



## HNS Board Meeting – Executive Summary

<b>Date</b>	<b>4<sup>th</sup> March 2015</b>
Time	1815 - 2045
Location	1-9 Downham Road, London N1 5AA
Present Governors	Andreas Wesemann, Chairman Phillippa De'Ath, Vice Chairman Lesley Falconer, Headteacher Sophie Solomon, Member Governor Durell Barnes, Co-opted Governor John Hinton, Parent Governor James Clements, Member Governor Andrea Cooper (by telephone)

The agenda for the board meeting and the main items discussed were as follows:-

1. Apologies for Absence	<ul style="list-style-type: none"> <li>Mark Keary, Stuart Banks, Elena Ferreras</li> </ul>
2. Declaration of interests	<ul style="list-style-type: none"> <li>None</li> </ul>
3. Minutes from 15-Dec-14 board meeting	<ul style="list-style-type: none"> <li>These were reviewed and approved, subject to a few minor amendments</li> </ul>
4. Matters arising	<ul style="list-style-type: none"> <li>The Board noted statutory policies had been updated and signed by the Chair, circulated to staff and were available in hard copy in the school office.</li> </ul>
5. Board matters	<ul style="list-style-type: none"> <li>The governors agreed that the current size of the governing body (11 members) was appropriate and further nominations were not necessary at this stage</li> </ul>
6. Education Committee Report	<ul style="list-style-type: none"> <li>The minutes of the meeting held on 23<sup>rd</sup> February 2015 were circulated and discussed</li> <li>At the meeting there had been close scrutiny of progress and attainment data for 16 sub-groups across all subjects, and groups of subjects. This reassured the Committee that trends and patterns were being identified and acted on.</li> <li>Governors noted the range of SEN and pastoral interventions which were tailored to the needs of the individual pupils.</li> </ul>
7. Finance & General Purposes Committee Report	<ul style="list-style-type: none"> <li>The minutes of the meeting held on 25<sup>th</sup> February 2015 were circulated and discussed</li> <li>At the end of January 2015 the cash balance was £87k but by mid-February this had increased to £200k.</li> <li>Brian Chester had completed an internal audit review for the Committee, which raised a number of points that were being addressed by the Business Manager.</li> </ul>

	<ul style="list-style-type: none"> <li>• More detailed financial information would in future be discussed by the Board.</li> </ul>
8. Admissions & Marketing Committee Report	<ul style="list-style-type: none"> <li>• There had been 360 applications, with 120 first/second choices.</li> <li>• Changes to the school admissions code meant that amendments were needed to the school admissions policy, and these would be circulated.</li> <li>• A recent visit by Meg Hillier MP had gone well and she had been complimentary about the discussions with school council members.</li> <li>• The revised time series data for progress &amp; attainment results was reviewed.</li> <li>• The spring half term had been very strong and confirmed the patterns seen in the previous year, i.e. a strong improvement in performance in the spring term after the autumn term when Year 7 pupils in particular required time to get used to a very new system of teaching and learning (and Year 8 students suffered the consequences of the “summer hole”).</li> <li>• Providers were being approached for the summer school, with a new potential provider having a more academic focus.</li> <li>• Year 8 progress meetings had gone well, with only two parents not attending.</li> <li>• Student focus groups had been conducted. Governors said that they had enjoyed reading the comments and it was reassuring that pupils felt they had many people they could turn to if they had a concern.</li> <li>• Staffing changes were discussed, including the shortlisting for the Assistant Head (Sixth Form) position.</li> <li>• Meetings were held weekly with the new Willmott Dixon project manager regarding progress and any works that affect the teaching and learning in the current building. Fire drills are held on a regular basis.</li> </ul>
9. Ofsted Preparation	<ul style="list-style-type: none"> <li>• The NGA training materials had been circulated and governors agreed they were very helpful.</li> <li>• A self-assessment of HNS governance arrangements, reflecting the Ofsted handbook, was circulated to and discussed by the board</li> <li>• The School Development Plan was discussed.</li> </ul>
10. Staff Compensation Arrangements	<ul style="list-style-type: none"> <li>• The performance-related pay scheme was likely to be replaced by a different basic salary structure to make overall compensation arrangements more meaningful and intelligible to staff. Further work was under way regarding this during the remainder of this term.</li> </ul>
11. Safeguarding	<ul style="list-style-type: none"> <li>• Current safeguarding issues had been considered by the Education Committee and were also set out in the Headteacher’s report. A full review would be undertaken at the final board meeting this academic year.</li> </ul>

12. Health & Safety Review	<ul style="list-style-type: none"> <li>The Health and Safety Policy had been updated but needed to be formatted before circulation. The link governor for H&amp;S would check through it before publication.</li> </ul>
13. HNPS update	<ul style="list-style-type: none"> <li>Andreas Wesemann updated governors on progress regarding identifying a site and discussions with DfE/EFA. Phillippa De'Ath informed governors of the latest position regarding applications and admissions</li> </ul>
14. AOB	<ul style="list-style-type: none"> <li>The impact of the change to the school day would continue to be monitored.</li> <li>The appointment of a project manager to help monitor the building project on behalf of HNS was discussed.</li> </ul>
15. Next board meeting	<ul style="list-style-type: none"> <li>24<sup>th</sup> June 2015</li> </ul>