National and Advisory Committee Conference Call

Friday 26th June 2020, 10.30am



**Attendees:** RB, SG, TC, JL, MM, SA, LR, KR

**Apologies:** PS, BH, HA, NT

2020 National Conference

* All 2020 delegates have been emailed. Only one request for refund received so far. All others have either not responded or confirmed they’re happy for their booking to be carried over.
* Sub-Team need to start looking at plans for next year - programme, delegate fees etc.
* **GM to send email to 2020 delegates to specifically invite them to #engage\_and\_connect as happening at same time as conference: can’t make the conference but still thinking of you.**
* Still looking at offering something in Autumn term around curriculum. **GM to start pull together details and share.**

National Awards

* 2020 National Awards -
  + LR shared update on behalf of Sub-Team.
  + Summary of rationale, discussions and decisions around plans for 2020 /2021 has been circulated to National Committee. No concerns or feedback received.
  + Email to staff that submitted nominations, along with a letter for the students nominated, have been sent.
  + Budget - spent £711 (forecast was £750) for launch mailing. Recommending that remaining ring-fenced funds are released. Agreed.
* 2021 National Awards -
  + Venue booked for National Awards Ceremony. Have enquired about room extension to accommodate more guests.
  + Judges - Steve Cliffen Gavin Sugden, Suzanne Coleman and LR - are on board and have confirmed their availability for 2021.
  + Photographer confirmed for 2021.
  + Timeline and key dates have been scheduled and circulated amongst the Sub-Team.
  + The *eitf* website has been updated, including nomination form for 2021.
* Sponsorship – the final version of the document and covering letter will be available and circulated to the National Committee in the next couple of days. Ready to start sharing now if appropriate but looking to really push from beginning of September.
  + **Please recommend any contacts but share them with the Sub-Team to avoid any conflicts, personalise approach etc.**
  + Forecast budget is £6,584.82 (including contingency) but doesn’t include possible room extension and additional trophies (for 2020 and judges special award).
  + Would like to request that £7,000 is ring-fenced. Sub-Team will share final / more accurate costs in early 2021 and will report regularly. Ring fenced funds agreed.
    - Suggested that we approach those lined up for sponsorship of cancelled 2020 events - football tournament, conference (The School Bus) etc.
    - Draft short-list of big corporate organisations that may be keen to support mental health agenda. **Could everyone please examine their contacts and professional / personal networks to identify possible contacts.**
    - Sub-Team will report on progress.
  + Develop a one page document that summarises scheme, benefits and sponsorship options that can be shared online etc. **RB to share example from rugby club.**
  + Next steps are –
    - Guest speaker (please share any thoughts or recommendations),
    - Sponsorship
    - Budget.
  + Risks are alignment of sponsorship with marketing and budget, implications of carrying over nominations from 2020, overcoming concerns around costs / logistics of travel to Ceremony, reiterating that all progress and achievement is worthy of a nomination (i.e. demonstrate impact of the scheme).
    - Suggestion that we request testimonials from Head Teachers of case studies for how schools use the scheme to support behaviour and achievement within school.

National Creative Awards

* 2020 National Creative Awards -
  + Budget spend at £1,430.55 (against forecast of £2,004.94 including contingency) therefore £574.39 below forecast. But are yet to send trophies etc to schools so expenditure will increase.
  + Certificates sent to entries not short-listed in student categories.
  + Certificates emailed to short-listed staff entries.
  + Certificates for short-listed student entries printed and ready to send.
  + Trophies and display frames delivered today.
  + Some schools have requested that the certificate, trophy and framed entry for their winning student/s be sent to them now. Others have asked to wait until next term. Will double check with all schools that will have something sent to them that they are open and able to accept the delivery.
  + Vision for Education have offered to visit in next year if appropriate to do so, or send a pre-recorded message, or arrange a live video link.
* 2021 National Creative Awards -
  + Sub-Team is Richard and Kirsty. **Would anyone else like to join?**
  + Budget (forecast at £3,783.89 including contingency) and timeline (launch on 5th October) drafted and shared with Sub-Team.
  + Brief sent to Oink to develop new launch mailing and suggest new marketing ideas (building on classroom resources, testimonial-led ideas from 2020).

2020 Football Tournament

* GM not had the chance to look at e-sports tournament further.

#engage\_and\_connect

* Use data from previous attendees / requested link as warm leads to follow-up for membership (permissions permitting)?
* Add link to Facebook so can be more widely shared.
* Richard McCann session won’t be filmed and added to website. GM to frame this positively (i.e. live event) to encourage registration.
* GM to re-send email and tweet and encourage Regional Reps to also push to share (may want to share web page as part of promotion push).

Website

* GM spoke with Mike at Oink earlier this week.
* GM to look at Google analytics for traffic to site.

Finance

* 2018/2019 accounts finalised. Knight Goodhead gave submitted to Companies House and Charities Commission.
* TC chasing HMRC - took a month to come back for them to respond and challenge our charitable status. TC has gone back to them but in queue again.
* BMM account (as at 26.06.20) = £49,343.48
* Community account (as at 26.06.20) = £3,917.90

Team Teach

* SA updated re: email circulated. Fairly significant amount of work to unpick issue and concerns. NAHT were involved. Seemed to be fairly isolated concerns: nothing had come from NASS or within *eitf* in response to email to National Committee.
* JL advised that system had recently changed and grace period had been extended. Does have concerns about how grace periods will be ended and de-skilling (and confidence in skills) is avoided.
* Some Team Teach training licences haven’t been extended.
* SA extended thanks to BA for his support and advice.

AOB

* BH: the next National SEND Forum is next Wednesday. Does anyone have anything to raise? Previously asked if any news from Ofsted – worth asking again?
* Membership will be added as standing agenda item for National Committee meetings.
  + Details on website are good but no reference to group membership for associate members. Good opportunity to attract MAT’s?
  + SA, RB and GM have discussed membership structure. Felt that membership was lacking in some areas, i.e. individual membership, no associate members etc. Also mindful of constitutional implications, impact on benefits, participation in various schemes etc. Plus some existing definitions are potentially restrictive.
  + Need to have conversation around language used.
  + JL suggested that need to look at financial impact of delaying renewal mailing until September.
  + **GM to share document drafted following discussions with SA and RB**
* AGM - facility via Zoom. Need to be prepared in terms of Constitutional amends, updates from last year, financial report etc. **GM to follow-up.**
* MM - recommended participating in the NASS tea, sympathy and thorny issues meetings as definitely worthwhile attending. Good opportunity to make links.
* MM- fee CPD (Chiltern Teaching School Alliance) – running free daily sessions on zoom and You Tube (Chiltern TSA) until the end of next week (every morning at 9am) - search via EventBrite.
* RB recommended Tina Rae’s coffee morning. **GM to add to website.**

Conference Call finished at 12.09pm

A close up of a logo

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Signed:

Melissa Marris

Print Name:

29th June 2020

Date: