

MINUTES OF THE BOARD OF TRUSTEES - ZOOM MEETING8th December 2022– 3.30pm**PRESENT**

Steph Donbavand
Mike McGarry (HT)
Jim Rimmer (Chair)

Sue Donnelly
Harriet Michael-Phillips
Collette Simms

Clare Gaskell
Karen Owens
Richard Snowdon

APOLOGIES

Jackie Gladden

Cathy Morris

ALSO PRESENT

Tom Dolly (SDHT)
Julie McGugan (AHT)
Judith Gordon (FM)

Gayle Phillips (DHT)
Chris Tees (AHT)
Pauline Neilson (Clerk)

Vicky Ashworth (AHT)
Andy Pritchard (RD)

22/22 WELCOME/APOLOGIES**ACTION**

The Chair welcomed all to the meeting.

Apologies had been received and were accepted from Jackie Gladden and Cathy Morris.

The Head had intended to invite the Head Boy and Girl to this meeting, but he had not due to the fact the meeting was moved online, they would be invited at another time. They were both doing great work and were very proactive.

**Head Boy +
Head Girl to
be invited to a
future
meeting**

22/23 DECLARATION OF BUSINESS INTERESTS

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

22/24 GOVERNING BOARD CHANGES

There were no changes to the board. Cathy had been recorded as being a member of the Audit Committee but was no longer on it.

22/25 MINUTES FROM THE LAST MEETING - 20/9/22**Accuracy**

Trustees accepted the minutes as a true and accurate record with the following amendments:

Item 22-13 – 4th bullet point – change “staff assessment throughout the year had been very good” to say “very accurate.”

Matters Arising

- Ian Burton - appointment to member – to be discussed at the AGM.
- 22.13 – Training session data – this would be arranged for early next term.
- An emergency Trustee meeting may be required early in the new year. Date to be agreed.
- Minutes of the Audit Committee - now been circulated.

Training session – early spring term

22/26 HEADTEACHER'S REPORT

This had been circulated and was taken as read with the following items highlighted:

School had been very busy with a number of extra curricular activities. The new system for event proposals was working well.

Trips- Iceland, London and Auschwitz.

Covid – the impact of this was still being felt on student mental health and impacting on attendance.

Open Evening – this had been very well attended.

Initial figures for September 23 (PAN now reduced to 163):

1st choices – 125
2nd Choices – 183
3rd choices – 85

School was working more closely with Formby High School; it would be interesting to see what impact this had on choices. The initial feedback had shown that parents had been very pleased with the welcome received at Range, but it was not known yet what the final outcome would be.

Performance Tables

These had been published for GCSEs but it was now difficult to make meaningful comparisons as before but the school's attainment figures looked to be the strongest in Sefton. Trustees were directed to the link that had been sent out.

Funding

There were still some concerns about the unfunded pay rises but an extra tranche of funding was expected in December for improvements to heating (£44,500). If schools had already actioned some improvements, the funding could be used elsewhere. Some of this this would be allocated against the cost of the new boiler recently installed in the 6th form area.

RANGE HIGH SCHOOL

In April 2023 school would find out how the extra funding from the Autumn statement would be distributed. School was expecting an additional £170,000 - £208,000, with an extra £85,000 in this year. School continued to be very frugal and if staff retired or moved on all replacements were carefully considered.

Funding Bids

School was very impressed with work on the roofing and fire alarm system bid; a decision was expected about Easter time.

Attendance

There had been no real issues with Covid but there had been cases of Scarlett Fever and Strep A. School had informed public health and was following all guidance. A joint letter had been sent to parents to offer reassurance.

Dr Snowdon said cases of Strep A were still a very rare event, but a lot more common infections were coming back. Covid cases had risen slightly, but the population was well vaccinated.

Curriculum – all reports had been done.

External Safeguarding Audit

This had been completed, and a copy had been included in Trustee papers. School was generally very safe, but there had been some issues with homophobic language. Work to address this issue was ongoing through the PSHE curriculum, assemblies, tutor time and the Inclusion Club.

SDP – this had been reviewed by the SLT. It had been agreed that the OFSTED group would be replaced by a new Strategic Group and a meeting date would be sent out to all members.

**SG meeting
date to be
send out**

Deep Dives – the schedule had been changed and a new model was being used this year. T Dolly gave a short report explaining the reasons for the changes. After considering Staff wellbeing and what actions had already taken place, the new focus would be on Addressing Gaps and Reading Strategies.

MAT

There had been a lot of action behind the scenes.

A copy of the response from the Academies Trust had been sent to Trustees. The Government was not encouraging formation of any new MATs and any merger with Formby schools was not considered strong enough. However, details were still very vague and school was still waiting for a final answer.

There had been meetings with the CEO of the Rainbow Trust; MM outlined some of the areas of discussion. Following some discussion, Trustees agreed the following next steps:

RANGE HIGH SCHOOL

- the Head to continue these negotiations
- Key staff to visit the Rainbow Trust
- CEO of the Rainbow Trust to speak to Trustees
- The links on the Rainbow Trust would be sent to all Trustees.
- Continue with fact finding
- Prepare a paper for discussion at an extra ordinary meeting in January.

Q: What would be most beneficial to the school?

A: It was difficult to decide, but decisions would be based on collaboration, central services development etc.

Q: How could it be demonstrated that a range of Trusts had been considered?

A: School had already looked at Southport Trust as well as discussions with the Regional Director's office. School had also looked at forming its own Trust. This information would be included in the consultation. The Rainbow Trust was fairly local and at the moment did not have a secondary arm; this would give school a chance to develop this area. There had been brief discussions on Cowley HS in St Helens and it may be worth exploring this further.

Q: Does this trust reflect Range's values?

A: The Rainbow Trust seemed to be into inclusion, showed good standards, and much good work had already been done. Governors were encouraged after viewing their promotional materials.

Dr Snowdon agreed it was an exciting option and it would be good to see more.

Events

- Carol Service 7.30pm – this evening
- Jolly Christmas Show – next Thursday
- Presentation Evening – Monday 19th December to present certificates and awards to last year's YR 11 and 13. Trustees were invited and asked to advise school if they wanted to attend, so seats could be reserved.

22/27 FINANCE REPORT - ANDY PRITCHARD

The following documents had been agreed by the Audit Committee:

- Annual Report and Financial Statements for the year ended 31/08/22
- Audit Management Letter for the year ended 31/08/22
- Letter of Representation – Audit - for the year ended 31/08/22
- Letter of Representation – Regularity – for the year ended 31/08/22
- Accounts as at 31 October 2022

LGPS school contribution had reduced from £4.3million to £1.5million.

Available balance - £143,000 including school funds and parental contributions (ringfenced).

Main Budget - £66,000.

Trustees accepted the financial reports; JR would sign the documents when he visited school the following week.

Chair to sign documents

Auditors

School had been very pleased with the current auditors.

Audit findings had recommended:

- A change to the accountancy package. This was very expensive and a new one may also be needed if school joined a MAT.
- After checking comparisons with Companies House, auditors had found that 2 directorships had not been declared by Trustees – new declaration forms would be sent out and the wording would be changed to avoid confusion.

Sue Donnelly congratulated the team and the school on turning round the projected deficit to a surplus.

Risk Register

This had been updated, there were no notable changes.

PERSONAL DEVELOPMENT AND SAFEGUARDING

A report had been circulated; the following was highlighted:

22/28 Staff Training - INSET – FGM etc.

There had been some **homophobic and racist comments** that were quite concerning (8 Homophobic and 11 racist). There would be a meeting of Assistant Heads and Heads of Year to put together a focus group to discuss the full range and scope of the problem. Assemblies, Personal developments etc. would also cover this. School was also looking at services from external agencies.

Q: Had there been an issue where class chart information was not being passed on?

A: Issues had been reported on Class Charts, but students had said issues had not always been acted on – this had now been addressed.

22/29 KPI DOCUMENTS - REPORT – CHRIS TEES (CT)/GAYLE PHILLIPS (GP)

The document had been circulated prior to the meeting. CT highlighted some of the data and the priorities since OFSTED.

- Assessment KS3 – A working party of 9 staff was working on updating the Assessment Policy.
- There was a big focus on Reading – the librarian was working with the children.

RANGE HIGH SCHOOL

- A new programme for literacy was being explored – work was ongoing with Birkdale High.
- There was a movement away from fine levels to “scaled points scores”. There was now a change nationally and CATS were being used throughout the school.

Q: What SEND representation was there on the Working Group? This was crucial in order to discuss issues such as access arrangements etc.

A: There was no one from SEND yet and there was currently only one person in this department. Once firmer proposals had been developed, Lisa Nolan (LN – SENDOC) would be consulted for her input. Most of the current work was about reporting to parents.

Dr Snowdon said he was concerned about the process, especially as there were now 10% of the school population with SEND needs. It was important that this was factored in at the beginning of the process.

School was trying to develop as diverse a system as possible and did always strive to be inclusive. The group were looking at a range of different systems. SEND would not be left out of the preferred model. The access arrangements had been significantly developed since LN had come to post.

Q: Could Trustees receive the baseline data for reading?

A: Arrangements would be made for this.

CT continued by pointing out the information on Page 3 and 4 of the report. The number of pupils who came to Range with a high attainment was lower than in the previous year, but this was a very different year group and there had been some mental health issues. There was a full mentoring programme and school had been working with Birkdale High on strategies for work with disadvantaged. They had standard documents and school was developing alternative strategies. CT and TD agreed to speak to other schools to discuss alternative approaches.

School had 23 disadvantaged students, with 10 significantly below target. Of these 3 were non attendees and another was off with long term sickness.

There followed a detailed discussion that included how prior attainment could be measured and CT offered some background information on The PRIME system. Details would be put be made available on GovernorHub. There had been an INSET a couple of weeks previously when systems had been explained to staff

GP – Report – KS5

There were also issues with Yr. 13 prior attainment expectations being lower than previous years. The team were working hard and were being very proactive.

Staff were understandably concerned about grade boundaries; lots of bespoke intervention work had been done to lift grades.

RANGE HIGH SCHOOL

There were a number of meetings scheduled over the next few weeks to discuss issues. School was employing all strategies possible and doing all it could to improve the situation.

Attainment figures for some subjects had improved, Maths was good after bespoke intervention. The next set of DCM sheets should show a different picture.

Governors thanked staff for their detailed reports.

22/30 LINK REPORTS

Following discussion with the Head, it had been agreed these would be reduced to one this year. The focus would be on Reading. Reports would be presented in the Summer Term.

22/31 POLICIES

The following Policies were accepted by Trustees:

Pay Policy and Appendices – this had been reviewed at the Pay Committee on 24/11/22. Trustees accepted the policy presented.

Pay Committee- Pay increments - These had been discussed at the Pay Committee and Trustees had accepted the Heads recommendations for progression.

School Uniform Policy – NEW

Policies updated by Headteacher – for information:

- Behaviour & Discipline Policy
- Charging & Remission Policy
- Ransomware Policy - NEW
- Risk Protection Arrangement / Cyber Response Plan -

22/32 CALENDER OF EVENTS

As per list previously circulated.

22/33 AOB

None

22/34 DATES OF FUTURE MEETINGS

2nd February 2023 – Zoom



SIGNED: _____ DATE: **2 FEBRUARY 2023**