

# How to have impactful board meetings - a practical guide for governors and trustees

## WEBINAR



The time that board members spend together in board meetings is very precious and extremely limited, so making the most of this time together is at the heart of being an effective board.

This WEBINAR provides practical guidance on how to plan, prepare and deliver impactful board meetings.

On this webinar you will learn:

- Understanding the core functions of governance
- How to plan the year
- How to plan an effective meeting
- How to set an impactful agenda
- Setting expectations and pre-tasks
- Organising papers and questions
- How to hold to account and make decisions

All delegates receive an electronic copy of the presentation and supporting materials and resources to help them to be more impactful in their governance role.

### Who should attend?

Governors and trustees who want to better understand what an impactful board meetings should look like and feel like. Suitable for governors or trustees of all education phases.

### Tutor

TBC - Will be delivered by a National Leaders of Governance (NLG)

### What people say about our training:

*'The best governor training I have ever attended'*

*'Inspiring! Thanks you! I now feel confident to be a more strategic governor'*

*'At last, training that provides tools, examples and checklists to help us do the job!'*

### About our training

As experienced Chairs of Governors we strongly believe in providing training that gives you the knowledge, tools and examples to be effective governors. Our aim is to give you the confidence and tools to improve your governance as quickly and effectively as possible. All our training is provided by National Leaders of Governance who are experienced governance trainers. Our training can be provided as webinars, as bespoke sessions for your board or group of schools, or face to face sessions (subject to social distancing).

### About NLGs

National Leaders of Governance (NLGs) are experienced chairs of governing boards. All NLGs have been through a rigorous designation process from the National College of Teaching and Leadership (NCTL), a part of the Department for Education (DfE), to demonstrate that we have the skills, experience and attributes to be a National Leader of Governance. All NLGs are either actively chairing standalone schools or academies, local governing boards or multi academy trust (MAT) trust boards or have done so within the last five years. All NLGs are trained to support governors through mentoring and coaching and provide governance services which are quality assured.

### Logistics and Booking

Please complete your online booking by selecting the 'BOOK' link next to the date you wish to attend from the grid below and using the 'BOOK' link. If the 'BOOK' link is not visible, please let us know you are interested in the next available date by selecting the 'ENQUIRE' button below.

If you have any difficulties, please contact Melanie Jones, Billericay TSA Administrator. Email: [mjones@billericayschool.com](mailto:mjones@billericayschool.com)  
Tel: 01277 314420.

### Becoming a Member of the Billericay TSA

For further information on the benefits of being a member please visit  
<http://www.billericayteachingschoolalliance.com/tsa-membership/>

### **Other Governance Training**

We provide a range of Governance training for your school, (full packages, bespoke sessions or pay as you go public courses).

Please visit the '**CPD and Training**' tab of our website for further information <http://www.billericayteachingschoolalliance.com/>

### **Logistics**

**Course Dates:** 04-03-2021

**Venue:** Delivered via Zoom

**Times:** 18:30 - 20:30

**Price:** £70.00 or £63.00 for TSA Members