




Minutes of the Board of Trustees Meeting held on Tuesday 18 July 2023, 5.30 pm, via Zoom

Present: Brian Message (BM), Chair of Trustees
Chris Meddle (CM), Vice Chair of Trustees
Gary Weston (GW), Trustee
Rebecca Ryan (RR), Trustee
James Nicholson (JN), Trustee
Raj Joshi (RJ), Trustee
Andrew Goulding (AEG), Trustee & CEO

In attendance: David McMillan (DRM), Finance Director
Debbie Warner, Clerk

1.	Apologies
	There were no apologies received.
2.	Declaration of interests
	No new declarations of interests.
3.	To approve minutes of meeting 02/05/2023
	The minutes of the meeting were deemed to be an accurate account of proceedings. There were no matters arising from the minutes and were signed off by the Chair.
4.	Primary Update (SME)
	Trustees confirmed they had received and read the update prior to the meeting. SME provided key points from his report: Move to Arbor has presented challenges in terms of tracking pupils' progress. Pleased with SATs results but there has been a significant increase in SEND and challenging behaviour. More mobility in scores that previously recorded. SPS did not have to publish SATs results as there is a cohort of just 10. 3 out of the 4 the primary schools are above the national English/Reading/Writing (combined). There is still an issue in writing. Reading, Writing and maths at KS1 achieved satisfactory results. Times Tables check pass mark is not published until the Autumn term. Targets set by teachers are cautious and some work needs to be done in this area so teachers are more aspirational in their targets. Baseline assessment for September will come from final teacher assessments in previous year and should be more accurate due to teachers' experience with Arbor should be improved. Questioning/challenge: Q: A Trustee referred to the pleasing results; what is the comparison and are there any concerns? A: One of the schools was disappointed with reading results and writing remains a longstanding concern. A lead practitioner will be working with the primary schools next year as all intervention has been tried from resources within the Trust. Q: A Trustee asked whether external intervention is the solution? A: Lead adviser for United Learning has done a writing project with much success and will be assisting the primaries next academic year. Q: Are there any primaries within the Trust that are good at writing and which schools are weaker? A: SME said that all primaries are in a similar position. Q: Anything Trustees can support with? A: There is a financial cost which the CEO has agreed to support with.
5.	SEND Update (AD)
	Trustees confirmed they had read the report prior to the meeting and AD highlighted headlines: Clear next steps are in place and it will be important to continue with SEND distributive leadership to create a strong SEND web. It is important to promote the mantra of SEND is everybody's business. SEND suite on Arbor has been implemented and training has commenced. There continues to be a high number of EHCP students on entry. High quality at SEND was noted at GBA and Cromwell Academy.

Signed: 
Date: 17/10/2023

	<p>TA training has been carried out across the Trust. New leadership at HBK is very strong and the newly appointed SENDCos work effectively together.</p> <p>Questioning/challenge:</p> <p>Q: SEND is everybody's business benefits non-SEND students also – has this been formalised in teacher training days throughout the year and is there a SEND focus?</p> <p>A: The decision lies with the Headteachers but all staff training on SEND is delivered throughout the year and HBK has SEND training on their agenda at their first training day in September.</p> <p>A: First joint training days in January throughout primaries and will focus on areas of SEND.</p> <p>Q: A Trustee was pleased to evidence the good work happening at HBK and was encouraged by the cohesive structure of SEND awareness.</p> <p>CEO gave personal thanks to the expertise that AD and SME deliver throughout the schools.</p>
6.	<p>CEO's Report</p>
	<p>The CEO provided a brief update on all the standing items contained in his report. A confidential discussion followed regarding Headteachers' views over proposed growth strategy following the withdrawal of merger negotiations by Heart Academies.</p> <p>ACTION: INVITE HEADTEACHERS AND CHAIRS OF GOVERNORS TO MEET WITH TRUSTEES AND EXEC BOARD - BM PRE-MEETING OF TRUSTEES TO FINANLISE AWAYDAY WITH HEADTEACHERS – BM/JN/RR + CEO</p>
7.	<p>Governance Capacity</p>
	<p>A Trustee voiced concern over the need to the need to take account of the number trustees in terms of risk management. A combination of very few Trustees and Trustees coming to the end of tenure is likely to be detrimental to continuity.</p>
8.	<p>School improvement</p>
	<p>SME highlighted elements from his SIT report: Previously there had been very little routines in terms of collaborative working within the primary schools. Trust wide work at establishing bench marks and audits have highlighted areas where schools are not compliant SIT now meets regularly and a commonality has been established between schools over concerns and areas of strength.</p> <p>ACTION: INVITE HEADTEACHERS TO MEET AND DISCUSS HOW SIP HAS HELPED THEM – CEO</p>