

**NEW MILLS SCHOOL
MINUTES OF THE FULL GOVERNING BOARD MEETING**

Date:	Thursday 5 th September 2019 at 6:30pm	
Venue:	New Mills School	
Present:	Debbie McGloin (DMcG) Chris Furness (CF) Jeremy Poulter (JP) Freda Rashdi (FR) Felicity Wicks (FW) Sarah Cohen (SC) David Hault (DH) Tyrone Roberts (TR) Tim O'Brien (TO)	Headteacher LA Governor Parent Governor Parent Governor Co-opted Governor Staff Governor Co-opted Governor Parent Governor Parent Governor
Apologies:	Michael Shew Keith Taylor Maggie Cole	Co-opted Governor Co-opted Governor Co-opted Governor
Absence:	None	
In attendance:	Diana Malkin (DM) Alison Barker (AB)	Clerk Assistant Headteacher

The meeting met its quorum and started at 6.35pm

AGENDA ITEM 1	WELCOME AND INTRODUCTIONS
Discussion:	The Chair welcomed everyone to the meeting. Everyone introduced themselves to new parent governor Tim O'Brien.

AGENDA ITEM 2	APOLOGIES FOR ABSENCE
Discussion:	Apologies were received from Michael Shew, Keith Taylor and Maggie Cole.
Agreed:	The apologies of the above-named governors were accepted.

AGENDA ITEM 3	SEND IMPACT REPORT
Discussion:	This will be taken forward to the next Inclusion & Wellbeing and QE committees, as the report requires further updating by Jo Winterbottom. It is necessary to look at which parts of the report will go to which committee.

AGENDA ITEM 4	DECLARATION OF INTEREST IN ITEMS ON THE AGENDA
Discussion:	There were no declarations of interest in any agenda items.

AGENDA ITEM 5	A REVIEW OF THE YEAR IN RELATION TO THE SIP AND PRIORITIES FOR THE COMING YEARi
Discussion:	This will be discussed below under Executive Headteacher's Report.

AGENDA ITEM 6	MINUTES OF THE LAST MEETING 5TH September 2019k
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Discussion:	The minutes of the last meeting were considered by the governors.
Agreed:	The minutes of the last meeting were accepted as a true and accurate record of the meeting and were signed by the Chair.

AGENDA ITEM 7	MATTERS ARISING FROM THE LAST MINUTES
Discussion:	<ul style="list-style-type: none"> The Keeping Children Safe in Education Document was circulated by FW, together with a slip to sign to say they have been received. Governing Board Vacancies – it may be the case that another co-opted governor could be found. FW will liaise with Garry Cash on whether there is a space. Added to minutes - DM Amend SC to be on QE committee. Completed DM

AGENDA ITEM 8	UPDATE FROM THE RM COMMITTEE 10.10.19
Discussion:	<p>FW gave the update from the RM committee, from which the following points were noted:</p> <ul style="list-style-type: none"> The appointment of a Multi Agency Team (MAT) was agreed to be brought forward to the FGB. As the service is no longer provided by the LA, the school have set up a provision with Glossopdale and some of the local primary schools. New Mills holds the cost centre for the MAT, so in theory New Mills will underwrite the cost centre. DCC have signed an agreement to provide the funding for 3 years. A premises update was considered. Chris Furness reported on his walk-round with Craig at the school. A suggestion was to make some of the field into allotments to let out. This may be taken forward further.
Approved:	<ul style="list-style-type: none"> The Board noted that the school need to have a cost centre for the Multi Agency Team. The RM committee minutes were approved by the FGB.

AGENDA ITEM 9	UPDATE FROM QE COMMITTEE 1.10.19
Discussion:	<p>FR and AB gave the update from the QE committee, as follows:</p> <ul style="list-style-type: none"> The Assessment Policy was considered. Staff have been working hard on developing better assessment while looking at reducing staff workload. The staff have trialled different ways of marking with the aim of being lean and authentic. There is a national drive for consistency in assessment across all subjects. All faculties trialled different ideas and the feedback from the FTLs has contributed to the new Assessment Policy, drafted by AB. The committee also considered the whole school data report. The data shows that PP pupils still require focus and interventions. There will also be a move away from Wave 2 interventions to Wave 1 interventions. There will be a whole school CPD on this, to ensure pupils are at the right level. The accuracy of predicted data can vary and will be looked at again at a

	<p>future QE meeting.</p> <ul style="list-style-type: none"> AB will put information about Wave 1 and Wave 2 on OneDrive. AB/DM
Agreed:	The QE minutes were approved by the FGB.

AGENDA ITEM 10	UPDATE FROM INCLUSION & WELLBEING COMMITTEE 1.10.19
Discussion:	<p>The update was given by TR, from which the following points are noted:</p> <ul style="list-style-type: none"> The minutes are available on OneDrive. Diane, the Head's PA, will be asked to minute the IW committee. If not, Diana could do the minutes from a sound file. Equality and Diversity is a huge issue and it is proposed to include them in the IW committee. Each meeting, data will be reviewed overall and there will be a deep dive into a particular subject each meeting. It is a positive step to have a committee to focus on this aspect.
Actions:	<ul style="list-style-type: none"> Find out if Head's PA Diane can minute the IW committee on a regular basis. DMcG/FW

AGENDA ITEM 11	PARENTAL ENGAGEMENT
Discussion:	<ul style="list-style-type: none"> During the last meeting, it was discussed that parental engagement is one of the keys to students' success. The Education Endowment Foundation (EEF) have just brought out a report highlighting that the expectations of parents can reinforce the school's message and that it is important to get communications with parents right. <p>Q: Has there been a review of parental engagement at New Mills? A: There were parent forums. However, after a time, it was always the same parents who turned up, so we were not reaching the others.</p> <ul style="list-style-type: none"> The Ofsted parental questionnaire is always carried out at parents' evenings. A survey could be designed on communications with parents. <p>Q: What communications do parents receive get via email? Could an online survey be carried out?. A: Yes, we are doing a settling in Year 7 survey currently. Q: Would it be helpful to have some questions coming from governors and to quality assess the questions before they go out? A: That could be useful.</p> <ul style="list-style-type: none"> The issue is to engage hard-to-reach parents and to do that, it is necessary to break down the barriers so those parents would feel comfortable coming into school. The school Inclusion Team are looking at how to engage the 20% of parents who do not attend parents' evenings. Ian Withers could be invited to speak to the I&W committee on this.
Action	<ul style="list-style-type: none"> IW to be asked to update the I&W committee on the thoughts of the Inclusion Team in school. FW

AGENDA ITEM 12	PP IMPACT REPORT
Discussion:	<p>This will be reported on by the IW and QE committees after future meetings. IW will be asked to present at the next Inclusion meeting.</p>

AGENDA ITEM 13	CHAIR'S REPORT
Discussion:	<p>FW advised of the following points:</p> <ul style="list-style-type: none"> FW meets with AB and CJ every week and will speak to DMcG every other week. There was a very well attended open evening and there have been a huge number of tours round school, and a great deal of positive feedback. Parents like the curriculum, which is not just about academic standards, it is about the whole child. <p>Q: Where are the extra children coming from? A: Stockport, Romiley, Disley, Mellor. Generally from outside the catchment area.</p> <ul style="list-style-type: none"> There were 16 extra children who attended the bonding day, from outside the area. <p>Q: Is New Mills still expecting children from the Glossopdale feeder primaries? A: The Glossopdale expansion has gone to consultation, so going forward New Mills is unlikely to attract many more Glossopdale primary pupils. Q: How many children have come in on in-year admissions? A: That can be checked.</p> <ul style="list-style-type: none"> DMcG is part of a group of secondary heads who are looking into all the in-year transfers in the area. Sometimes, they change schools and then want to go back to the original one. This can have a major impact on GCSE results. The DCC briefing was attended by CF, SC, JP, DH and FW. The new Ofsted framework has come into operation, the key points being that quality of education is the overriding focus. The main questions are in the Chair's Report on OneDrive, however it should be noted that under the new Ofsted framework, there is more emphasis on governors' roles in ensuring QE and workload for the SLT. <p>Q: Is there a formal feedback for staff? A: There is an annual staff survey. One on workload was carried out last year. There are also smaller consultations during the year.</p>

AGENDA ITEM 14	AWAY DAY
Discussion:	<ul style="list-style-type: none"> The date will be a half day, scheduled for 21st November, but this will be rescheduled for the summer term. FW will send out a poll in the new year to fix a date. It is noted that the SEF is the self-evaluate form, which leads into the School Improvement Plan. Broadly, the SEF is the school's view of what Ofsted would say. <p>Q: How is the SEF reviewed? A: It is peer-reviewed and governors give feedback. On 16th December 2019, the governors will have the chance to give feedback on it at the FGB.</p> <ul style="list-style-type: none"> The review of the year will be carried out in the summer term, to set the targets for next year.
Action	<ul style="list-style-type: none"> Doodle Poll to be done to fix a date for the summer Away Day. FW

AGENDA ITEM 15	EXECUTIVE HEADTEACHER'S BRIEFING
Discussion:	DMcG advised governors of the following points:

- TTLP have visited NM for 2 days this week to carry out due diligence with a view to NM joining their academy trust.
- They have looked at the site, assets, IT provision, finance and procurement, buildings and warranties. They have met with office staff and had a tour of the site. David Waugh, CEO of TTLP, also did a learning walk with CJ and AB.
- AB advised that the due diligence has been very thorough, but handled well, and David Waugh gave good feedback and there was no cause for concern. He was very complimentary about the learning walk and how the pupils behaved.
- Also noted were staffing levels, the IT manager's work in keeping the equipment running, staff wellbeing and school policies.
- DW advised the report will be ready within a week and can be circulated to governors. He has been impressed with the school demonstrating they could live within their means.
- Part of potential academisation is that NM have to show they can repay the loan and make a surplus of £75k per year for the next 10 years. Therefore, they may become an affiliated school for a year, with a view to joining in 2021. NM would still benefit from being part of the Trust.
- Glossopdale Secondary, Hague Bar Primary and Disley Primary may also join TTLP.

Q: Is any more funding likely to come from DCC? **A:** No, that is not on the cards.

- There are still benefits in having gone through the process, even if NM do not ultimately join TTLP.
- The governors discussed the debt, which will still be there whether academisation goes ahead or not. The historic debt was explained for new governors.
- If it is decided to become an affiliated school, there will be further questions.
- The TTLP report will be discussed at the next FGB.
- Glossopdale School is now making good progress, following an inspection 2 weeks ago, and will convert to TTLP on 1st February 2020 and will have 3 years to make the necessary improvements.
- There are benefits financially, and staffing-wise, school improvement-wise and CPD, it would be benefit to join a trust. In TTLP model, there is autonomy for schools who join.
- David Waugh is committed to New Mills and his model is for mutual support within a cluster of schools.
- The background to the academisation process was explained, for the new governors and to refresh people's memories.
- The day-to-day running of the school would essentially remain the same and school would earn its autonomy.
- Are there any questions from staff about academisation? SC advised it was felt to be a transparent process among staff. There are many staff who had misgivings about academisation, but some of these have been alleviated by David Waugh having spoken to them.

Q: Will TTLP be looking to see if there will be a surplus? **A:** Yes, the surpluses going forward are shown in the budget forecast. In 2021, the forecast is to make £69k.

- The ideal would be to have 750 students at NMS. There are not enough

students in the area to have a 5 form, 30 pupil intake in each year group.
Q: What is the optimum size for the school? **A:** There are so many variables, it is difficult to say. 26 – 28 maximum per class would be best.

- Admissions: current applications for NMS are at 156. At Glossopdale, there have been 188 applications, and it is a much bigger school.
- There are 130 in the current year 7, but many more applied last year. The key is to find how many are first choices, though this is not known yet.
- All staff have had their appraisal meetings, using a new online system. All are done apart from the Headteacher. This will be reported at the next FGB.
- DMcG, AB and CJ meet regularly and have recently looked at the SEF and SIP, and on testing themselves against the new inspection framework.
- Each section will be written up and presented to the governors.
- The SIP is to be updated, as there are some areas of focus, such as Reading and how it pervades all subjects.

Actions:

- To add the TTLP report to the next FGB agenda. **DM**
- TTLP report to be shared with governors. **DMcG**
- Admissions update on agenda at next FGB. **DM**
- PM reviews on agenda at next FGB. **DM**

TR left at 7.40pm

AGENDA ITEM 16	ACADEMY UPDATE
Discussion:	As discussed above.

AGENDA ITEM 17	POLICIES
Discussion:	<ul style="list-style-type: none"> • From the RM committee are the GDPR, Complaints and Teachers’ Pay Policy. • All the policies are available on OneDrive and are from model DCC policies.
Approved:	<ul style="list-style-type: none"> • All the policies were approved by the FGB.

AGENDA ITEM 18	AOB
Discussion:	There was no AOB.

AGENDA ITEM 19	ITEMS FOR THE NEXT MEETING
Discussion:	<ul style="list-style-type: none"> • TTLP report. • Admissions update. • Performance Management reviews.

AGENDA ITEM 20	DATE OF THE NEXT MEETING
Discussion:	The next meeting will take place on Monday 16 th December 2019 at 6.30pm

There being no further business, the meeting finished at 8.10pm