

# BOARD OF EDUCATION, (BoE), MEETING.

## MINUTES

For Meeting *Wednesday 12<sup>th</sup> May, 2022, at 5pm.*

### **Present:**

Paul Armorgie (PA), Acting Chair; Rosalie La Trobe-Bateman (RL), Vice Chair; Zoe Adams (ZA), Student Rep; Adam Turner (AT), Parent Rep.; Nick Wolfe (NW), Head Of School; Joe Donovan (JD), Education Committee Rep; Lorraine Southern (LS), Clerk to the Board; Michelle Brady (MB), new HoS from 09/22 present virtually.

### **Apologies:**

Rev.David Stolton (DS), Pastoral Care, and Helen Walsh (HW), Home & Off-Island 13+ Education;

*Part 1 minutes will be made available by publication on the school website, following approval of the minutes by the Board (prior to approval all draft minutes are confidential); Any Part 2 minutes are confidential, available only to the Committee Members and may not be circulated, printed or published without written permission from the Chair of the Board.*

PA opened the meeting at 520pm.

### **Part 1 Minutes.**

#### **1. Welcome and Apologies.**

Apologies were received from DS and HW.

#### **2. Pecuniary Interests.**

None.

#### **3. Matters Arising (and not covered in the Agenda).**

(I) *Letter re curfew for children on licensed premises.*

Roll over and JD will deal with asap.

#### **4. Head of School's Report.**

- *Teaching and Learning.*  
Updated teacher assessments in place by end of next week in time the Gsy Ed visit.
- *Attendance.*  
There is one long-term withdrawal from the roll, and this child will return in September.  
There will be no more authorized absences for holidays during term time.
- *Staffing.*  
Emma Galley has resigned, and this info has been relayed to MB.  
CJ's request for funding was discussed by NW and CJ. This was also discussed by the Board tonight. NW advised CJ on how best to put together a more formal proposal which will take into account the long term impact on the school.  
Replacement cover teacher needs addressing asap.
- *Enrichment.*  
The new system is working well, after a slight adjustment to Friday's swimming session.

- *Grounds and Works.*  
Need to get an outside firm in to do repointing works on some loose paving. The school maintenance man can not do this task.
- *Safeguarding.*  
Met with a set of parents this week to discuss some safeguarding concerns. They are taking the concerns seriously and the results of the meeting have been shared with the ISO.
- *Leadership and Management.*  
Weekly visits with a BOE representative have resumed.  
NW will have a draft of the school SEF in place by the end of next week along with an updated context document.
- *FOSS.*  
No update.
- *Other.*  
None.

**5. New Pupil Provision Update.**

Assistance is in place for now, but a budget and formal plan is needed. NW and JD will meet in order to discuss this further. MG is SEN qualified and could adapt her hours going forward so she can be Sark School's SENCo.

**6. Enrichment Review Update.**

Done, complete.

**7. School Policies Review Update.**

A dedicated meeting was arranged for Thursday 19<sup>th</sup> May at 5pm, ZA to take the required notes so she can update the policies online. **ZA**

**8. Board School Visits.**

Roll over, under review.

**9. Governor Training Update.**

All Board members feel this is an important necessity and no training has been received since the DOE resigned. Key membership is helping and there is a lot of information available through that.

JD doesn't feel training via the SLA is appropriate. Guidance is available via the SLA and if the guidance is ignored then the SLA would notify the EC. Gsy does not govern for Sark and so they are not legally responsible. JD will confirm with the Committee Offices and the Law Offices that the Board is covered under Island insurance should a person decide to sue the Board for whatever reason. **JD**

MB was assured by JD that the SLA will conduct her performance Review and that her legal line manager is the Education Committee. Her day-to-day assistance though is via a partnership with the BOE and the SLA.

**10. The School Fund.**

There are currently 3 accounts being held by the school, all need to be tidied up. One account has out of date signatories - Jill Gill, Nick Roberts, and Natalie Craik. Jill is no longer a Board member, and both Nick and Natalie no longer reside on island. The Board agreed unanimously for Rosalie La Trobe-Bateman, Adam Turner and Zoe Adams to become the new signatories. They will act on behalf of the Board and get the account amended accordingly.

**11. Any Other Business.**

- (I) Regarding, the 27<sup>th</sup> May visit from Gsy Ed, JD will contact Emma in the offices and see what the situation is and seek an agenda. **JD**
- (II) ZA said historically the Parent Group has been responsible for maintaining the school bike park, but as the current group does not want this responsibility, she will ensure the school maintenance man takes it on board.

- (III) A verbal report was given by MB with a rough outline as to her plans for the future of the school and its staffing, and concern was again outlined as to the lack of sufficient admin time allocated to the HoS.
- (IV) A lack of a solid Training Contract between the school and its staff was discussed in light of a request by CJ for assistance with funding for future training. Previous employees have failed to complete training, and there should be in place a contract that ties the employee for x-amount of time to the school. JD said he would ensure a template was created asap. **JD**
- (V) A general update regarding Term Time Hosting from last night's meeting was given to JD. He will give the Gsy adv company the go-ahead to run with another campaign in a bid to find 5 more families. There is still a fear that Gsy is interfering and preventing interested families from engaging fully with Sark, despite denials to the contrary from Gsy.

**12. Date of Next Ordinary Meeting.**

*Wednesday 13<sup>th</sup> July, 2022, 5pm.*

PA closed the meeting at 7pm.