

## RANGE HIGH SCHOOL

### MINUTES OF THE BOARD OF TRUSTEES - ONLINE ZOOM MEETING

7 July 2022 – via Zoom

#### PRESENT

Ian Burton	Steph Donbavand	Sue Donnelly
Mike McGarry (Head)	Harriet Michael-Phillips	Cathy Morris
Karen Owens	Jim Rimmer (Chair)	Richard Snowdon

#### ALSO PRESENT

Andy Pritchard (RD)	Judith Gordon (FM – Acting Clerk)
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#### APOLOGIES

Clare Gaskell	Jackie Gladden	Collette Simms
Pauline Neilson (Clerk)		

#### ACTION

#### 21/93 DECLARATION OF BUSINESS INTERESTS

There were no declarations of interests in relation to the agenda.

#### 21/94 MINUTES FROM THE MEETING HELD ON 19 MAY 2022

##### Accuracy

Trustees accepted the minutes as a true and accurate record.

#### 21/95 Matters Arising

##### 21/78 – Presentation – J Gladden (JRG) - Literacy

The Headteacher reported that Jackie Clarke had been appointed as HLTA – Literacy.

#### 21/95 GOVERNING BOARD INFORMATION / CHANGES DURING 2022-23

The following trustees terms of office end during 2022/23

Ian Burton	Community Trustee	Term of Office ends 19/09/22
Harriet Michael-Phillips	Co-opted Trustee	Term of Office ends 08/12/22

Ian Burton stated his intention not to seek a further term of office when it ends in September. He has been a trustee since September 2014 and felt that it was

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time to relinquish the role. The Chair personally thanked Mr Burton for his support during his time as Chair. The Headteacher, on behalf of the staff and SLT, thanked Mr Burton for the huge contribution he has made to the school and for staying on the Governing Board for the recent Ofsted Inspection.

The departure of Mr Burton leaves a vacancy for a Community Trustee. Mrs Harriet Michael-Phillips was appointed as a Co-opted Trustee (for one year, ending 08/12/22) and the Chair suggested that Mrs Michael-Phillips could fill the vacancy. Mrs Michael-Phillips left the meeting whilst this was discussed.

Trustees unanimously **AGREED** to appoint Harriet Michael-Phillips to the post of Community Trustee for the 4-year period ending 19 September 2026. Mrs Michael-Phillips re-joined the meeting and was informed of the board's decision.

### 21/96 DRAFT MINUTES FROM THE AUDIT COMMITTEE MEETING – 21 JUNE 2022

The above Minutes were circulated for information. The draft budget forecast 2023-27 was discussed by the Committee. Should any changes to the budget forecast be made following the Committee meeting, they would be clearly identified when presenting the proposal to the full Board. This was discussed later in the meeting (see Minute 21/99).

### 21/97 HEADTEACHER'S REPORT

The Headteacher's report gave details of:

- Ofsted
  - New programme of CPD for staff starting in 2022-23
  - Continue to work with Formby High School
  - Literacy and Reading are still very much a focus going forward
  - Ofsted Focus Group will continue under the guise of a Strategic Development Group
- DfE / ESFA / CIF Bids
  - Expect to finish this academic year with a surplus of £60k
  - Formal monitoring period with the ESFA will cease in September
  - Prospect of unfunded public sector pay increases are largely out of school's control
  - ASCL are considering balloting members on action over pay rises
  - Changed CIF bid co-ordinator – who, hopefully, will have a better outcome than the previous co-ordinator. The Headteacher and Chair signed a 3-year contract with E3Cubed (agreed by the Audit Committee)
- Coronavirus
  - Cases amongst staff are increasing with 7 members of staff and 24 students currently absent
- Deep Dives / Catch-up Plans / Curriculum / Pastoral
  - The last round of Deep Dives proved to be good preparation for the Ofsted Inspection

JG to send  
DD reports  
to Link  
partners

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- The next round is currently being planned and will take place in the Autumn term
- Faculty days have taken place this term – to focus on the ‘outstanding’ agenda
- Teacher Assessed Grades (TAGS) / Public Exams / Study Leave
  - The Headteacher praised students taking external examinations with both attendance and compliance described as ‘excellent’
  - Thanks were given to staff who had contributed to the preparation and smooth running of the first public exams in two years
- Staffing Information
  - A separate report was circulated updating Trustees on Resignations / Appointments – both internal and external / Staff on maternity leave / posts outstanding
  - A recent advert for Teaching Assistant posts (5 in total) had only attracted two applications – this could be because the LA is currently changing the funding process so there is no option but to advertise temporary posts that may not be an attractive proposition. The Headteacher is trying to expand the core team of TAs
  - Interviews will take place next week for the DT (Food Tech) technician
- Multi-Academy Trust (including an ASCL MAT briefing paper)
  - Two documents were available to Trustees on GovernorHub:
    - NGA/Browne Jacobson – Taking the next step – A guide to forming or joining a multi academy trust
    - Collated questions from Woodlands Primary Governors re Formby MAT
  - The Headteacher reported that Woodlands Primary School had pulled out of the Formby MAT proposal
  - The next meeting with the RSC is scheduled to take place on 11/07/22 – the Headteacher will contact Trustees if there is any further update
  - Schools in Crosby appear to be keen to join a new MAT rather than joining an existing one – 3 secondary and 6 primary schools from Formby and Crosby – all either ‘Good’ or ‘Outstanding’ could join together to form a MAT
  - The government white paper states that a MAT should have, as a minimum, 10 schools or 7.5k students. If all 9 schools joined the MAT the number of pupils would be approximately 6k
  - We would need agreement in principle from the RSC that we could move forward with a Formby/Crosby proposal. Due diligence / consultation would follow after that – there is a good chance that the RSC would accept such a proposal.
  - If the RSC turned down the proposal to form a Formby/Crosby MAT we would have to look at joining an existing MAT
- The Headteacher reminded Trustees that the Trustee/Alumini get-together is taking place at 5.30 p.m. on 12 July 2022

Trustees thanked Mr McGarry for his comprehensive and informative report.

**21/98 SAFEGUARDING UPDATE**

The data from 12 May to 28 June 2022 May had been shared with Trustees on GovernorHub. It was reported that lots of training had taken place in preparation for the next academic year.

Mr Cregeen's resignation letter was shared with Trustees on GovernorHub. Trustees wished him well in his new post

The Chair reported that he had replied to both Mr Cregeen's and Dr Ainsworth's resignation letters.

**Q. HMP It would be useful to have a comparator with the figures for next year – is this possible?**

**A. MM Mrs McGugan will be presenting this report in future and I will speak to her regarding this**

**HT to speak to JMU regarding future Safeguarding reports**

**21/99 FINANCE – UPDATE - AP**Budget 2022-23

The proposed budget had been to the Audit Committee and it was their recommendation that it be accepted by the full board. Any alterations to the budget since the Audit Committee meeting were highlighted at the meeting.

**ACCEPTED**

- Y7 Pupil number for September have been confirmed as 161
- There have been 130 applications for Y12 in September
- A pay rise of 3% has been assumed and it is hoped that any increase over 3% would be funded by the government
- The reduction of the Y7 PAN in September 2023 will affect the Sixth Form in 2026/27

**21/100 TRUSTEE DEVELOPMENT PLAN - updated 2021-22 and new 2022-23**

The final TDP for 2021-22 was circulated for information. Some of the actions have been carried forward to 2022-23.

Trustees AGREED to accept the 2022-23 plan. Regular updates will be given throughout 2022-23.

**21/101 LINK REPORTS**

The following Link reports had been received and circulated to Trustees via GovernorHub:

- 14-19 Education – Sue Donnelly
- English & Literacy – Harriet Michael Phillips
- Humanities – Karen Owens
- PE & Expressive Arts – Harriet Michael Phillips
- Science – Jim Rimmer

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The focus for the Autumn Term link report will be Exam Results / Back to Outstanding

**21/102 POLICIES**

The Complaints Policy is due for review (the responsibility for this policy remains with the Board) – a copy had been circulated to Trustees. **AGREED** to accept the policy as presented.

Trustees were informed that the Pupil Behaviour & Discipline Policy (circulated) had been reviewed and updated. (Responsibility for this policy has been delegated to the Headteacher.)

**Meeting closed at 6.05pm**



Signed \_\_\_\_\_

Date 22 September 2022