



KINGHAM HILLIANS

KHA

Patron: Lord Adonis of Camden

MINUTES OF THE MEETING OF THE KINGHAM HILLIANS COMMITTEE HELD ON SATURDAY 30 JANUARY 2016 AT 10:30AM IN THE VERITAS BUILDING

Present: Harriet Dearden (HD) (Chairman & Development Officer), Simon Briggs (SB), Claire Corbett (CC), Brian Dean (BD), Andrew Evans (ARE) (Deputy Head), Mark Foley (MF), John Hughes (JH), David Nock (DN), Malcom Brecht (MB), Eddie White (EW), Ken Wingfield (KW),

1. Apologies

Received from Leo Smith, Jan Sindhar, David Mosoyan, David Ware and Nick Seward.

2. Deputy Headmaster

Andrew Evans was welcomed by the Committee. He was standing in for the Headmaster who was away from School attending a residential course as part of his Masters in Education. ARE thanked the Committee for the opportunity to speak about recent events at the School.

He gave a presentation on the new library refurbishment that is due to be completed by the end of May at a cost of £1.3 million. The Committee was shown a plan of both ground and first floor layouts. ARE pointed out that there are five areas, which are all multipurpose, providing zones for private study, quiet reading, classroom and seminar space as well as additional room for meetings and hosting School events. The addition of a Sixth Form study area is important and will provide extra space for work whilst not in class.

ARE finished his presentation on the library by saying all the staff, especially those who had been at the School for a long time, felt that both the new buildings were a real asset to the development of pupils and the School.

ARE stated there are at present 302 pupils: the breakdown of the present school population with 60% boarders and 40% day pupils.

In addition to offering Spanish and French, the School now also offers Latin. The School not only provides a route for those achieving top grades to enter top tier universities, but also offers vocational qualifications, including a new course of Cambridge Business Economics and Business Studies providing opportunities for senior pupils to go into business and management. ARE said that as part of the course, he had taken pupils to visit local businesses, which had been used as case studies for the class.

The PE department offers a wide variety of activities, in addition to the traditional rugby, football and cricket for boys and hockey, netball and tennis for girls, other activities such as climbing, karate, and table tennis and fencing are also available. The School's Performing Arts Academy put on a production of "Great Expectations" last term and are currently working on "Peter Pan" for later this term. 102 pupils are taking music lessons and learning to play instruments.

The School welcomes a great cross section of society, providing help to those assessed as needing support, 40% of pupils were currently being funded to some degree, with 35 pupils also receiving funding from other charities. Three pupils are currently fully funded by their LEA.

In terms of pupils with special educational needs there are some pupils who receive one-to-one support in reading and writing skills and there is greater support through use of technology in this area, for example voice activated software.

ARE said the School governors and Headmaster are constantly reviewing the balance of pupils to maintain a healthy mix. The committee were asked if they had any questions.

MK asked about the percentage limit of pupils with special educational needs. ARE replied there is a 25% limit pupils who access support from the Greens department (SPLD department).

MK also asked what the School is doing about careers and reaffirmed his offer to look at pupils' CVs and provide help with mock interviews. HD remarked that this is an area where there is on-going discussion with the Head of Sixth Form about the best way to use the Hillians' network. MB added that pupils should hear from both younger and older people to give them access to the most relevant information about job paths to different careers. Those who have recently pursued a particular career will be better placed to offer relevant advice the recruitment process now but that wisdom could still be gained from those who worked in the industry previously.

MB expressed that he was impressed with the library and liked the idea of distinct zones for different activities.

DN, whose son is at KHS, endorsed the new prep policy which was introduced at the start of term. This prohibits the use of computers and tablets (except where they are needed for those with special educational needs) in favour of handwritten exercises, to encourage good handwriting, which he feels is important. MF remarked that his son is dyslexic and he found touch typing was a good tool to help with language and felt that a balance of technology and handwriting was important. CC spoke warmly of her experience at KHS where she was given support in the Greens department for dyslexia. She struggled with spelling but left School equipped with a range of tools to help her check and review her writing which has helped as she has embarked on her career.

ARE was thanked by the Committee for his report and he left the meeting at 11.05am to attend a seminar in London.

3. Approval of the minutes from the meeting on 26 September 2015

These were proposed as a true record of the meeting by SB and seconded by DN.

4. Matters Arising from the minutes

a. Memorial Plaque

HD distributed a proposed layout of the design of the plaque and said that the cost of producing a brass plaque with vinyl lettering would be about £350. EW suggested that space should be left at the bottom of the plaque for later additions. This was agreed by the Committee.

It was agreed that the text 'In Virum Perfectum' at the bottom of the plaque would be an unnecessary doubling of the text, as it is included in the motto. It was agreed and suggested that the top crest should be enlarged so the motto can be easily read. JH thanked everyone as the project was long overdue.

BD, HD and MK are arranging a meeting with the vicar of Kingham church to continue discussions about the stone memorial which the Committee hopes to install in the church, similar to that in the chapel. EW said, he too would be willing to help with costs with BD, who initially stated his support on the last meeting.

HD is going to look into restoration of the Founder's grave stone at Daylesford churchyard. It was suggested that this should be a matter for the Kingham Hill Trust, rather than the Hillians.

Action: *HD to pursue*

b. Kingham Hill School Days site

HD gave a brief history of the site for the benefit of new members and the need to have a Hillians website over which the School has editorial control. An offer, made by the School to purchase the School Days site is outstanding but it was agreed by the Committee that the best course of action in the circumstances is to proceed with a site managed by the School for time being. The offer to buy the site remains on the table should the School Days team wish to accept it in the future.

CC spoke about the importance of via Facebook. Younger Hillians need to have information fed to them rather than information posted on a website. Emails are similarly effective at delivering information directly to people's inboxes.

HD mentioned that Tyler who is the editor of Over the Hill is using social media to connect with the wider Hillians community.

c. Centenary Trust procedures and guidelines

HD had circulated a draft copy to the Committee before the meeting for discussion and approval. EW had proposed a change to the wording in paragraph three of the Investment and disbursement procedure section. This originally read: "At the same meeting, the

intention was agreed to provide 20% of the assets of the CT – valued at the March meeting each year – to the School, primarily in support of pupils in financial need over the ensuing twelve months.

EW suggested this was changed to “Total commitments should not exceed the book or market value, whichever is lower, of the net asset as at the previous month end. Annual expenditure should not exceed 20% of that figure. Where an excess does arise during the year due to falling limits, reasonable efforts should be made to withhold new commitments/expenditure until back within those new limits”. This proposed wording was agreed.

MB suggested a change to the wording under ‘Criteria of disbursement of funds’ on page two to introduce flexibility under the disbursement of funds criteria. With the School population including 40% day pupils, we should be willing to consider bursaries for day pupils.

It was proposed that the wording be amended to read “Pupils likely to be boarders”, to allow for support of day pupils in exceptional cases. SB said we should be cautious when assessing applications as our main aim is to support boarders. CC stated that one area of flexibility might be if a day pupil needed weekly board facility due to domestic issues. The additional word in the sentence merely offers the opportunity to consider other proposals in the future.

BD asked if the School has a similar document for their disbursement of bursaries, HD said that a policy does exist for distribution of bursaries.

A final version with the agreed changes is to be presented to the Committee at the meeting in March.

5. Chairman

HD welcomed Claire Corbett (CC) to the meeting one of the first Head girls at KHS. CC gave a brief introduction of her career since leaving the school in the 1990s. HD remarked that she had nothing further to add at this point of the meeting.

6. Treasurer

MK spoke to his report (statement 32, circulated). He also provided a breakdown of allocated bursaries that have been committed. It was reported that one pupil who was in receipt of a Hillians’ bursary had left the School at the end of Michaelmas term 2015. Hillians now support five pupils with an annual commitment for 2016 of £22,335.

MK stated that he will shortly be visiting Andrew Morrison to put together the accounts for 2015.

7. Communications

HD reported that event dates are posted on the alumni section of the KHS site and further progress on the alumni website will be given on the March meeting.

8. Governance and Strategy

- a. Strategy: due to shortage of time, the planned discussion on strategy was deferred to the next meeting. HD asked the Committee to consider the future of the organisation and bring to the next meeting some suggestions of tangible objective that can be measured and evaluated to help shape the future, for example number of 'likes' on the Facebook page and new registrations.

MB suggested it would be a good idea to send our thoughts for discussion to HD before the March meeting. This was agreed and the Committee was asked to submit ideas by 11 March 2016.

Action: *Committee to submit ideas for objectives.*

b. Constitution: update for AGM ratification.

An amended version of the Constitution had been circulated, the only changes made were to update the name from KHA to Kingham Hillians.

In addition to this, EW pointed out that in section eight, the wording should read "and to the committee for life" BD made several observations but no further alterations were made. The document will be put to the members at AGM for discussion and their ratification on 4 June 2016.

9. Events

Saturday 19 March - Founder's Day

There will be a decade dinner for those who attended KHS 1975- 85. 7.00pm reception followed by dinner. Details of the day had been sent to alumni. If the limit of 60 is not taken up then other Hillians will be notified by the Development Office. MB said we should include other Hillians if numbers allow.

Saturday 4 June - Kingham Hillians AGM details to follow.

Saturday 2 July - Speech Day: Eddie White will represent the Hillians committee this year.

HD reported that dates for 2016-17 would be proposed at the next meeting so that they could be published at the AGM.

10. Memorabilia.

SB informed the committee of the items for sale, and that the school shop had a small stock, but in general not many items had been sold this year. CC asked if any items of memorabilia were on Facebook. SB replied that would be a good idea.

Action: HD/CC to explore putting items on the alumni Facebook page.

MK explained to everyone the procedure for the purchase of stock from the general fund. EW suggested that we could make this area of stock and sales an objective, as discussed earlier in the meeting. CC suggested we had some scarves and ties on show at Speech Day, for parents and pupils with details of who to contact. HD to get some feedback from pupils

leaving this summer about the sort of items they would like to be presented with at the end of their time at the School. It was agreed that we should continue with giving a tie (for boys), badges and pens to school leavers and would look into a suitable gift for the girls.

SB gave out a book marker that he had designed and produced at little cost. SB was thanks for implementing the idea suggested at a previous meeting, which we could use to develop in our communication of event details.

SB mentioned the cost of cufflinks with the School crest. MB stated we need to do some research of interest. It was agreed that a fuller discussion about memorabilia would take place at the next meeting before any additional items were ordered. .

11. Archives

Tony Middleton continues his work on the Archives. HD reported that James Woolliams had written down his memories of his time at the School. Tony is keen to receive similar histories from Hillians.

12. Any Other Business

HD reported that a bench dedicated to H W Sherringham, 1957 has now reached the end of its natural life and asked if anyone knew the person named or history of the how the bench was donated so that the family could be thanked.

With no further business the meeting was finished at 12.40pm.

Minutes prepared by Ken Wingfield MBE KH Sec