

MINUTES OF THE BOARD OF TRUSTEES - ONLINE ZOOM MEETING30th MARCH 2023 – 4.00pm**PRESENT**

Sue Donnelly	Clare Gaskell	Harriet Michael-Phillips
Mike McGarry (Head)	Catherine Morris 4.45pm	Jim Rimmer (Chair)
Collette Simms	Richard Snowdon	

ALSO PRESENT

Tom Dolly - SDHT	Gayle Phillips - DHT	Julie McGugan - AHT	
Chris Tees - AHT	Andy Pritchard - RD	Judith Gordon - FM	Pauline Neilson (Clerk)

APOLOGIES

Steph Donbavand	Paul Povey
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22/50 WELCOME**ACTION**

The Chair welcomed everyone to the meeting.

22/51 DECLARATION OF BUSINESS INTERESTS

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

22/52 GOVERNING BOARD CHANGES

J Gladden - staff Trustee had resigned. 24/2/23

P Povey had replaced her as Staff Trustee, but he had been unable to attend the current meeting- term ends 29/03/27.

22/53 MINUTES OF THE LAST MEETING – 2nd February 2023

The minutes of the last meeting had been previously distributed and were agreed as a true and accurate record subject to the following amendment:

Correct Typo - last sentence end of page 1.

22/54 MATTERS ARISING

Feedback – student focus groups - **MM** had met with staff and the action would be taken to SLT tomorrow.

A series of events and assemblies were planned encouraging students to think about language etc. The plan should be available for the next Trustee meeting (Focus Yrs. 8 and 9,) There were fewer issues with Yrs. 10 and 11.

The students had appreciated the opportunity to speak to the SLT. This will be a more regular arrangement going forward.

22/55 TRUSTEE TRAINING RECORD

Trustees were reminded to let JG know if they attended any training, so that the CPD record could be updated.

22/56 HEADTEACHER'S REPORT

The report had been previously circulated and was taken as read with the following items highlighted:

It has been a very busy half term and it was good to see many **extra-curricular** activities returning. There had been many trips and sports activities.

The **Art** event the previous evening had been very successful, with 400 people attending and 100 children taking part.

Dr Snowdon commented that it had been a very enjoyable event and it had been particularly good to see so many children from very complicated backgrounds and those with special needs taking part.

PAN – now at 168 –oversubscribed for September.

6th Form applications – approximately 150. School had budgeted for 100.

The **Newsletter** was due to go out tomorrow.

Sefton Secondary Review

This had been sent out to Trustees. The document contained certain datasets and progress indicators. Comparisons had been made by Ward, LA etc. The school data was very pleasing with most results being above average. There had been no surprises, but the document provided a separate set of comparisons. This is the first time this report has been issued since the pandemic

Finance

School is currently working on a staffing model to reduce hours by 1 FTE member of the teaching staff. Conversations are ongoing, particularly with part time members of staff.

Premises - school is still awaiting the outcome of CIF bids for the roof etc. Results are expected May/ June.

Burst pipes in the school had meant a one-day closure of the whole school on Monday 13 March as water had to be turned off and there were no toilet facilities in the main building.

Covid- not much to report; currently there is one member of staff absent due to Covid.

Deep Dives – these are more or less complete. Reports to follow, including areas of development work.

Catch up sessions – Tom had been arranging sessions- 140 children are expected to attend classes during the Easter break.

Staffing

School has appointed a new member of staff in MFL- the department is expanding and was recognised as a very strong department by OFSTED. A new Head of Computer Science has also been recently appointed.

Strikes

School had managed to keep some year groups in on strike days, but this may need to be reviewed if there were more strikes. The union are currently balloting members about the latest Government pay offer. If the offer is turned down more strikes are expected on 27th April and another in May.

The pay offer had included £1k across the board this year – all funded, with next year's pay increase by 4.5%. – 4% of which would come from existing budgets. School had budgeted for 3.5%, so the additional cost to school would be in the region of £20k.

Teachers had already lost 4 days' pay, so the outcome of the ballot to strike again is not certain.

SDP

The strategic group had met with a focus on leadership and management; notes are on GovernorHub. **RS** apologised for being unable to attend.

It was accepted that getting back to outstanding may be difficult to achieve, especially with the changes to the OFSTED framework: this is nothing to do with aspirations. The situation is becoming clearer as more inspections are carried out. Many schools have been downgraded to Good or RI from Outstanding. It may be more realistic to aim for Good with Outstanding Features.

One of the problems facing Range is parental expectations; this is a difficult perception to manage. Trustees discussed this matter at some length.

22/57 FINANCE – REPORT - A PRITCHARD

Detailed discussions had taken place at the recent Audit Committee meeting and the Minutes of that meeting were on GovernorHub for all Trustees.

The latest forecast is predicting £128k credit at the end of August 2023. The budget has been volatile with many areas of uncertainty. A close eye is being kept on all areas.

Q: TA supply costs? How much variance was due to TAs and how much to other supply costs?

A: 85% was for TAs- there has not been much teacher cover during the last couple of months.

Q: Was the estimate for utilities realistic?

A: Now, yes. Contracts are in the process of being renegotiated and school is waiting to see what the April utility costs are.

Associate staff pay awards – negotiations are ongoing.

22/58 KPI REPORT

The figures in the report look a little worrying. There are a number of school refusers (8), who will not be taking GCSEs, and are causing the figures to be lower. **MM** said he talked to other Heads about this and it appeared to be a common issue. It is possible this was an effect from lockdown. More additional support than ever before has been given this year.

Staff have been more cautious about grade boundaries, but are doing everything possible, so it is difficult to say how accurate the predicted figures are.

However, KS3 progress is looking good, except for Science, and some additional work may be needed in this area.

The small cohort of High Attainers seemed to be doing worse.

Issues with the 6th Form students have increased, but more resources and support have been put in place and there is plenty of intervention work taking place.

RS commented that it would be useful to get the broader context about other schools. P8 was not as positive as last year, but more would be known once this year's P8 was published later in the year.

Trustees discussed the lower year groups.

Q: Was school happy with the standard of the teachers newly appointed, particularly in Science?

A: Some good appointments have been made and support is in place for new staff with any behaviour management issues. There was a full complement of teachers in science.

There had been two long-term absences this year and Science remains a focus area. A close eye is being kept on the effect on possible 6th form applications. Trustees discussed the issues and the point was made that it had been harder to study Science online during lockdown. Parents had not had the expertise to support children, especially in Primary school. This could be affecting the skills of some Yr7 and 8 pupils.

Trustees asked for some further training to understand how the system worked. School would arrange this - dates would be sent out- GP/CT to action.

GP/CTE to arrange KPI training date

22/59 STAFF WELLBEING UPDATE

The documents had been uploaded to GovernorHub along with some graphs. Staff Wellbeing is a school commitment and a School Charter has been agreed.

The SurveyMonkey has been used before but school has also found a questionnaire in the Times Educational Supplement. This survey was subject to National benchmarking.

The questions will be sent to staff and it will be interesting to see the responses. The facility could also be used to anonymously register concerns.

Workload continued to be a concern although a lot of work has taken place over the last couple of years around use of meeting times, additional support, data etc., all meant to maximise the use of a staff time.

A staff wellbeing hub has been created and staff had requested discussions on the Menopause; two meetings have taken place.

As a result, the Menopause Policy has been developed and a number of books purchased. School now allowed for comfort breaks, provided desktop fans and encouraged open discussions. The meetings have been very positive.

Following some further discussion among the Trustees, Harriet Michael-Phillips volunteered to act as Link Trustee for Wellbeing throughout the school. TD would meet her after Easter to discuss issues.

TD to meet with HMP after Easter

Trustees thanked Harriet for her offer to be wellbeing Trustee; noting that it will be helpful to have this assistance.

22/60 SAFEGUARDING DATA – J McGugan

PREVENT training took place on the first day of term after the Christmas holidays.

There have been 31 fixed term exclusions, mostly due to vaping issues.

MM thanked Julie (new Assistant Head) for her report. This is an area of huge importance to the school and was tricky and complicated; her calm measured approach is a great asset.

Q: Is it possible to have comparative data for the next meeting?

A: Yes, JMU to action this in the updated Safeguarding reports moving forward.

JMU to include comparative data in future Safeguarding reports

Q: Is any help available from support services?

A: This varies according to needs. Sefton have taken up the 'Leeds Family Model' over the last couple of months.

There are three mentoring staff in school who are doing great work in supporting students.

22/61 LINK REPORTS

Trustees were reminded to submit their reports for next term (meetings 18 May or 6 July).

22/62 POLICIES

Copies of Policies had been made available; Trustees accepted the following Policies:

- SEND- dates and personnel changes
- Accessibility plan
- Staff Grievance Policy and Procedure
- Menopause Policy (New) this had been taken from the model in the Key for schools' leaders and had been adapted for the school. It applies to all staff in school.

It appeared that Trustees had not received copies of the Menopause Policy; this would be addressed. As this was an operational Policy, the Headteacher was able to approve it.

JG to send policy to all Trustees

Policies updated by the Headteacher:

- Careers Educational Guidance
- Provider Access Policy

22/63 DATES AND TIMES OF NEXT MEETINGS

- **18 May 2023 – 4.00 p.m.**
- **6 July 2023 – 4.00 p.m.**

Meeting closed at 6.15 p.m.



Signed: _____ Date: 18 May 2023