

NALA Executive Meeting

Saturday 16th September 2023, 10.00-12.00

Zoom

FINAL Minutes

1	Welcome and apologies	<p>BW welcomed everyone and opened the meeting.</p> <p>Present: Alice Harrison (AH), Mike Rauh (MR), Jenny Carpenter (JC), Marie O’Sullivan (MOS), Alison Taylor (AT), David Moss (DM), Bev Whiteside (BW), Yvonne Kennedy (YK)</p> <p>Apologies had been received from Martin Ash, Rona Heald (RH)</p>	
2	Minutes from 20 th May 2023	<p>No matters arising.</p> <p>Proposed: AH Seconded: DM</p>	MR to send Final Minutes to MOS for website
3	Officers’ Reports	<p>These are attached.</p> <p>In addition, JC (President) reported that she</p> <ul style="list-style-type: none"> • had liaised with BW (incoming chair) and signatories for the bank accounts sorted; • had with BW devised the action plan for 2023-25; • had attended meeting with for the Languages Gateway 	
4	Autumn Series	<p>AT led on this.</p> <p>AH had had 14 responses to the second survey on how the GCSE disadvantages students. <i>(AH left meeting at 11.15)</i></p> <p>YK: Grade Boundaries play a profound part in trying to predict grades and the eventual outcome Also perhaps schools are waiting for the final specifications to be published before they respond to the survey. To get more responses perhaps spin is needed to show how the survey can help teachers.</p> <p>AT: The dates of the Autumn series need to be adjusted – this will also give more time for survey responses to come in.</p> <p>11th November- Social justice (which leads into-)</p> <p>18th November- disadvantaged students</p> <p>Possible speakers Sameena Choudry (Equitable Education); Ian Cushing, Krista Hazell and Liz Black.</p> <p>YK we need to define precisely who the “disadvantaged” are.</p> <p>BW will our autumn series programme grab the attention of prospective attendees? What do</p>	All Exec to suggest input for

		<p>schools want cf. what does NALA think they need?</p> <p>Update on Conference. Aiming for Saturday 6th July 2024. MR and DM to do a site visit at Nottingham University this Tuesday 19th September</p>	<p>definition of “disadvantaged”, YK to provide prompts. Short extra meeting to pull ideas together (see below)</p>
5	Website Update	<p>MOS led on this item. The current host is ceasing trading at the end of 2023, so we need a new provider in any case. MOS had had useful discussions with “Ian”, a web designer based in Wales. Relatively inexpensive (£399 (+ VAT? tbc). Exec needs to work together to decide what irrelevant and outdated material needs to be jettisoned so that the new website can be more compact and effective with five pages. Annual hosting fee (IONIS or Blue Sky Hosting) ca £90pa. Logo to remain the same but refreshed. Front page needs to be editable.</p>	<p>MOS to continue discussions with “Ian”. Official quote needed. JC to ask Gini to refresh logo.</p>
6	Draft Action Plan	<p>JC, BW presented the draft action plan. Comments invited. Much of Priority 1 (online presence of NALA includes new website (discussed above). YK shared draft mission statement: we still need to see how membership criteria matches the new mission statement. Amendments suggested. Priority 2- National Convenors BW suggested collaboration from Stewart Dearsley JC: action plan needs to be a regular item on future agenda.</p>	<p>YK and JC to continue work with mission statement.</p> <p>YK to provide name of primary link at Hertfordshire</p> <p>BW to share draft action plan to Exec. Exec to submit comments by 6th October.</p>
7	Date/s of future meetings	<p>Short meeting to discuss “disadvantaged”: Tuesday 3rd October 7.30pm Zoom Executive: Saturday 20th January 2024 10.00am Zoom</p>	
8	AOB	<p>BW/ AT: April meeting date needs to be altered. JC talked briefly about Schools Week and named language hubs Languages Gateway- launch event in October JC attending. On-line events YK: Had anyone heard anything about new statutory guidance for Languages for 7 to 11 year olds? DM: (How) should NALA be represented at ALL and ISMLA conferences- perhaps sponsoring a speaker and introducing? Effective way of NALA being present</p>	<p>MR to suggest new date for late May 2024</p> <p>BW to contact Liz Black (ALL) and Olly Hopwood (ISMLA) on ways of NALA being represented at conference(s)</p>
		Meeting closed 11.45am.	

Appendix 1

Executive Reports September 2023

Out-going Chair's Report

Since the last meeting I have: chaired the AGM and sent out the 2nd survey.

Alice Harrison

Incoming Chair's Report September 2023

Thank you to everyone for supporting me in the transition to the role of Chair. I am very much looking forward to the challenges of the role and working with the team to drive our mission to work independently and alongside our partners and stakeholders to ensure languages are available and accessible to all learners. ***Languages for all*** means opportunities, access and equality through diverse provision, relevant curriculum, and well trained and motivated teachers.

Summary of actions.

- Liaised with JC re transition to the role and NALA action plan for 2023 – 2024.
- Met with AT to handover Treasurer information and documents.
- Carried out interim Treasurer duties.
- Signed up for Zoom Pro, shared access details and scheduled the 16th Sept meeting.

Bev Whiteside

Secretary's Report- September 2023

Since our last full Executive meeting in May 2023, I have:

- liaised with AH (May Executive meeting and July (AGM)) and BW (Agenda for Executive meeting (September))
- distributed meeting papers
- produced draft minutes of Executive meeting 20th May 2023
- produced draft minutes of an Executive meeting 25th March 2023
- liaised with MOS- final minutes of Executive meetings and AGM to website;
- "met" with Conference Team (July 2023)

Mike Rauh

31.8.23



Treasurer's report
3rd September 2023

How things stand at the bank

Current account

Balance as of 3rd September	£8910.07 (previously £8283.08)
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Conference account

Current balance	£3449.99 (no change)
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Deposit account

Current balance	£7869.99 (£7844.39)
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- Membership payments ongoing, 13 paid as of 3rd September, income for membership currently £845
 - No fraudulent transactions.
 - Membership year 2022-2023 accounts to be prepared for accountant.

Bev Whiteside
Outgoing NALA Treasurer

Alison Taylor

Incoming NALA Treasurer

3rd September 2023

Communications Officer Report – September 2023

The following activities have been undertaken since the last report was submitted:

- Continued to update Stop Press with links and information
- Liaised with the Treasurer regarding subscriptions and access to the website
- Initiated the use of MailChimp as a means to avoid members not receiving emails
- Began investigations into a refresh for the website

Marie O’Sullivan

Communications Officer

06/09/23