

Minutes of the Interim School Development Board Meeting held on Monday 18<sup>th</sup> March 2024 at 6:30pm on Microsoft Teams

**Present:** Jane Exworthy (JE, Chair), Alison Campbell-Black (ACB, Vice-Chair), Steve Kneller (SK, Interim HT), Ayo Jimmy (AJ), Jo Roberts (JR)

**In Attendance:** Hannah Kelly (HK, Outgoing Clerk), Rachel Jenkins (RJ, Incoming Clerk), Rob Reid (RR) (until 7:53 pm), Katie Hughes (KH) (from 7:15 pm until 8:14 pm)

**Apologies:**

**Absent:**

Key
*Governor support, questions, and challenge
**Responses

**1. Welcome**

JE welcomed everyone to the meeting and reminded them of the confidential nature of what is discussed in governor meetings.

**2. Apologies**

There were no apologies – all committee members were present. The meeting is quorate.

**3. Declarations of Interest**

There were no declarations of interest.

**4. Agreement of minutes from the previous meeting**

Minutes from the meeting dated 4<sup>th</sup> March 2024 have been circulated to the committee prior to this meeting.

➤ *Subject to an agreed amendment, the minutes were proposed by ACB; seconded by AJ; and unanimously approved.*

**5. Matters Arising & Action Points**

5.1 Action Points

ISDB14: Ongoing

ISDB17: Complete

ISDB18: Complete

ISDB19: Ongoing

ISDB20: Ongoing

ISDB21: Complete

ISDB23: Complete

ISDB25: Complete

ISDB26: Complete

ISDB27: Ongoing

ISDB28: Complete

ISDB29: Ongoing

ISDB30: Ongoing

ISDB31: Complete

ISDB32: Complete

ISDB33: Ongoing

ISDB34: Complete

ISDB35: Complete

ISDB36: Complete

ISDB37: Complete

### 5.2 Matters Arising

There were no matters arising.

➤ *Katie Hughes joined the meeting at 7:15 pm.*

## 6. **Update on Y11/13 Mock Exams Data (confidential paperwork)**

Rob Reid shared an update on Y11/Y13 mock exams data with the committee. Comparisons with previous years were broken down and explained. Results for PP and SEND data groups was discussed.

Governors discussed how performance of individual departments and areas of strength could be replicated across the curriculum.

Governors questioned what the next steps are in teaching and learning based on this set of results. This was discussed in detail.

➤ *Rob Reid left the meeting at 7:53 pm.*

## 7. **Safeguarding Audit & Action Plan Update**

Katie Hughes attended the meeting to provide an update on the recent Safeguarding Audit and subsequent actions.

KH explained that best practice DBS is for staff to have an update every 3 years or to be part of the update service. KH to research cost implications.

**Action (ISDB38): KH**

KH explained plans for developing an effective register of training for staff.

Owing to the recent introduction of Bromcom and the expansion of CPOMS within school, KH is arranging for further training.

*\*A Governor asked whether we have an effective Safeguarding team?*

*\*\*KH confirmed that there is an effective safeguarding team in place.*

*\*A Governor asked whether there is a list of Safeguarding priorities available?*

*\*\*KH to present at ISDB meeting early in Term 5 with details from the Action Plan.*

**Action (ISDB39): KH**

➤ *Katie Hughes left the meeting at 8:14 pm.*

## 8. **Update of SDP/SEF 2024 (confidential paperwork)**

The SDP/SEF were distributed to the committee prior to the meeting. The three key areas are:-

- curriculum and learning
- Safeguarding
- behaviour

\*A governor asked what are the SLT priorities for Term 5 and beyond?

\*\*SK replied that urgency and consistency are key. The work that Holly Bedford has done has been excellent and provides a solid foundation for moving forwards.

**9. Support Staff Pay Awards**

Details will be presented to Trustees on 20<sup>th</sup> March 2024 for approval.

**10. Policies Update**

No policies were brought to this meeting.

\*A governor asked whether all policies were mandatory as not all are on the website.

\*\*SK replied that not all policies are statutory.

\*Governors asked for clarification on which policies are statutory.

RJ to provide governors with a list of statutory policies.

**Action (ISDB40): RJ**

**11. Any Other Business**

11.1 Update on WiFi

The robustness of the WiFi in school was discussed.

SK to arrange for a Marling log of Concero issues to be recorded.

**Action (ISDB41): SK**

11.2 Future ISDB meetings

The following meetings were agreed with all committee members. All meetings to start at 6:30 pm.

Monday 15<sup>th</sup> April 2024 – In school

Monday 29<sup>th</sup> April 2024 – Microsoft TEAMS

Monday 13<sup>th</sup> May 2024 – In school

The committee thanked Steve Kneller for his hard work and commitment over the last 10 weeks. It has provided Jules Godfrey a strong platform to build on. SK thanked the ISDB for their support and offered continued support to the school if needed.

➤ *The meeting ended at 8:53 pm.*