

Batley Multi Academy Trust

Meeting of the Batley Girls' High School (BGHS) Local Governing Body

Held at BGHS on Thursday 21 March 2019 at 6:00pm

Part A

Governors present: Pamela Pickles (PP) (Chair), Ahmed Vali (AV) (Vice-Chair), Jean May (JM), Janice O'Hanlon (JOH), Michelle Barker (McBa), Stephanie Holt (SH), Carole Sallery (CS), Fozia Riaz (FR).

In attendance: David Cooper - Co Head (DC), Julie Haigh - Co Head (JCH), Alan Brown - Finance Director (ABr), Laura Bland - Interim Clerk (LBL)

741.	Chair's Welcome (PP)	Action
	PP welcomed and thanked all for attending.	
742.	Apologies for Absence, Consent and Declarations of Interest (PP)	
	Apologies had been received from Jonathan Barber, with consent. Absent without apologies: Samera Khalil and Sajid Ghani. PP asked LBL to follow up.	LBL
743.	Representation - Parent Governor Appointment (PP)	
	PP welcomed Fozia Riaz to the LGB. PP explained FR had met with PP, DC and JM earlier in the month after submitting an application and was delighted she had agreed to officially join the board.	
744.	Minutes of the LGB Meeting held on 22 November 2018 (PP)	
	<p>IT WAS AGREED by Governors that the minutes should be approved as a true record and these were signed off by the Chair.</p> <p>DC confirmed the PAN for the 2019/20 academic year has been approved and stands at 233. DC commented even with the increase, there remains a waiting list of approx 30 students.</p>	PP
745.	Matters Arising (PP)	
	There were no matters arising from the minutes.	
746.	Finance Update (ABr)	
	ABr confirmed the projected surplus at this point is approx £92,000 for the year, to carry forward into the 2019/20 academic year, however this currently excludes any potential capital investment in buildings. PP queried the financial viability of the capital works if the in-year position is worsening. ABr explained any monies for the capital works would come from reserves and any spend would be in line with school policy.	

	<p>SH asked if the future building works would bring in revenue too. ABr agreed that this is something that we are hopeful of.</p> <p>DC also added the proposed building works will be future proofing given the PAN increases from the 19/20 academic year.</p> <p>ABr confirmed contracts for the major works are currently out to tender (x3). Any timescales will be subject to planning permission, but we are hopeful of work being carried out over the summer.</p> <p>ABr referred to next year's salary expenditure and explained there is an assumed salary increase of 2% for all staff built into the forecasts and a 7% increase for teaching staff employer superannuation contributions from September 2019.</p> <p>ABr explained the 19/20 income settlement figures include total funding for 1,265 students. ABr added funding for sixth form is just over £900k, with the sixth form being part subsidised by the main school budget. DC added there have been 13 sixth form centres close in Bradford recently with limited sixth forms option for those students, BGHS has therefore begun working with Bradford schools highlighting our sixth form offer. Future years' forecasts include the new PAN of 233.</p> <p>PP questioned what the £67k additional capital grant could be spent on. ABr confirmed it could be spent on improving buildings. We also received approx £33k teachers pay grant, to contribute towards the additional costs of the teachers' pay award in September last year.</p> <p>ABr added we have invested monies from a long term savings account into a higher % interest account.</p> <p>The latest monitoring reports include KPIs, which show the current position and also the original budget position.</p> <p>ABr concluded the current financial position is positive and welcomed questions. Nothing further was asked and PP thanked ABr for his update.</p> <p>ABr left the meeting at 6:25pm.</p>	
747.	Data Protection Training (LBL)	
	<p>LBL presented the GDPR awareness presentation that all staff had received. No questions were asked and Governors thanked LBL for her work on GDPR to-date.</p>	
748.	Safeguarding Update (JM)	
	<p>JM reported that DSLs across the MAT have been working collaboratively on a number of various issues and this was working well. In light of recent meetings, there is some staff training required on systems and processes.</p> <p>JM recently audited the single central record in light of the s.128 update and confirmed BGHS is compliant.</p> <p>IT WAS AGREED the Safeguarding Report would form Part B.</p>	

749.	Compliance Update (PP)	
	<p>LBL confirmed there had not been any comments/feedback from Governors (via email) regarding the policies below.</p> <ol style="list-style-type: none"> 1) Careers Education, Information and Guidance IT WAS AGREED to pass with no amendments. 2) Online Safety IT WAS AGREED to pass with no amendments. 3) SEND Information Report and Policy IT WAS AGREED to pass with no amendments. 	
750.	Co-Heads' Report (DC/JCH)	
	<p>DC summarised the main points from the Co-Heads' Report.</p> <p><u>100 Inspirational Leaders Awards Event</u> This event will be the first termly event, building on the Co-Heads' Celebration Lunches throughout last year. The event will see 100 Year 9 -13 students invited (plus one parent), via staff nominations to attend an awards event at Leeds Beckett University in The Great Hall. The event will be held on Thursday 11th April between 4:00pm - 6:00pm. A booklet detailing why each student has been nominated will be produced and shared on the evening.</p> <p>DC extended the invitation to all Governors and the following Governors confirmed their attendance: PP, JM, CS and SH and that they would like to travel with school.</p> <p><u>Careers - Gatsby Benchmarks</u> DC confirmed BGHS had been awarded the Eight Gatsby Benchmarks - one of the first schools regionally. PP thanked DC and the Careers team for their continued hard work.</p> <p><u>Dental Health Project</u> DC told all we have submitted an award bid (Community and Collaboration category) for our work on the Dental Health Project delivered in school. The programme is fully funded by National Institute for Health Research. We will know by the end of April if we're fortunate enough to be shortlisted.</p> <p>JCH entered the meeting (6:50pm)</p> <p>AV left the meeting (6:50pm)</p> <p><u>Staffing</u> IT WAS AGREED this part of the report would form Part B.</p>	
751.	Term Dates (2019/20) (JCH)	
	<p>IT WAS AGREED to confirm the proposed 2019/20 term dates including the 5 disaggregated days (29 Nov, 15, 16, 17, 20 July).</p>	

752.	Strategic Discussion - MAT School Improvement Capacity Framework (JCH)	
	<p>JCH explained to all BMAT had agreed to take part in a pilot scheme (one of four across the North) led by the Regional Schools Commissioners (RSCs) to helps MATs understand their current capacity to support and drive school improvement.</p> <p>JCH added, the framework tool is RAG rated and Governors should rate how they perceive the MAT achieves the Vision, Culture and Ethos and People and Partners sections only.</p> <p>IT WAS AGREED that all sections and sub sections of points 1 and 2 should be rated green from a LGB perspective.</p>	
753.	Any Other Business	
	<p>DC asked Governors if they were happy to establish a LGB careers link, in addition to the Trustees careers link. ALL agreed this was a good idea and were happy for PP to be link.</p> <p>JM questioned the progress on the policy review. LBL explained this was ongoing and a thorough schedule had been created in order to track this. LBL asked all Governors if they were happy to continue receiving policy updates/approvals via email. ALL agreed this was working well and happy to continue.</p> <p>IT WAS AGREED Governors needed to finalise the template for their school visit reports. McBa to liaise with LBL re: circulating current templates. PP reminded all Governors reports must be completed asap following a visit and submitted to LBL.</p> <p>It was requested that LBL seeks advice on best practice on the role of a Governor during a school visit.</p> <p>Governors discussed their recent visits and all commented on how positive each visit was. Governors told JCH and DC how proud they were of the school and their involvement as a Governor. Further information on their visit(s) to be included in their formal, written report.</p> <p>As an aside from recent Governor visits, JM, PP and CS offered to setup reading sessions with students. JCH and Govs to follow up. A copy of the schedule for Reflection Time to be shared with JM, PP and CS.</p> <p>SH raised an item from Parents' Forum earlier in the day re: RSE and the suggested new curriculum. JCH explained this has currently been raised at Trustee level (as well as national level, across the board) and noted the query. All further questions relating to RSE should now be directed to the Co-Heads.</p> <p>JCH updated all on the newly established Equality and Diversity Working Group in school and explained the group currently consists of teaching and associate staff and x6 places for students would be offered. Students will need to nominate themselves for a place and each nomination will be judged by the LGB. All Governors agreed this was a great idea and offered to help where needed.</p>	<p>McBa/ LBL</p> <p>LBL</p> <p>JCH LBL</p>
754.	Date of Next Meeting – 20th June 2019	



755.	Agenda, Minutes and Related Papers	
	IT WAS DETERMINED that the safeguarding report and staff update from the Co-Heads' Report should form Part B owing to reasons of confidentiality and therefore be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.	