

11 December 2018

### PRESENT

Anthony Alonzi AA
Janet Gilbert
Colin Goodier CG
Mark Grady MG
Sandy Marley SM
Charlotte Marten CM
Michael Moran MM
Anand Pophali
Shakeel Saghir
Rachel Street RS
Gideon Walters GW
Allan Kerr (Clerk)

### APOLOGIES

Adrian Canale-Parola ACP
Peter Reaney
Stephanie Chettle-Gibrat SC
Lee Williams LW
Susan Heinink (Minutes)

Two Governors: Lee Williams and Stephanie Chettle-Gilbrat were in attendance at the scheduled start time of 6.00pm but left before the start of the meeting due to the overrun on the previous meeting and asked that their disappointment in the arrangements were noted.

Apologies were received from Peter Reaney and Adrian Canale-Parola. In their absence it was agreed that Sandy Marley chair the meeting. The meeting was deemed quorate.

#### 18.13 QUORUM:

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#### 18.14 RE-ELECTION OF CHAIR, VICE CHAIR AND CHAIRS OF COMMITTEES

Peter Reaney and Adrian Canale-Parola were willing to stand as Chair and Vice-Chair respectively and were appointed to stand for another year. Michael Moran was welcomed as Chair of Finance following the resignation of David Robson.

#### 18.15 DECLARATION OF PECUNIARY INTERESTS

Sandy Marley invited Will Lodder to stay for the start of the meeting to reinforce the requirement for Governors to fully declare their pecuniary interests. Will explained that the Academies Financial Handbook requires Governors to declare both their financial interests and those of close relatives or cohabitants. He made it clear that Governors should be as open as possible and declare all interests irrespective of whether they felt that a conflict may arise.

No declarations of interest were made.

#### 18.16 MINUTES OF THE MEETING HELD IN SEPTEMBER 2018

These were agreed and signed by the chair.

#### 18.17 MATTERS ARISING

No matters arising.

## **18.18 ADMISSION ARRANGEMENTS**

Following the consultation period there was one respondent who had commented on the proposed arrangements which had been circulated to Governors. Governors welcomed the points made and particularly the comparisons to LSS. It was noted that the school was still awaiting the outcome of the last OSA judgement and is concerned that any changes at this stage might further delay approval of the arrangements. Governors noted the objections and decided to leave the draft arrangements as they are.

## **18.19 REVIEW OF ANNUAL REPORT AND ACCOUNTS**

Governors noted the report and accounts. There was concern that the trust reserves were very low and this left the school vulnerable to unexpected financial shocks. Discussion focused on the need to use the next three years to improve the financial resilience of the trust. It was recognised that the trust was not alone given the extended period of financial constraint that has been applied and it was also noted that the school faced an unprecedented 7% increase in teachers' pension employer contributions next year. Anand Pophali felt the GB should invest time in income generation.

## **18.20 MINUTES FROM STANDING COMMITTEES**

### **Finance**

It was noted that Michael Moran had kindly volunteered to stand as chair of Finance and he accepted the invitation to become a member of the trust.

Governors enquired about the opportunity to subcontract the letting of school premises as a means of generating income. AK responded by stating that their initial proposal did not generate additional income for the school and the structure of the deal left the school very dependent on the success of the lettings company achieving their forecast sales. The deal would need revisiting and restructuring before it could be recommended to Governors.

### **Medical Policy**

Ratification of the Medical Policy was proposed by Michael Moran, seconded by Gideon Walters and carried by the meeting.

### **CIF 2018 application**

Allan Kerr summarised a proposal to bid for a grant of £294,740 to replace 12,401m<sup>2</sup> of flat roof at the school. The proposal involves removing the existing stone from all the flat rooves in school, adding insulation and a new impermeable layer. The existing roof is considered structurally sound but the membrane is at the ends of its life. As part of the bid the school is anticipating having to contribute £10,000 to the project.

AK explained that the consultants handling this project would not be AMR, who secured the funds for the windows and fire alarm, who had chosen not to support this project and who had performed unsatisfactorily in their management of the two 2017 projects.

CM proposed and AA seconded the proposal which was carried by the GB.

### **QAC**

The Equality Duty and Numeracy Policy were considered by the GB. Rachel Street proposed and Anand Pophali seconded their adoption which was carried unanimously by the GB.

### **Personnel**

#### **Leaver Celebrations**

The GB noted that Charlotte Marten, Allan Kerr and Susan Heinink were leaving the school in 2019. Mark Grady advised the GB that he would be arranging a celebration later in the summer for CM and SH and that PR was arranging an event for Allan Kerr.

The GB considered the Pay and Capability Policies. Ratification was proposed by Sandy Marley, seconded by Rachel Street and unanimously approved by the GB.

## 18.21 GOVERNORS' MATTERS

### **Behaviour Policy**

The Behaviour Policy had been updated to comply with the requirements of Keeping Children Safe in Education 2018 and to introduce a new rewards system. Governors were advised that the sanctions arrangements would be reviewed further but were asked to approve the policy as it was presented. Colin Goodier proposed and Anthony Alonzi seconded the policy which was unanimously approved by Governors.

*Rachel Street left at 7.39pm*

### **Anti-bullying policy**

Governors were informed that the new policy had been amended to incorporate the requirements of the Keeping Children Safe in Education 2018. It incorporated a clearer investigation mechanism and clearer outcomes. Governors asked about whether there were any trends in the prevalence of bullying in school and were advised that following the introduction of MyConcern there were better records kept. It was difficult to say whether any trends were as a result of improved reporting or changed behaviour.

The policy was proposed by Shakeel Saghir, seconded by Colin Goodier and approved unanimously by Governors.

## 18.22 REPORTS

### **Safeguarding and Child Protection Report**

Charlotte Marten summarise the contents of the Safeguarding and Child Protection Report. Governors enquired about the large number of concerns reported at the beginning of term with a drop off since. CM was unable to explain the trend and whether the reporting early on was simply as a result of the students returning after an extended summer break or whether other factors were in play. The new reporting tool meant that historical comparisons were difficult but that over time the new system would give a much clearer picture of concerns and trends in school.

Governors asked how the school was going to review the effectiveness of the new system. CM advised that the DSL's meant fortnightly to review cases and monitor the effect of actions taken.

Governors asked whether the level of need in school was at an all time <sup>high</sup> low. CM advised that this was difficult to state given the reason above but CM was aware that the pupil premium students did account for a disproportionate number of concerns.

Governors thanked the Headteacher for the report.

### **Pupil Premium Report**

This report featured on the school website. Charlotte Marten reported that there was a small gap in outcomes for pupil premium students but that this is smaller than the national average.

### **Headteacher's Report**

Charlotte Marten summarised the Headteacher's Report. Governors thanked her for the comprehensive document.

## 18.23 SENIOR LEADERSHIP PAY AWARD

Staff Governors left the meeting. Governors agreed the following awards with effect from 1<sup>st</sup> September 2018:

M Grady from point L22 to L23  
Y Grogan from point L 20 to L21

**18.24 ANY OTHER BUSINESS**

Governors agreed to a ski trip to France organised by E French offered to the current Year 7 and 8 students. 5 staff and 40 students would be on the trip, it would run in term time and cost £830

Governors were advised of the unexpected death of a former pupil. The school spent a few minutes on Foundation Day thinking about her and had arranged a commemorative book for staff and students to record their thoughts. Governors were open to any suggestions from her family about how the school could recognise her time at Rugby High School.

**18.25 *The meeting closed at 8.25 pm***

Signature of Chair of Governors P.S. Reaney Date: 27/03/2019