



MILLTHORPE SCHOOL

Minutes of the Meeting of the Board of Governors held via Video Conference on Tuesday 12th January 2021 at 6pm

Present: Trevor Burton (Executive Headteacher) Trevor Charlton
 Renee Rainville (Chair) Tim Hooper
 Dave Merrett Tim Moat
 Claire Smith

In Attendance: Gemma Greenhalgh (Head of School)
 Sophie Triffitt (Clerk)

		Action
1.	<p>Welcome & Introductions, Apologies, Declaration of Interests, Any Items for AOB The Chair welcomed everyone to the meeting. For the record of the minutes the meeting was held virtually. Apologies for absence were received, with consent, from Amanda Stipetic, Simon Bull and Roy Moore. Fay Bound Alberti was not present at the meeting. The Chair informed governors that Tim Moat is stepping down from the governing body and Jane Terrett had stepped down as planned in December.</p>	
2.	<p>Minutes of the 19th November 2020 Meeting for Review and Actions (previously distributed) The minutes were agreed as a true and accurate reflection of the meeting and approved. Action: Chair to review the November minutes for any items to carry over to the February meeting. Actions Action 1: The 2020/21 SIP was circulated. Action 2: Device and Google Classroom access information was shared and it was confirmed that all Pupil Premium children across school have devices.</p>	RR
3.	<p>Covid Update Challenge: A governor noted that in a previous report there were a large number of children on shared devices and asked if this continues to be a problem in limiting student access. The Head of School explained that school have handed some devices out beyond the Pupil Premium cohort and there had been some generous donations from parents. The biggest challenge is ensuring students access the education on their device. Challenge: A governor asked how many vulnerable children are in school. The Chair shared the Head of School's attendance summary. The summary reported that online attendance had been very good and engagement in learning is significantly up on the previous lock down. 27 students who had not joined any lesson had been identified and contacted. Challenge: A governor asked why the students had not attended online and if technology access had contributed. The Head of School confirmed there were no technology related reasons but the student had chosen not to engage. Challenge: A governor asked if there is a legal position to challenge attendance of online learning. The Head of School confirmed there is no legal action that can be taken. The Head of School explained that teachers are teaching their full timetable of five hours a day so had taken the decision to reintroduce a form period at the end of the day to ensure a wellbeing focus. Challenge: A governor asked how teachers are managing online and in school teaching. The Head of School explained that the in school delivery is managed through the senior team, pastoral staff, cover supervisors and teaching assistants so teachers can focus on setting work and the online provision. If the numbers in school increased significantly then the structure and online provision would need to be altered. Challenge: A governor asked if in school attendance had increased from the first lockdown. The Head of School reported that there were three students in for the first lockdown and there were 100 students in school on the first day of this lockdown. School made contact with parents to understand necessary places required and explain the impact to provision of high in school attendance and there are currently 40 places being accessed. The Head of School reported that staff are being positive and enjoying engaging with students and are being</p>	

	<p>supporting through CPD to maximise the Google facility.</p> <p>Governors recorded thanks to the Head of School and staff for their hard work.</p>	
<p>4.</p>	<p>Governor Business</p> <p>1) Ethos Mission and Vision Review</p> <p>The Chair shared the mission and vision statement that had been through a development process as explained by the Head of School and asked governors to consider which elements of the vision governors could strategically support. Feedback from discussion included:</p> <ol style="list-style-type: none"> 1. Governors monitor educational outcomes and can influence through challenge at governor meetings and link roles. 2. Governors can influence through challenge at governor meetings and link roles. 3. Governors can influence through challenge at governor meetings and link roles. A governor noted that there is an emphasis on discipline and conformity and suggested that reflection of creativity and thought could be included. 4. Governors can influence through challenge at governor meetings and link roles. 5. Governors discussed whether the wording suggested acceptance of failure or reflected the importance of learning from mistakes and failure to drive success. 6. A governor noted the emphasis on leadership and suggested reflecting the contribution of individuals in different ways such as team working. The Head of School explained that the statement should reflect the aim of providing an opportunity to develop skills and create a more effective student leadership body with different degrees of leadership. 7. Governors felt they could significantly input strategically to help drive the statement. <p>The Executive Headteacher explained the need to monitor and build engagement between school and the LGB and the school will aim to measure each of the vision statements with link governors undertaking qualitative review. The Head of School explained that the mission and vision statements will inform the School Development Plan and the best way to measure each statement can be mapped.</p> <p>A governor suggested that each of the seven statements could have a governor champion possibly through link roles.</p> <p>2) Governance Review Plan</p> <p>There was no discussion to record.</p> <p>3) Link Governor Strategy Update</p> <p>The Chair asked if link governors had met with their SLT link.</p> <p>Trevor Charlton, Claire Smith, Dave Merrett and Tim Moat had met with their SLT link.</p> <p>Tim Hooper will meet with the SBM in line with the financial timetable.</p> <p>The Chair confirmed that link governor reports and a review of link roles will be included on the March meeting agenda.</p>	
<p>5.</p>	<p>Any Other Business</p> <p>1) GCSEs</p> <p>The Head of School made governors aware that the Year 11 cohort had worked very hard since returning in September and had strong predictions so it is disappointing they will miss sitting exams. A GCSE update will be included on the March Agenda.</p> <p>2) Thank You</p> <p>Governors recorded thanks to Mr Moat and Jane Terrett for their contribution to the governing board and commitment to the school.</p> <p>3) Nomination for Vice Chair</p> <p>The Chair invited nominations for the role of Vice Chair.</p> <p>4) Parent Governors</p> <p>Action: Lesley Buckley to inform the parent governor nominees of the delay in managing the election process.</p>	<p>GG / LB</p>

	<p>5) Testing Process Volunteers The Head of School invited governors to volunteer to support the testing process operation and confirmed that testing will start this week for staff in school and pupil testing plans will then be implemented.</p> <p>6) Risk Record Challenge: A governor asked when the Risk Record – Top Five Risks will be reviewed by governors. It was confirmed it will be included on the February meeting agenda.</p>	
6.	<p>Future Meetings 23rd February 25th March 13th May 15th June 5th July</p>	
<p>Approved 23rd February 2021</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Ms Renee Rainville Chair</p>		<p style="text-align: right;">Meeting end time 7.22pm</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date Signed</p>

Action Plan following the Meeting of the Local Governing Body on Tuesday 12th January 2021

	Action	Agenda	Person	Date
1.	Chair to review the November minutes for any items to carry over to the February meeting.	2	Renee Rainville	Feb 2021
2.	Lesley Buckley to inform the parent governor nominees of the delay in managing the election process.	5.4	Head of School / Lesley Buckley	Jan 2021

Future Agenda Items

February Meeting	March Meeting	Future Meeting
2019/20 outturn Vice Chair Risk Record– Top Five Risks	GCSE Update Link governor reports Review of link roles	Tour of new buildings Extracurricular audit and participation rates