

## Minutes of the meeting held on 18<sup>th</sup> March 2019 at 6:00pm in LCR

**Present:** John Gilbert, Graham Ayre, Nigel Riglar (Chair) Ian Mudge, Eilis Cope, Andrew Wilson, Pete Bryan, Amanda Arrowsmith, Andy Fellows (to 8:30pm) and Stuart Wilson (to 8:40pm), Chris Baldwin.

**Apologies:** Muir Mathieson, Alison Campbell-Black.

**In Attendance:** Hannah Kelly (Clerk), Glen Balmer, Andy MacDonald (from 6:10pm to 7:15pm), Jane Dale (to 7:15pm), Carolyn Wittke (to 6:30pm) and Steve Brown (to 6:50pm)

### 1. Apologies were received and accepted from:

Muir Mathieson, Alison Campbell-Black.

### 2. Declarations of Interest:

None

- *Item 13 was taken here, out of turn.*
- *Item 14 was taken here out of turn.*
- *Item 15 was taken here out of turn.*
- *Item 16 was taken here out of turn.*

### 3. Governor Resignations/Appointments

Since the last LGB, Pete Bryan has resigned from the Board of Governors with effect from 1<sup>st</sup> April 2019. Due to a change of role at work, he will be relocating to the United States.

NR thanked PB for his work.

Q: Are you looking for a new governor?

A: We will be

SW & NR spoke to the Regional Schools' Commissioner (RSC) as part of the CBAT annual update. NR explained that the RSC gave a very strong steer that as we move forward with the multi-academy trust, there is a need to separate out the Marling governors from their Trustee roles. This will be a managed process; the first step is for NR to step away as Chair of Governors for Marling. This will be done at the start of next academic year. After that, JG and GA would need to resign their roles as Vice Chair of the LGB (JG) and Chairs of Committee (JG – Admissions; GA Finance and Pay & Conditions). This does not necessarily mean they need to stop being governors, but they should not have lead roles.

'Inspiring Governance' was used for the last round of governor recruitment, and will be used again, as well as any existing networks.

A new Chair and Vice Chair will be needed in September.

Note: If anyone is interested in the role of Chair or Vice Chair, please contact NR.

### 4. Minutes of the last Meeting dated 27<sup>th</sup> November 2018:

*These were proposed for approval by JG; Seconded by CB; Agreed unanimously and signed by NR as Chair.*

### 5. Action Point Checklist

FGB34:	Ongoing
LGB22:	Ongoing
LGB35:	Ongoing
LGB39b:	Ongoing
LGB39c:	Completed
LGB42a&b	Completed
FGB43:	Completed

LGB44:	Completed
LGB45:	Completed
LGB46:	Completed
LGB47:	Completed
LGB48:	Completed
LGB49:	Completed

There was a debate about whether or not the school should have celebrated International Women's Day. Several governors expressed strong views that it was a missed opportunity; anything which raises the profile and celebrates women is particularly important in Marling's current situation. They said it is important to celebrate gender balance from a young age and to give strong messages about how women need to be treated in all walks of life.

School leaders commented that a broad range of gender equality issues make up part of the current SMSC programme. During an equality working party meeting, it had been agreed that it would be more appropriate to launch the initiative next year when it could be led by male and female students together, and the group were concerned that celebrating IWD this year might seem contrived and part of our own 6<sup>th</sup> form recruitment drive.

Celebration days in 2019/20 need to reinforce the SIP and the wider school plan. Governors requested that these be shown to them in advance.

NR concluded that this was an initiative that Marling needs to support in 2020. It was agreed that it should be a focus next year, canvassing the views of our own female students and led by them.

#### **6. Governor Ratification of decisions by email between LGB meetings**

The following resolutions were ratified by email since the last LGB meeting:

- Approval of the Sestriere Ski Trip – Easter 2020. (LGB agreed 10.01.19)
- Acceptance of 3 in-year test candidates. (Admissions agreed 17.01.19)
- Approval of the Munich Chemistry Trip - June 2019. (LGB agreed 21.01.19)

#### **7. Matters Arising:**

There were no matters arising.

#### **8. Health, Safety & Wellbeing:**

There was nothing to report.

#### **9. Committee Reports**

The approved minutes from the committee meetings held after the last LGB meeting had been circulated to governors. There were no further questions.

#### **10. Update from Joint Steering Group**

The next meeting is due on 30<sup>th</sup> April 2019

#### **11. Headteacher's Report**

**Confidential Item**

## 12. Policies

### Group 1:

Policies which had been agreed at Committee and have either been renewed, extended or have minor adjustments/changes – for information only.

- 12.1 Pupil Premium Expenditure Plan
- 12.2 Admissions Policy 2020
- 12.3 Casual Hiring Agreement

### Group 2:

Policies which have been agreed at Committee but are either new or have substantial changes and need ratification at LGB.

#### 12.4 Anti-Bullying and Hate

The C&S committee asked for LGB view on whether the words 'and hate' should be added to the policy title. It was agreed that they should be included.

Several governors had feedback on the wording of the policy, so it was agreed to let the current policy to stand, and take the revised version back to the C&S committee to discuss proposed amendments at the next meeting on 24.04.19. This policy will then be brought back to the LGB.

- **Action: HK (LGB50)**

### Group 3:

Policies that have not been to Committee.

*There were no policies in this category.*

### Group 4:

Policies which had been agreed via email.

*There were no policies in this category.*

### Group 5:

For information. Policies which have been approved by CBAT and are now CBAT Policies.

- 12.5 CBAT Discretionary Leave of Absence 2019-20
- 12.6 CBAT Management of Sickness Absence 2019-2020
- 12.7 CBAT Support Staff Probation Procedure 2019-2021

## 13. Literacy Update

### 13.1 Literacy Update

Carolyn Wittke gave an update on the literacy programme within school.

When students arrive in Y7, they sit a spelling and reading test in week 1 which gives them a standardised score. This identifies weaker spellers and readers, who are passed to AEN for specialised support which starts within the first two weeks of their arrival at Marling.

All the year groups in KS3 have a fortnightly spelling test. The format changed this year; the boys are given 20 spellings with their definitions, 10 of which have been provided by each Head of Department of words relevant to their subject or work they are doing. The other 10 are words which we felt would boost vocabulary particularly through looking at word roots. We read out the definition and the boys have to know the word and spell it.

We do have an identifiable group of 'lazy' spellers. Those who do not pass a series of tests then go into Friday lunchtime support until they pass three further tests.

➤ *AMD joined the meeting 18:10*

For reading, Y7 complete the bronze scheme, Y8 the silver and Y9 the gold. We require students to read 12 books a year. The schemes provide a dictated quality of reading and promote range and breadth. The students have to complete a task in their books which prompts a discussion about the book they have read. It helps staff understand whether a boy has read the book properly.

There was also a Y7 author visit earlier in the term and activities for World Book Day.

Q: How often do you have to invent new ideas?

A: We are always evaluating and making it better, working on feedback from students and staff.

Q: Does this approach help pick up any dyslexia?

A: You can pick up which boys are slower to read. For the spelling tests the students with dyslexia are marked out of 40. For each word they can earn a mark for correctly linking the word to the meaning, and another for spelling it correctly.

Q: Can you see the impact across the school yet?

A: I am seeing the impact of the breadth of reading – they are reading things they would not have imagined reading before. Spelling – I am seeing it in English, but I don't know across the school much.

➤ *CW left the meeting at 18:30*

## 13.2 Educational Visits

### *13.2.1 Uganda*

The reason this proposal is being brought to the LGB was due the cost rather than the safety of the area. The proposal is that this would work in cycle with the Iceland and Morocco trips for Y9/10 but it is more expensive than the other two trips.

C: As a parent it is important to know what is coming up in the year.

Q: Is there provision for students who can't afford the trips?

A: There is the potential to apply for some support or to have staged payments.

C: In a school like this, there must be many people who fall in the middle section, who can't afford this type of trip, but don't qualify for the hardship fund either.

Q: What else falls in this price band?

A: Art Trip to New York, Israel, then in the next bracket down is Skiing, Iceland and Morocco, then there are the Battlefields and MFL trips in a lower price range.

Q: Will the New York and Uganda trips be in the same year?

A: They are for different groups of children.

Q: Is the school at no risk if there is not the take up?

A: No, we would only run the trip with sufficient take up.

Q: Is there any mileage in thinking about fundraising for trips to help reduce prices?

A: If staff had to do something else on top of organising and leading the trip it might result in fewer trips. They are already showing a great deal of commitment beyond their core role

C: The Israel trip gives a nice long payment window. Does it make it more accessible for families if we plan longer in advance, so parents have longer to pay?

SW to provide a list of trips and their cost to governors.

**Action: SW (LGB51)**

Q: Is there any flexibility to reduce costs?

A: The more students there are on a trip, the lower the price. You could amend the itinerary, but it is a balance of interest against price.

The governing body was happy to approve the proposed Uganda trip.

### 13.2.2 *Israel*

Steve Brown explained the detail behind the trip. It will be run as an A Level trip. It is an enrichment trip; not just the history, but politics, philosophy and ethics of the area.

In terms of safety, we are not going near Gaza. There is nothing on the Foreign and Commonwealth Office site at for the areas we are travelling to. The water is fine; the food is fine.

Q: Is all the Foreign and Commonwealth Office advice about the Gaza Strip?

A: Yes. The areas we would visit are very safe. Many Europeans go there on holidays, but not many British.

The advice from the Foreign Office is to avoid demonstrations and any large gatherings of people. The tour leaders have years of experience and will be able to amend the itinerary if needed.

Q: Have we used STC before?

A: I haven't but I believe the school has for other trips. They have been running this trip for 25 years.

Q: Are there any particular festivals or holidays whilst you are out there?

A: We are planning on going in the October half term; there are no specific holidays at that point. It is not good to go in the height of summer either as it gets extremely hot.

Q: You will be travelling from Palestine back to Israel, is there an issue with stamps in the passport?

A: You do have to have to have a passport with you, but they stamp a separate piece of paper, so it won't be in your passport. They are aware of the issues that might cause.

The governors were happy to support the Israel trip.

➤ *SB left the meeting at 18.50*

### 13.2.3 *French Exchange*

APM explained that there has been increasing concerns regarding the viability of French exchange trip in terms of administration. It has reached a point where we need to think about how we move forward.

A list of balanced arguments were distributed to governors and these were discussed.

Q: Could you use our retired teachers, if they were keen to go on the exchange?

A: We have tried, they did for a while and then stopped.

APM explained an alternative proposal to an exchange trip.

Q: What would the cost be?

A: Approximately £480, slightly more expensive than the exchange but in the same price bracket.

Q: Paris is very cosmopolitan, is it the right option for an immersive trip?

A: Paris is also an exciting city to be in, the trip needs to be attractive to the students.

Q: Could we partner with another school? It would be a shame to lose it.

A: The problem is with staffing an exchange. We wouldn't be able to staff it next year.

Q: What are SHS' feelings about the exchange?

A: I have discussed it with the HT and said we would be discussing it this evening. He understands the issues, but they want to continue.

Q: Could we open it to parents who are DBS checked?

A: I would be uncomfortable with a significant group of children going to a foreign country with only one member of school staff.

Q: Is there also a concern that there are no safeguarding requirements for French hosting families?

A: Yes, it is a concern that there is no equivalent of a DBS.

Q: If someone was desperate to go on an exchange trip, could we facilitate it through another school?

A: We'd have to send a member of staff.

The governors agreed that it was regrettable, but the current French exchange would be the last one; the trip is no longer viable in terms of the availability of Marling staff. SW will communicate this decision to SHS within the next few days.

AMD to feedback governor comments about the proposed replacement trip to Holly Bedford.

- *AMD & JD left the meeting at 19.15*

#### **14. Curriculum Update**

There was nothing further to report.

#### **15. Financial Report**

The finance outturn for February had been discussed in the F&R meeting last week. SW updated the LGB on the main issue regarding financing 6<sup>th</sup> form staff.

There were no further questions.

#### **16. Link Governor for Attendance**

Ian Mudge offered to be the link governor for attendance. This was agreed by all.

#### **17. School Improvement Plan Update**

Document was shared in prior to the meeting.

Q: Where does student mental health fit into this? A parent has commented to me that sport as part of the ethos of the school appears to be dwindling.

A: AA has volunteered to be the governor linked to the monitoring of sport. There have been significant steps forward. We need to look at how we communicate what we do; we need to be clear on what our offer is, what we are aspiring to. I don't think we will go back to Saturday sports primarily because of staff wellbeing. We are comfortable with what we offer, we offer a breadth of opportunity and are doing it well. We need to be comfortable with the message we share about that.

Q: Did we agree on the strategy for the SMSC agenda?

A: Frances Phillips is making huge strides forward this year. We are mapping what we are doing already. Every year it has to change and evolve, we are improving the assembly programme. The whole school priorities this year are controlled substances, gender equality and student mental health.

C: Sport and mental health go hand in hand...

A: The house sporting provision makes it even more inclusive. All boys are committed to contributing to two areas throughout the year.

#### **18. School Improvement Plan 2019/2020**

There was a comprehensive staff survey before Christmas which was followed up last week and there will be a further review in May.

Parent and student e-surveys will be sent out soon.

There is a Parent Forum on May 16<sup>th</sup> @ 6:30pm. GB requested for governors to come to help with this event.

There is a new draft Ofsted framework which includes a comprehensive change, we need to review the SIP against this.

#### **19. CBAT Governance and Scheme of Delegation**

SW ran through the presentation he recently gave to Chairs of Governors and Headteachers of the schools in the Trust.

A discussion was had about the following 2 proposals:

- Change the name of LGB to School Improvement Boards
- Committee Structure. What to review: 1 SIB meets 6-8 times per year and covering all school business.

Q: Do the LA and Governor Services have a view – are there any legal ramifications?

A: No legal ramifications at all.

C: We need to be careful of how this is communicated to parents and externally. People understand what the role of a governor. SIB sounds a little narrow.

C: Conversely, we need to consider what people will think if we don't change the name and they assume we are 'governors'.

C: Improvement can sound like we have an issue. How about School Board, leaving out the word 'improvement'?

SW to research whether there are any other names which could be used to replace LGB.

- **Action: SW (LGB52)**

In principle, the committee approved the concept of a name change and a change in meeting structure.

## 20. Draft Vision Statement

There had been a second meeting on the 25<sup>th</sup> February and the Vision has been revised as a result.

There is a further meeting scheduled for 20<sup>th</sup> May 2019

The SIP needs to be consistent with the Vision

Q: Would the Ofsted changes need to be looked at with this review

A: Yes. There will need to be a Statement about Curriculum intent

A short presentation on the key Ofsted changes to be given at the next LGB vision meeting on 20.05.

- **Action: SW/GB (LGB53)**

## 21. Staff Survey

SW talked through the staff survey results. Most people who had led the groups fed back to GB today. Some new staff who fed back to GB today felt that the people with complaints hadn't had the context of other schools to compare against.

The key issue with support staff was their professional development. EG will explore this further on the Support Staff Inset day in June.

Q: Why did 30% not respond?

A: I don't know.

Q: This feels quite high from my experience.

A: Last time, the non-response figure was much higher.

➤ *AF left the meeting at 8:30pm*

## 22. Governor Training

SW gave a verbal reminder that there are a series of CETA lead training events which are free to Marling governors. The first one was held last week. EC attended and fed back to the committee.

HK to send out a reminder for each training course a month beforehand.

- **Action: HK (LGB54)**

## 23. Any Other Business

### 23.1 Any Other Business

Governors are required to support the Parents' forum on the 16<sup>th</sup> May 2019 at 6:30pm

HK to recirculate the email with details. Governors to respond.

- **Action: HK (LGB55)**

Q: How we get involved in school enough as governors?

A: GB is trying to lead governor engagement, but is finding it frustrating.

Key governor dates will be posted on MarVLE.

- *SW left the meeting 20.40*

23.2 HT Pay

**Confidential Item**

**The meeting closed at 8:45pm**

**Date of the Next Strategy & Vision Meeting: Monday 20<sup>th</sup> May 2019 @ 6pm**

**Date of the Next Meeting: Monday 17<sup>th</sup> June 2019 @ 6pm**



A handwritten signature consisting of a large, stylized loop followed by a horizontal line extending to the right. To the right of the signature, the date '17/6/19' is written in a simple, handwritten style.