

**SACKS MORASHA PRIMARY SCHOOL
LOCAL GOVERNING BODY MEETING MINUTES**

21st April 2021, 7.30pm on Zoom

PRESENT

| | | | |
|-----------------|--------------|----------------|-----------|
| Mark Nicolaides | Chair | Elisa Angel | |
| Simone Gershon | | Scott Aaron | |
| Chaja Green | | Luci Joseph | |
| Hayley Gross | HT | Rabbi Lawrence | |
| Elliot Goodman | Finance Gov | Tamar Rockman | Staff Gov |
| Irene Mansfield | | Kirsten Jowett | CEO JCAT |
| Justin Kett | DHT/Head JS | | |
| Dean Jayson | Link Trustee | | |

In attendance:

ABSENT

Daniel Dahan

Mel Lawson Clerk

The meeting started at 7.10pm.

1. WELCOME AND APOLOGIES

Apologies were received and accepted from Danny Dahan.

2. DVAR TORAH

A Dvar Torah was given by Rabbi Lawrence and appreciated by all.

3. DECLARATIONS OF INTEREST

Governors were reminded that they should declare any conflict of interest relating to items on the agenda. No conflicts of interest were declared.

4. MINUTES OF LAST MEETING AND MATTERS ARISING

Minutes of the last meeting were approved.

SA observed that governors' comments are no longer attributed to individuals but to governors in general. ML explained this was best practice but LGB preferred all comments to be named from now on to see who said what.

5. HT UPDATE

- HG said she would produce a written report next time.
- In the time they had been back in school Spring 2 data was found to be poor resulting in a focus on T&L and wellbeing.
- Children are struggling with routine discipline.
- There is a big push on interventions and a catch-up programme. This will also be starting in JS next week.
- Children in Year 6 have been split in two for core subjects.

- The Year 2 team is supported by an extra teacher.
- Yom Ha'atzmaut was very lively and a good distraction.
- Parents have been struggling and lashing out at the school. HG has been calling them to sort things out. The school plans on holding a parents evening in June with Nicky Tepper to help parents who have been struggling with lockdown.
- Staff are OK but overwhelmed.
- Mr Freeman left and also one TA – Dena Shmuel is now with Year4.
- They will be a teacher down in Reception when Devorah goes off at 28 weeks. Who to replace her with?
- Mark thought the complaining parent emails were typical and asked if HG had enough resources and where she is missing most. She felt that the Reception teacher leaving would be the biggest problem. There was some discussion about internal juggling. Dean asked if there could be support from the other schools. HG thought she could juggle staff this term and she would be OK from September as some maternity leavers will be returning.
- IM asked if the SENCO is having enough time to deal with SEN? HG reported that at the moment her position is protected. She has monthly meetings with the team to see how SEN children are doing. One EHCP child is going to a new school in Sept. KJ said she could backfill for SEN if the SENCO needs to go into class. MN suggested HG does what she can and come back to governors if she has problems.
- SA reported that HR said it was not advisable to keep pregnant teachers in school after 28 weeks as there is no social distancing. KJ said the national guidance determines that teachers can be in if protected but it is a school-based decision and staff can choose to start maternity leave early. The Reception teacher is planning to do some Zoom sessions when she works from home after 28 weeks.
 - Q LJ asked if there had been a change in policy around mixing bubbles. HG said that on Yom Ha'atzmaut children did activities in 2-year groups 1/2, 3/4, 5/6 with cleaning between. They are being cautious and returning to being split until after Shavuot. However, the children loved it, especially going to the hall for the first time.
- There are a lot of new children now in school with another possibility for Year 5.
- Safeguarding – 1 child has been off-rolled - he didn't take part in any lockdown activities (similar to his sibling at JFS). Neither the child nor the parents like formal education and the school has been as flexible with him as possible.
- Attendance - 96%

6. QUALITY ASSURANCE (MONITORING AND SUBCOMMITTEES)

- MN said that governors meet with HG all the time depending on their expertise. KJ explained that headlines from these meetings should be shared with all governors at this part of the agenda as it was good evidence for Ofsted.
- HG said she had discussed working committees of governors with Sarah Simmons, and they were acting as critical friend to each other. KJ said she welcomed the collaboration.
- MN agreed that at the next meetings governors will give brief updates on their areas of responsibility as assigned by him.

- **SAFEGUARDING** - SG reported that safeguarding documentation was up to date with some training required. He has a draft report ready.
- **FINANCE** - MN reported that he had a date to look at JCAT central charges with DJ, but money is tight. KJ reminded governors that the pupil grant is going up in September by just under £400 per child. Dean calculated that this would raise GAG by £80K from September. DJ informed the Governors that JCAT would not be asking to increase the central charges for next year.
- **COMMUNICATIONS** - Luci said the comms team needed to meet this term. HG thought they needed to get better at documenting things eg cooperation among children.
- **ADMISSIONS** – see agenda item 10.

7. JCAT UPDATE – report circulated to governors prior to the meeting – see Appendix I.

- CoG meet CL and DJ monthly - outcomes are shared with central team.
- Values workshop run by Belinda Cohen next Monday at 7.30pm for governors focussing on values, ethos and behaviour. A working party will collate the information.
- In parallel a facilitator is working with HT, KJ, MH, CJ on collaborative working.
- Trustee board appointees - 2 x audit and compliance Trustees have been found, but still looking for fundraising, Ambassadors.org will recruit an educationalist, delivering in a 6-week window.
- CJ (SIP) was in school on Monday with HG. She said he thought it was a happy school and liked the teachers. He noted that the Reception outdoor space was limited and the playground small. HG felt that the school was not particularly tidy nor had updated displays. They also met with Dena and Justin. KJ reported that CJ had told her it was a gorgeous school with a good atmosphere.
- NQT training will be run and there will be a course on philosophy for children.
- In September a layer of middle management will be added as the maternity leavers return. A report will be made to the T&L governor.
 - Q Justin reported that a US training last week was on the importance of building and maintaining ethos in a school and asked whether JCAT had drawn on US/OCR expertise. KJ explained that JCAT is working collaboratively with the Chief Rabbi concentrating specifically JCAT.
 - Q Justin asked about a Kodesh and JS meeting date. KJ said there was no date yet, but the working group has been identified which will include JS heads who have been meeting for years. A full portfolio has been requested from each school to see similarities and differences between schools. The meeting will be as soon as possible in the summer term and everything will fit in with CR vision.
- All TB committees are discussing strategy and planning going forward.
- Mark commented that KJ was spending a lot of time at HJPS. KJ explained that from a Kodesh perspective Tamar Cohen is liaising with HJPS. MN said that if SM could help with that area of particular expertise, they could offer it if JK had time.
- CG said she had asked previously about the ethos, mission statement and values of JCAT and had not got an answer. DJ replied that he thought he had sent a document and would send it on again. KJ explained that Monday's workshop was to explore how to build on that document.
- MN said he had questions about the central report which he would email.

8. FINANCE

- KJ explained that this agenda item is for the finance governor to report finance updates to LGB. The deficit for the year is approx. £27K, down from around £50K.
- Q A governor asked about the financial situation if a staff member was on extended sick leave. HG responded by saying she had no wiggle room at all, but she would manipulate and manage but it had always been like that. There is no budget for a supply teacher, but she has someone she could call on to cover if really necessary.

9. UPDATE ON VC AND FUNDRAISING

The Trust does all VC and fundraising so LGB has nothing to report.

10. ADMISSIONS

CG reported

- Offers were made last Friday.
- They are oversubscribed with many families disappointed.
- They had 198 on roll last year but will have a full school in September.
- She had been asked if they had had an Outstanding Ofsted because it was one of the schools with top applications in the borough. CG explained that they had just pushed admissions.
- She thanked Luci, the Trust (for funding) and JK for all their hard work with media, PR and marketing. MN echoed her thanks to all and to her for all their efforts which were much appreciated.
- Many more putting Sacks Morasha as first choice. Just under half of applications put Sacks Morasha as 1st choice. 49 put Sacks Morasha as first choice this year compared with only 54 applications in total last year.
- HG was thanked for allowing visitors and chatting to them.
- Q IM asked if CRPs were affecting anything? CG said that the CRP was slightly more difficult than last year, Shul attendance being added this year not just a tick for a sibling.
- There will be more comms from Luci next meeting to keep momentum going for next year. The school has become well known because of comms and they are keen not to lose that.
- A new school building was mentioned and after a query from KJ MN said there would be an announcement in the next few days. He suggested that there would be complications as the building contains asbestos.

11. AOB

None

The meeting ended at 8.49pm

Signature:

Date:

Appendix I

JCAT Central Team Report – 15th April 2021

Governance and Compliance

- Carter Implementation
 - Governors/Trustees skills audit completed as part of Carter review implementation plan.
 - Trustee recruitment underway for Education specialist via Ambassadors.org. Two trustees identified for risk and compliance, fundraising still to be identified.
 - Values and behaviour seminar led by Belinda Cohen for Members, Trustees, COG, HT, and Central team completed 11 March 21 – to be run again on 26 April 21.
 - Two new foundation governors appointed for Hertsmere and two previous parent governors converted to foundation governors at Rimon and Wolfson Hillel. A further two parent governors have also been appointed for Rimon and Wolfson Hillel. Induction packs are being disseminated with training to follow this term.
 - Members, Trustees, COG and Central photos and biographies to be distributed to all staff following inset.
- Collaboration
 - Centralisation of staff emails to JCAT emails in progress.
 - Network system via Teams groups established.
 - JCAT inaugural inset 6 April – evaluations currently being collated.
 - Wolfson Hillel to support Pikuach preparation at Hertsmere via peer audit 20 April.
 - All staff asked to volunteer to be involved in the development of the new CPD programme. Expectation of representation at all levels and all roles.
- Compliance
 - New JCAT website in development, further development required.
 - All policies in update cycle reviewed and distributed.
 - Annual Accounts Return 2019-20 submitted to DfE 23 February 21.
 - Trustees and Finance Governors attended Governance and Financial Compliance Training on 18 March.
 - Schools Management Resource Allocation tool submitted to DfE 14 April 21.
 - GDPR audits at all schools planned for 27th/28th April.
 - Internal Auditors Appointed for 2021 and programme of works agreed starting 4 May.

School Improvement

Trust level:

- Section 5 and Section 48 inspections will now not take place until September 2021. We will be reviewing Hertsmere against both Inspection Frameworks in the very near future (dates tbc) and will deliver against the outcomes of these reviews so that the school is prepared for the inspections. Hertsmere will be taking up a large proportion of school-based work this term.
- Schools Direct 2020-2021 cohort is making good progress towards achieving QTS by the end of the year. One, weak trainee is on an intensive support programme, which is being reviewed 14th April.

- Given the significant and adverse impact of government policy with regards to the withdrawal of funding for the Schools Direct programme, recruitment of the 2021/22 cohort is looking cautiously optimistic. We are in the process of interviewing 13 candidates and will make firm decisions about them by w/e 23rd April. The most likely challenge will be persuading schools to fund a place for a trainee. We emailed all schools just before the break and will do so again.
- The use of Teams to allow staff across schools to link with each other has progressed, but slowly. The infrastructure is in place and SENCOs and Well-being Co-ordinators have met. However, this is an area that needs accelerating.
- We will be ready to deliver the training programme for Early Careers Teachers for September 2021. We will initially be using content from government approved providers and this will ensure we are fully compliant. We will then tailor the content to ensure it fully reflects JCAT.
- We have had meetings with an online training provider with regards to providing a professional development framework for all JCAT staff. The provider has a wealth of content and a delivery platform that will allow staff to access training flexibly. We will be recommending we work in partnership with this provider. A crucial selling point is that we can write our own content, apply our own look and feel, and offer all our programmes in Hebrew as well as English. The development of JCAT's own training materials will be one of the priorities this term.

School Level - Sacks Morasha

- There has been an initial remote meeting to discuss the overarching ambition for the school and the extent to which school priorities will support the achievement of this ambition.
- As an outcome of this meeting, there will be a school visit 19th April to discuss further and agree support for the summer term.

Wellbeing

- JCAT Conference 6 April focus on Wellbeing
- Development of Festivals Wellbeing & Me Framework – Launched February.
- Set Wellbeing Instagram account (March 2021).
- Construction of a Wellbeing Area on JCAT website (March 2021) – ongoing.
- Staff Wellbeing Presentation (March 2021) on-going.
- Sarah has written various blogs which can be found on the PaJeS website, some of which have been published in the press.
- Development of a Wellbeing Framework of CPD units for all JCAT teachers for next academic year.

Finance

- Completed 2019-20 Annual Accounts Return to DfE on time for 23 February deadline.
- Monthly reporting pack provided within 10 working days of month end.
- Investigated and remedied a significant number of payroll errors.
- Compiled a full list of contracts for all schools. Identified when each ends and terms of notice. Comparison across sites was completed as a whole central team and additional further savings identified. JG and MH to action as per contract terms.
- Voluntary contributions reconciliation by the 10th of each month. Additional analysis to year group level completed for WH and underway for Hertsmere as requested.

- Contacting parents with outstanding Spring Term fees.
- VC event held at Wolfson Hillel. Immediate additional pledges of 8k+ and an additional 4k per month on direct debit – resulting in additional 35k for this year’s budget. Similar event in planning for Hertsmere to be delivered before 1 May.
- New payroll provider Edupay identified. Transition in summer term with full go live September 21. Considering full integration with their budget forecasting package to replace IMP. This will allow full integration of payroll and actual spend with budgets and forecasting.

Operations

Sacks Morasha

Updates

- No further water leaks reported
- Awaiting approval in relation to photocopier costs, all details provided

Training

- The caretaker has now completed a Legionella & Asbestos awareness training, currently reviewing IOSH training.

General Update

- All schools continue to be visited regularly and compliance reviewed weekly. In addition to this, weekly calls are made to the caretakers to understand any new issues or discuss current tasks.
- The 2022 CIF process will commence from August 2021 to ensure greater success and more applications.