to the meeting.</p> <ul style="list-style-type: none">• Apologies were received from Michael Shew, Tim O'Brien and Tyrone Roberts.• Welcome to new Parent Governors Sue Fisher and Sam Monteath, who introduced themselves followed by introductions from the rest of the FGB. SF will join the RM Committee and SM will join the QE committee.• Welcome also to Caroline Jesson and Alison Barker, who are now classed as 1 full governor between the two of them. In voting matters, they have 1 full vote between them.• Thank you to outgoing Governor Freda Rashdi, who was a valued governor for many years.

AGENDA ITEM 2	DECLARATIONS OF INTEREST
Discussion:	No declarations of interest



AGENDA ITEM 3	APPOINTMENT OF GOVERNOR
Discussion:	<p>With the parent Governor elections, JP is no longer a parent governor. There is a Co-opted Governor vacancy and JP has expressed an interest in continuing as governor in a Co-opted role.</p> <p>FW proposed, SC seconded. All approved. JP approved has a Co-opted governor for 2020-21</p>
Agreed:	JP voted in as Co-opted Governor for 2020-21

AGENDA ITEM 4	MINUTES OF THE LAST FGB MEETING 13TH OCTOBER 2020 & MATTERS ARISING
Discussion:	<ul style="list-style-type: none">• AB and CJ contracts: This was approved over email as there was a deadline.• Debbie McGloin Headteacher Performance Management: FW met with the Chair of Glossopdale, who agreed she had met the objectives of last year. This was again a very tight turnaround, so FW emailed governors for notification and comments.• DMcG carried out performance management for CJ and AB, who confirmed they have passed for the period of September/October/November. Governors need to know that the appraiser passed them to progress an increment up the pay scale. All approved• Sending apologies. Please let ES know at least 48 hours in advance of the meeting if you cannot attend, as there will be opportunities to reschedule if timely notice is given.• Equality and Diversity: This cuts across all areas. MC has offered to perform this role and will meet with CJ and AB to discuss what needs to be done in this area. MC will give an update for the next FGB. KA will also give input given previous experience in this area.
Agreed:	<ul style="list-style-type: none">• FGB Approved the pay scale increment for CJ & AB for the period of September to November 2020.

AGENDA ITEM 5	UPDATE FROM QUALITY OF EDUCATION COMMITTEE
Discussion:	<ul style="list-style-type: none">• This meeting was not quorate, although the meeting went ahead with presentations and discussions.• CJ gave a report on Attainment and Progress data.• Year 9 subject options discussed.• QA of teaching discussed, with proposed changes that will not be able to be adopted until at least next year.



- The governor strand of QA and BTech Policy were sent to FW for approval by chair's action as they had to be approved before this FGB meeting.

Q: Has the range of subject options been affected by COVID?

A: They have been increased this year, there are now 16 options to choose from.

AGENDA ITEM 6

UPDATE FROM RESOURCE MANAGEMENT COMMITTEE

Discussion:

The following policies were recommended for approval at the RM meeting:

- Financial Regulations and Procedures
- First Aid
- Supporting pupils with medical conditions
- Teachers' Pay

All approved by the FGB.

FW updated the FGB on the TATS meeting that was held between some members of the RM committee and DCC and the discussions they held. The meeting was to discuss the legacy debt, which is the largest out of all secondary schools in Derbyshire. DCC acknowledged it was a historic debt and that the budget had been brought in line in recent years, with no in-year deficit. DCC asked if NMS were considering the debt, which they were assured it is at the forefront of their discussions and decisions. The school is gaining a small surplus every year, but not enough to make a significant reduction in the debt.

Action: Discussion will be held at the next RM meeting to discuss timelines and an overall plan for long-term debt reduction.

DCC suggested a follow up TATS meeting in Spring, which will be accepted. DCC recognised that the school's budget and staffing is run very tightly with no room for manoeuvre. This has recently been externally verified via the 'due diligence' exercise carried out by TTLP in relation to our initial exploration of joining their MAT.

Q: Has there been a discussion about write-off?

A: DCC have written off a substantial amount already in the area of £300,000. It has been made clear there are no more write-offs to be made. AB added that some of the write-off was due to a huge accounting error on the part of DCC miscalculating closing the sixth form, so that £300,000 figure is not the actual cash amount written off.

MC will join the next RM committee.

CF added that this could be his last meeting as LA governor, his renewal application has stalled. FW will follow up on this.



Agreed:	<ul style="list-style-type: none">• Financial Regulations and Procedures approved by the FGB.• First Aid approved by the FGB.• Supporting pupils with medical conditions approved by the FGB• Teachers' Pay approved by the FGB.
Acton:	<ul style="list-style-type: none">• Legacy debt to be discussed at the next Resources Management Committee to discuss implementing timelines.• MC will attend the next RM meeting.• FW to enquire on the progress of CF's governor renewal application.

AGENDA ITEM 7	UPDATE FROM BEHAVIOUR, ATTITUDES AND PERSONAL DEVELOPMENT COMMITTEE
Discussion:	<p>The following policies were recommended for approval at the BAPD meeting:</p> <ul style="list-style-type: none">• SEND report• SEND policy• Accessibility plan• Careers policy• Information Report <p>The FGB approved all policies.</p>
Agreed:	<ul style="list-style-type: none">• SEND report approved by the FGB.• SEND policy approved by the FGB.• Accessibility plan approved by the FGB.• Careers policy approved by the FGB.• Information Report approved by the FGB.

AGENDA ITEM 8	CO-HEADTEACHERS' REPORT
Discussion:	<p>Verbal update from CJ and AB. There are a number of achievements to be proud of in such an interrupted year:</p> <ul style="list-style-type: none">• Lower staff absence rates than in a normal school year.• Developed remote learning capabilities with limited IT capacity.• Managed to create staff CPD time for training for remote learning. Teachers are encouraged to put their own professional fingerprint on teaching to avoid a box-ticking approach to teaching.



- In July there were No visualisers, no webcams and no WIFI in the school. AB and CJ Have been having discussions with GC to update the IT provisions to adapt to COVID and remote learning.
- Kept students outside and in bubbles as much as possible, which has proved challenging in inclement weather.
- Ongoing day to day operational activities have continued, in addition to the COVID challenges.
- A range of policies going to the FGB for approval shows that NMS are not just reactive to COVID.
- A multitude of wellbeing initiatives have been put into place to support staff. The school encourages staff to work from home when possible and the Christmas party and Secret Santa continued to keep spirits up. Rewards afternoon going ahead, and the school held a Christmas dinner.
- Plans for catch-up funding: This is calculated per student, to be spent at the school's discretion to address learning loss of students. It is £46,000 that must be spent this year to get students back to where they should be by the summer. AB and CJ began by holding assessments. The assessment principles they put in place were:
 - Must close the learning gap they identified.
 - Must impact a significant group of students or those historically vulnerable.
 - Must be able to be evaluated.
 - Have a legacy beyond this year.

The gaps identified were literacy, independent learning and teaching resources.

AB and CJ Sent out a bidding form and evaluated the bids at SLT level taking the whole school approach.

SLT are in approval of the suggestions. The plans are:

Action: this should be a QE agenda item.

- A lot of subjects focused on text-based books for remote learning preparation.
- English requested resourcing for reading support.
- Sports science: Would like to enter every student in year 10&11 forward for a sports leader award.

All of these requested have been approved.

- Cross Curricular: Literacy need of SEN students. Web-based individual online tutoring, 100 licenses for £1300.
- Would like to get a webcam in every classroom
- WIFI across the school. This would allow students to access a multitude of resources across the school and almost all subjects will



benefit from this. Quotes are varying for this, but it will be a substantial spend.

- Would like to get as many devices as possible for students with access arrangements.

Q: Do many other secondary schools not have WIFI?

A: No. NMS have not been able to afford it. This would have far reaching benefits for our students.

The signal strength in building is a concern, as is overuse of mobile phones. There is a strict mobile phone policy, AB and CJ are not concerned this will lead to abuse of the system.

Governors agreed that NMS are long overdue to have school-wide WIFI.

Q: Will NMS be using the national tutoring programme?

A: Whilst there is evidence that one-to-one tutoring can have good impact, that is for if the pupil knows the tutor well. For risk mitigation, if the school closes down again that money disappears and is wasted, so it does not have a legacy.

AB and CJ continued their report:

- Literacy: learning loss was expected, but staff were surprised by the level of learning loss from year 7 and 8. There are some serious problems with the year 7 functional skills. AB and CJ want to take out the higher achieving students and make sure they have a level of enrichment to their learning. This also would free teachers up to teach a smaller cohort to help the students who need more assistance to catch up. For year 8 the school aim to work on disciplinary literacy – what it means to be literate in this subject.
- Year 9: Aim to implement a timetable alteration where each student focuses in on their 3 options, to springboard into year 10.
- Year 10 & 11: Aim to install an exam preparation program.

Governors admired the whole school approach of asking the teachers what they felt was needed in the catch-up funding and that the money will be spread across all years.

Q: Has all the money been allocated?

A: Yes, it is almost exactly on budget.

Q: Are any after school programmes running?

A: We had just arrived at this point, then the guidance against extra-curricular activities came out, which was reversed, so hopefully this will be reinstated in the new year.

Agreed: FGB approved all suggestions to spend the catch-up funding allocation.

Action: • Catch up funding will be an agenda item for the next QE meeting.



- CJ will send the detailed catch-up funding allocation to governors for information.

AGENDA ITEM 9	SEND UPDATE
Discussion:	<p>SEF is a key document for Ofsted inspection. AB gave an overview of the tabled document:</p> <ul style="list-style-type: none">• Key sections have been written before lockdown, leaving quality of education until last.• Teachers are still working to address learning loss.• Heads of school believe that Quality of Education is still a '2' (good).• Heads of school believe they have a far-reaching piece of school improvement.• Curriculum policy was presented to FGB. Curriculum process is robustly a 2, except in meeting the needs of SEN. AB believes it is 2-, CJ believes it is 3+. Special Educational needs are routinely integrated, SENCO is knowledgeable and a huge strength to the school. <p>Q: There are a high proportion of SEN students. At what stage does SEN provision stop being a support and when does it become a part of the curriculum?</p> <p>A: We do have a large proportion of SEN students; CJ aims to work with the primary so the burden of identifying SEN does not fall on secondary schools.</p> <ul style="list-style-type: none">• Implementation: Have not been doing lesson observations due to COVID but having worked for so long with a very stable teaching staff heads of school know the teachers well and are able to briefly observe lessons from the corridor. Worked on a QA model for the year that doesn't involve removing student's books as such learning loss has already been experienced. Teacher subject expertise is generally strong.• Impact: The last GCSE outcomes data was for 2018/19 and represented a problematic cohort. The school was predicting an improvement of outcomes for 2019/20 but instead the year was abruptly shortened, and GCSEs were awarded through CAGs which does not allow for a meaningful comparison and is not recognised for the purposes of performance tables. This makes it difficult to calculate the improvements and ensure those students came out of the school with better outcomes.• Governors commented that this has been a nationwide issue with literacy, increased SEN numbers are not unique to New Mills.• Ofsted have expanded their definition of what outcomes are, they now acknowledge that destinations data is important. <p>Q: Should the 3's be reflected in the summary and areas of improvement?</p> <p>A: Yes, it should be, this will be amended.</p>



	Please can governors send any further questions to AB & CJ for the QE meeting.
Action:	<ul style="list-style-type: none">• SEF report will be addressed in QE meeting.• FW will set up a folder for governors to add questions for the QE meeting.

AGENDA ITEM 10	HT RECRUITMENT
Discussion:	<p>FW gave an update on HT recruitment process:</p> <ul style="list-style-type: none">• Thank you to governors who offered to be on the panel.• Process and timelines: It will be advertised in the New Year. Deadline will be around February half term, followed by shortlisting. Interviews w/c 15th March.• Would have at least the final day of the interview in person. It is possible to do a HT interview virtually, but all involved in the process would prefer an in-person meeting. If any applicants or panel members need the process for interviewing to be adapted to accommodate shielders/vulnerable, then accommodations would be made.• ISR (Individual Salary Range) is recommended by HR. Recommendation is L23-L29 (L23 is £72,497). Panel agree with this scale, FW requested the FGB approve of this ISR. All approved
Agreed:	<ul style="list-style-type: none">• FGB Approved ISR range for Head Teacher of L23-L29.

AGENDA ITEM 11	TTLP
Discussion:	<p>A meeting was held on joining TTLP some time ago. At one stage this was a time-limited offer, but this is no longer the case. NMS can choose to work informally, formally, or buy in to some services. At the last FGB it was agreed not to consult in February.</p> <p>Governors agreed to have a separate meeting to discuss joining TTLP. Pros and Cons plan will be shared with governors. The offer has changed since the meeting, so some of these will not be relevant.</p> <p>Q: Do we know when David Waugh (CEO) will be replaced as CEO? A: We do not know yet.</p> <p>Q: The deficit has always been an issue regarding TTLP. Is there an update on this? A: Half would have to be paid back through the ESFA within a 5-year period. Change in offer was to be part of TTLP in some capacity but not officially join and therefore not have to repay the money in 5 years.</p>
Action:	Governors will hold a separate FGB to discuss joining TTLP in some capacity. FW will look at dates to suggest a meeting for February.



AGENDA ITEM 12	STATUTORY POLICIES FOR SCHOOLS
Discussion:	CJ has been through these and one or two are out of date, GC is reviewing this and will get back to the FGB once his review is complete.

AGENDA ITEM 13	MEETING FORMAT DURING CONTINUING PANDEMIC
Discussion:	Governors discussed the opportunity for a blended meeting approach, but with the high infection rates and the area moving in tier 3, governors are happy to continue with remote meetings.
Agreed:	Governors to continue meeting remotely for the foreseeable future.

AGENDA ITEM 14	ANY OTHER BUSINESS
Discussion:	<ul style="list-style-type: none">• Xmas newsletter will not be coming out this year due to staff illness.• Debbie McGloin is returning on the last day of term for a presentation, CJ and AB will pass on governor's gratitude for her service.• Michelle Sims is also leaving; Governors' thanks will be passed on through CJ and AB.• Ofsted have pushed back their visiting dates by another term, the likelihood of NMS being first on their list is low. <p>FW wished everyone a merry Christmas and thanked Governors and staff for their work.</p>

AGENDA ITEM 15	DATE OF NEXT MEETING
Discussion:	Tuesday 9 th February 2021 6pm

There being no further business, the meeting finished at 8.35