



**MINUTES OF A MEETING OF THE TRUSTEES
OF BROOKVALE GROBY LEARNING CAMPUS
VIA GOOGLE MEET
HELD ON TUESDAY 30TH JUNE 2020, 5.30PM**

Present: Mr C Acton (Chair of Trustees)
Mrs H Stockill (Vice Chair of Trustees)
Mrs H Brown (Chair of Local Academy Board – LAB)
Mr B Jones (Vice Chair of LAB)
Mr S Goddard (Chair of Finance & Operations – F&O) - until 6pm
Mrs G Parekh
Mr K Stewart
Mr M Richardson
Mrs B Leonard (Member)

Also in attendance: Ms M Bearne (Acting Headteacher)
Mrs E Freeman (Clerk – minutes)

AGENDA ITEM	<i>DENOTES GOVERNOR CHALLENGE</i> <i>DENOTES CAMPUS ACHIEVEMENT</i>	ACTION
1. Apologies for Absence:	Apologies for absence were received from Will Teece (Headteacher as of August 2020) and Pete Leatherland. These were accepted by Trustees.	
2. Declarations of interest:	No declarations of interest were reported.	
3. Budget Approval:	<p>The Chair of Finance & Operations Committee, presented the documentation associated with the budget, which had been shared ahead of this meeting.</p> <p>The Chair of F&O drew the attention of the Trust Board to the 3 year proposal as detailed, and advised that an extra meeting of the F&O Committee had been scheduled for early September 2020, in order to review the final budget, ahead of presentation to the Trust Board for approval, at the first meeting of next academic year. It was noted that the submission date for this had been put back to 29th September 2020.</p> <p>The Chair of F&O stressed that, due to the current situation brought about by the Covid-19 pandemic, it was highly likely that there would be changes to this, and advised that Helen Smart, Business Director, would be continuing her work.</p> <p>The content and figures therein were discussed, and there were no concerns from those present at this point in time.</p> <p>There were no questions or further discussion on this agenda item.</p>	
4. Management Accounts:	The Chair of F&O presented the Management Accounts, documentation of which had been shared ahead of this meeting.	



	<p>The Chair of F&O drew the attention of the Trustees to the Lettings figures, and advised that the campus had seen a significant loss of Lettings revenue, caused by the Covid-19 partial closure, but stated that this had been largely offset by a lack of expenditure.</p> <p>The Chair of F&O advised that the school had recently received £5,589 as a claim against the Covid-19 pandemic - £2,194 for premises and £3,395 for free school meals.</p> <p>A Trustee queried as to whether the campus was eligible to receive this claim, as it currently held healthy reserves?</p> <p>The Chair of F&O advised that he was not aware of this.</p> <p>The Acting Headteacher confirmed that recent notification had been received of a successful CIF bid for £700,000, for the work in the Groby building on fire and roof improvement. The Acting Headteacher stated that all of the internal doors would be replaced, as well as other work relating to fire safety.</p> <p>Trustees were pleased to be notified of this.</p> <p>There was no further questions or discussion on this agenda item</p>	
<p>5: LAB Update:</p>	<p>It was noted by all Trustees that the LAB update had been provided at the last meeting of the Trust Board, held on 9th June, and there had been no meeting of the Local Academy Board since then.</p> <p>There were no questions or further discussion on this agenda item.</p>	
<p>6. Campus Improvement Plan:</p>	<p>The Acting Headteacher presented the draft Campus Improvement Plan (CIP) shared ahead of this meeting, and advised that it had proven difficult to write this, due to the implications of the Covid-19 situation, along with the fact that The Headteacher, as of August 2020, had not been able to visit the campus as often as he had intended.</p> <p>The meeting was presented with the Summary document, detailing the Recovery Priorities for the Autumn Term, shared ahead of this meeting, and The Acting Headteacher outlined the different areas of focus for the next term, contained within this. Trustees were advised that supporting those disadvantaged students, and those students adversely affected by the partial school closure situation would be a priority for the Autumn term. It was noted that work would also need to be put into place to ensure that all students were well re-integrated back into school, following the lengthy partial closure, with a particular focus on curriculum sequencing as well as managing behaviour and expectations.</p> <p>The Acting Headteacher drew the attention of Trustees to the main CIP document, shared ahead of this meeting, and provided a detailed analysis of the priorities within, which fed into the Education Inspection Framework.</p>	



Trustees were advised that this document was very much 'work in progress' and was highly likely to change, once the new Headteacher was in post. The Acting Headteacher advised that the Senior Team would be reviewing these priorities upon completion of the Autumn term.

Following an in-depth presentation of the various priorities contained within the CIP, Trustees entered into a discussion focusing on the recent announcement of an extension to the lockdown period for the Leicester City area, and **a Trustee asked if those vulnerable and key worker students who lived within the areas of lockdown, would still be able to come into school?**

The Acting Headteacher confirmed that they would be able to attend school, and their bubble groups would be adjusted accordingly to accommodate.

In response to a question from a Trustee, The Acting Headteacher advised that confirmation had been received that there was no expectation that schools should remain open to vulnerable students, and those students of key workers, over the summer holiday period.

During a discussion focusing on the Post 16 priorities, a parent governor stated **how positive his own children had felt towards the online teaching via Google Classroom and how much they had achieved. The parent governor thanked all of the staff for their work during this most challenging time.**

A Trustee felt that more information on Google Classroom and the way in which it worked, would be beneficial to the Board, and it was agreed that a presentation during a future meeting of the LAB would be organised, with the Assistant Headteacher in attendance.

Following an in-depth discussion, **Trustees thanked The Acting Headteacher for her thorough presentation and were pleased to be presented with a well thought-through Campus Improvement Plan, of which it was evident a great deal of work had gone into the initial preparation.**

A Trustee asked about the transition arrangements for next year?

The Acting Headteacher stated that lots of work had gone into the arrangements for transition, both for Year 6 and Post 16 students. The Acting Headteacher recommended that Trustees take a look at the campus website, where two extra tabs had been put into place – one for Year 6 transition and one for Post 16. Lots of resources and videos had been added, relating to both transition groups.

The Acting Headteacher advised that, following discussion with the local Primary Headteachers, a live Google Meet was due to take

Clerk – Agenda item



	<p>place involving various staff members across the campus, as well as the Year 6 students who would be starting next academic year.</p> <p>A Trustee asked if the two Glenfield Primary Schools had also been included in this?</p> <p>The Acting Headteacher confirmed that they had both been contacted.</p> <p>Following a question from a Trustee, The Acting Headteacher advised of the Year 13 Yearbook which had been produced for those Post 16 students leaving the campus at the end of this year, and Trustees were told that this could be available to view on the campus website. In the same conversation, The Acting Headteacher confirmed that PiXL resources, via Google Classroom, had also been made available for Year 13 students to access.</p> <p>There were no further questions or discussion on this agenda item, and The Acting Headteacher was thanked for her in-depth presentation.</p>	
<p>7. Governor Meeting Dates:</p>	<p>The Chair advised Trustees that the meeting dates for next academic year, previously shared, were confirmed as presented, although in light of the current situation, it was agreed that changes may have to be made.</p> <p>The Chair stated that Google Meet was being considered for the Head/Chairs meetings moving forward, and this would be reviewed again at the beginning of next year.</p> <p>There were no questions or further discussion on this agenda item.</p>	<p>All Trustees</p>
<p>8. Minutes from the last meeting of the Trustees, held on 9th June 2020:</p>	<p>The minutes from the last meeting of the Trustees, held on 9th June 2020, were confirmed as a true and accurate record, and it was noted that all actions were either completed or in-hand.</p> <p>The Chair advised that an advert had been placed on the 'Indeed' internet advertising site, in an attempt to secure a Trustee with financial experience. It was noted that two expressions of interest had been received to date, and the Chair was considering these.</p> <p>At this point, the Chair advised that a resignation had been received the day before this meeting, from Viv Evans, in her capacity as Member. The Chair thanked Viv for her commitment to the governing body, and wished her well for the future. A discussion followed as to the now 2 vacancies for Members.</p> <p>As this would be the final governance meeting for The Acting Headteacher, ahead of her retirement at the end of this academic year, the Chair thanked The Acting Headteacher for her many years of service to firstly, Groby Community College, then later to Groby Learning Campus, and in particular, all of her work and</p>	



BROOKVALE GROBY LEARNING CAMPUS

Valuing Everyone, Achieving Excellence

Mandy Bearne, Acting Headteacher

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	<p>efforts as Acting Headteacher at a most difficult and stressful time. These words were echoed by all Trustees present at this meeting.</p> <p>Trustees were advised that a staff celebration meeting would be held virtually on Monday 6th July at 3pm, and all Trustees would be sent a Google invite, and were warmly invited to attend if they were able.</p> <p>There were no questions or further discussion on this agenda item.</p>	All Trustees
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The meeting closed at 6.40pm.

Signed by Chair: 

Date: 15th September 2020

SUMMARY OF ACTIONS:

NAME	ACTION
Clerk	<p>Information on Google Classroom and the way in which it works to be an agenda item on a future meeting of the LAB, with Chris Bugh, Assistant Headteacher in attendance. ACTION DISREGARDED AS AT MEETING OF THE TRUSTEES HELD ON 15TH SEPTEMBER 2020, DUE TO THE COVID-19 PANDEMIC.</p> <p><i>Agenda item 6.</i></p>