



MINUTES of the BOARD MEETING

17 November 2016, 5.00

Item	Subject	Action
	<p>Present: Jeremy Barnard (JB) Michael Cooper – Chair Emma Knowles (EK) Shaun Netherton (SN) Kevin Pearce (KP) – Vice Chair (<i>Chaired meeting</i>) Chris Price (CP) Julie Seyler (JS) <i>items 1-8.1 only</i> Ramon van de Velde (RV)</p> <p><i>Also in attendance:</i> Jeremy Alder (JA) – Trust Secretary Richard Baker (RB) - Secondary Lead <i>items 1-7 only</i> Kevin Johns (KJ) – Chair Carclaze LGB <i>items 1-2 only</i> Simon Pollard (SP) – Primary Lead</p>	
	<p>Apologies: David Parker (DP), Mark Rudge (MR)</p>	
1	<p>Conflicts of Interest: no additional interests declared.</p>	
2	<p>Carclaze Improvement Plan.</p>	
2.1	<p>The Vice Chair reminded directors that this was the first time the board has asked a school to come and report on their improvement plan. SP explained the CEO had instructed him to have an external review of the school which had taken place earlier this week. He explained the format of his report which is based on recommendations from Ofsted, the actions taken, their impact, and the next steps. KS2 data is lower than previous years but we are now in line with national standards (three years of improvement). The most recent baseline assessment on entry shows pupils are lower than the national average.</p>	
2.2	<p>SP reported that the introduction of the Immersive REAL curriculum project is making a big impact on behaviour and aspirations. Children learn how to improve their own work. He clarified that the ‘majority of lessons’ for quality of teaching equates to 80-90%. Ofsted will now look at the quality of teaching in smaller groups which could just be a teaching assistant. Teachers at Carclaze must work with every pupil at some point across the week.</p>	
2.3	<p>The introduction of Jason Hurr’s tracking system received very positive feedback during the external review. First year EYFS data is being used as a predictor for meeting expectations. He highlighted that despite the recent national publicity about giving less time to marking, Carclaze’s experience is this does have a significant impact.</p>	

	The school needs to share more detail with the LGB on the impact of Pupil Premium expenditure (school receives c£150K p.a.) and monitor this throughout the year. There is a regular governor standards group.	
2.4	The SEF was informed by Jason Hurr's assessment of our data, and the inspector agreed with us but cautioned that Ofsted might disagree based on some pupil outcomes. He had commented that his visit to the school changed his mind about our own self-evaluation compared to his pre-visit views based on the Ofsted report and our data.	
2.5	<p>Directors asked the following questions:</p> <p>Q. How will learning from this be shared with other schools?</p> <p>A. Via triads, ELT meetings, and specific projects such as ReadWriteInc.</p> <p>Q. Any involvement of parents?</p> <p>A. Have always allowed parents to come in to classroom at beginning of the day; and we contact parents whose children need greater support. For the inspection we did our own Parent Review questionnaires.</p> <p>Q. Are you getting the support you need from the MAT?</p> <p>A. Yes – and in sharp contrast to that from Cornwall Council at our last Ofsted. We can now evidence a whole range of initiatives which have led to improvements.</p> <p>Q. What about the LGB?</p> <p>A. KJ reported he feels we have the skills we needed but are looking to recruit more governors to increase our capacity to visit during the school day.</p> <p>The Vice Chair thanked SP and KJ for their report.</p>	
3	Previous minutes of the 29 September 2016 were accepted as an accurate record.	
4	Matters arising	
4.1	The Chair thanked both interim Leads for their additional hard work over recent weeks and highlighted the impact on the central team.	
5	Chair's Actions	
5.1	<p>The Chair gave a summary report on the following:</p> <ul style="list-style-type: none"> • T&F group met once, second meeting arranged • Update on the CEO including arranging an interview with Occupational Health. • Speaking to Chair and Head at Mevagissey next week about interim Head arrangements 	
6	Results 2016	
6.1.	<p>Primaries.</p> <p>SP highlighted this was first year of a different system, and this level of data reporting will be coming every half term.</p> <p>ELT are proposing that data reporting to the Board ties in with school schedules rather than creating extra work for staff.</p> <p>Directors agreed with the suggestion that Jason Hurr be invited to speak to the Board.</p> <p>Directors heard that the evidence from recent inspections is that Ofsted appear to be putting a lot of emphasis on the role of local governors rather than the Board or the CEO. They discussed what this means for the Board and reporting from the LGBs, and also whether our School Improvement Partner should be reporting to them.</p>	

6.2.	<p>Penrice.</p> <p>RB confirmed there were a lot of positives from last summer's results but he is looking at the future and the next set of results. His main concern is to avoid any significant dip from year to year. Key priorities are doing more for our more able pupils, and to get external validation from outside of Cornwall.</p> <p>He explained the major changes in exam expectations and the concern over the impact on the Y11 pupils of the expected target reducing to just 35%, so future pupils will be leaving with lower grades than previously although they are more able.</p>	
7	RSC's visit	
7.1	<p>Directors noted the summary report from the RSC's visit and the key points raised.</p> <p>RB has subsequently talked to a number of other schools and explored working more closely together, as well as the concept of 'satellite groupings' with other secondaries</p> <p>Linda Pettitt from the DfE is meeting with RB on 6/12, then MC is planning to meet with her later that week in London.</p> <p>Updates to be shared at the December meeting along with re-visiting the 9 Characteristics document.</p>	
8	Finance	
8.1.	<p>Finance and Operations Committee 3 November.</p> <p>The Vice Chair highlighted positive progress with supporting the central team thanks to both RB and individual directors.</p>	
8.2.	<p>Appoint Lead Finance Director.</p> <p>The Vice Chair explained the reasoning for this following the decision to disband the Finance Committee. Highlighted the line from Lord Nash letter that all directors have a financial responsibility.</p> <p>Unanimous agreement to appoint KP as Lead Finance Director.</p>	
8.3.	<p>"Are key personnel gaps being adequately covered?"</p> <p>Directors discussed this in response to the ongoing absence of the CEO. SP reported both he and RB feel their interim roles are not sustainable long term without additional support or cover', and directors acknowledged there is a knock-on effect for their own schools and leadership teams.</p> <p>The Finance Director's return from maternity leave will help with managing the central team.</p> <p>Vice Chair confirmed the Board is aware of the urgency required and also confirmed we have sufficient reserves to fund a short term solution.</p> <p>Chair and Vice Chair to progress options in advance of the next meeting and in response to receiving more information.</p>	MC/KP
9	Members Meeting 11 November	
9.1	<p>The Chair of the Board fed back that it had been a very positive meeting and they are a supportive group who have offered to help the Board if required.</p>	
10	Lord Nash letter	
10.1	<p>Directors noted this letter and agreed that it should be used as part of our own self-assessment.</p> <p>Two items were highlighted - are our central team salaries 'right'?, and the option of not having the CEO as a Director.</p>	

11	Future Board meeting dates	
11.1	Directors noted the following revised schedule. 15 December 1-7pm 2 February (<i>new</i>) 16 March 18 May 22 June (<i>was Finance</i>) 13 July	
11.2	The Vice Chair asked that if anyone was unable to attend on 15 December they feedback any comments once the agenda and papers are available.	ALL
12	Email Resolution – reappointment of Chair / Vice Chair	
12.1	JA confirmed Michael Cooper had been re-appointed as Chair and Kevin Pearce as Vice Chair.	
13	Items for next agenda	
13.1	Confirmed that the next meeting will be Directors only, and agreed to identify all outstanding issues in advance.	
	Meeting finished at 7.08	

Signed	Date
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