

MINUTES
of the meeting of Directors of Teignmouth Learning Trust
Thursday 5 February 2015 at 6.00 pm in the Principal's Office.

Present:

Martyn Cox (Chair)	Ruth Dennis	Rebecca Mullins (Leadership)
Alan Lumb (Vice Chair)	Pat Henchie	Gill Endacott (Leadership)
Tony Gray (Principal)	Katy Quinn	Rob Willmott (Leadership)
Andrew Flanagan	Sarah Minty-Dyke	Kelly Ray (Leadership)
Graham Bond	Gaby Willis (Clerk)	Annabelle Sampson (Mill Lane)
Niall Duffy	Jon Lunn (Leadership)	Lane)
Vic Millard	Jon Newman (Leadership)	Scott Deeming (Mill Lane)

Apologies: Kathy Saunders Michelle Judge

Absences: None

Action

MC opened the meeting, welcomed everyone and asked that the RAISEonline presentation (School Accountability Measures) be held first followed by a return to the main agenda.

05.02.01 Apologies for Absence: KS and MJ. AL proposed these apologies be accepted and all **AGREED**.

05.02.02 Declaration of Interests: None.

05.02.03 Directors Seeking Further Term and Potential New Director: MC welcomed Liz Lyden. All Directors have received a short biography. Liz Lyden confirmed her wish to join the Board as a Director. ND proposed and MC seconded. All **AGREED**. 4 Directors terms are coming to an end on 7 February 2015. MC, VM, AL and MJ. All have expressed their wish to be reappointed. SMD proposed, PH seconded. All **AGREED**.

05.02.04 Minutes of Previous Directors' Meeting: MC thanked AL for chairing the last meeting. AL asked GW to swap Physical Resources and Human Resources titles. MC asked if they were an accurate record and any points of accuracy to raise. None raised. All **AGREED**.

GW

05.02.05 Matters Arising: APG drew attention to item 4.12.14 and confirmed that the proposed permanent exclusion did not take place. Other arrangements were made. APG to keep Board updated.

APG

05.02.06 Chair's Remarks: To be addressed in Portfolio Reports.

05.02.07 RAISEonline Presentation: (*This was moved to first item on Agenda.*) New Ofsted framework, every governor should have awareness of G pages. SD presented current figures for ML. SD to email GW EYFS Current predictions to distribute to Board. MC thanked SD and asked what the 3 priorities at ML are? To secure children achieving Combined in KS2, Phonics screening check, and Level 3 writers in KS1. MC drew attention that difference between boys and girls is significant. KQ commented there has been lots of staff training. GB and ND commented that they were uncomfortable with the inclusion of actual students' names in the document. JL presented current figures for ER. 3 Priorities – disadvantaged students (outcomes still too predictable); value added; and attainment 8. MC said he would also think High Ability and boys were a priority, looking at the figures. Discussed that Ofsted will question about strengths and weaknesses and whether data is available to Directors. GW to redistribute Ofsted script put together by MC last year to incorporate new Directors. VM would like to have several prep meetings – JL to arrange. MC thanked SD and JL for very informative presentation. (*Leadership team left the meeting at 7.35 pm.*)

SD/GW

**GW
JL**

05.02.08 Ofsted Update: APG confirmed school is on daily alert. Received another good RAISEonline. Sixth Form still making considerable improvements. Directors will be required at short notice and JL to coordinate meeting of interested parties w/c 9 February. To be noted that a local school in South West went from 1-4 following a no notice inspection due to a safeguarding issue. Full safeguarding meeting has been held with Leadership and other parties to ensure we are covering all aspects. Attention drawn to "Keeping Children Safe in Education" which all Directors and staff must be familiar with. (*Copies distributed.*) GW to circulate report (MC). SMD felt

JL

GW/MC

very reassured from recent meeting in terms of safeguarding. All policies are in place. Updated SIP and SEF distributed for all Directors to read and be familiar with.

05.02.09 Portfolio Reports:

Springboard: PH commented the children are very confident in speaking to adults and she is impressed at the calm every time she visits although they are doing exciting things. Senior leadership are having huge impact on other members of staff having ownership and responsibility. Keep eye on this.

Pathways: ND - 2 highlights maximising potential, large increase in UCAS applications, young people who may not previously have thought of university. Additional lesson 7 work going on is to be commended.

Teaching and Learning: Massive amount of training going on for staff. 20 min twilight session every week, particularly for new staff. Staff working really hard to try and attend all the training.

Performance: MJ sent apologies.

Learning Support: KS sent apologies.

Behaviour and Attendance: SMD went to ML this time to do portfolio report. Very informative. Apologies for not submitting report. Now using "Behaviour Watch" to keep an eye on behaviour trends. (*Document distributed to all Directors.*)

Financial Resources: To follow as separate agenda point.

Human Resources: No questions.

Physical Resources: No questions.

Community: No report as awaiting new Portfolio Holder.

Leadership and Management: MC has been in regular contact with APG. Ofsted continues to be a high priority.

Disadvantaged Children: (*Document distributed to Directors at meeting.*)

05.02.10 Finance Committee Report: VM stated the minutes of the last meeting are included in Portfolio Report. Key summary on performance at P4 overspent to the budget figures by £140k. FC have discussed this in some detail. APG unable to attend FC meeting so met separately with VM. Overspend was due to opportunities that presented after last budget was set, such as furnishing sixth form and canteen, and new staff of Sixth Form centre, membership of PIXL, support staff pay award. Plan to recoup much of the overspend. Staff who have resigned will not be replaced, where we can still meet curriculum requirements. Planned with knowledge of a carry forward that would cover overspend if necessary. AL asked what the reserves that were discussed several years ago are. JN confirmed that this reserve is held in the bank and is included in the annual accounts every year. VM – from discussions with Dean Coppard it is looking more likely that we will receive money from Football Foundation towards replacing the astroturf so the surplus may be required to match our share. MM referred to the School Improvement Plan mentioning more staffing in some areas and asked does this mean some areas will be disproportionately affected? APG – there will be a reallocation of resources and reshaping. APG stated maternities are not budgeted for. Key thing is to develop a good school that the community is pleased with and they will send their children here. ND stated overspend is 2% of budget with potential future income so not overly concerned. VM felt, as Chair of FC, it is still an overspend of the budget. APG highlighted since last meeting there have been 27 more students at ML – expanding rapidly there and in Sixth Form. All receive funding. SMD said she feels reassured as she is aware the overspend is being closely monitored. VM stated a lot of work is being done by JN, AF and Helen Millward on phasing. JN stated schools generally spend most of their money at the start of the school year. VM raised the issue of football and hockey compliant length of turf on the Astro. Understanding at present from Dean Coppard is that the Football Foundation is unlikely to be supportive of turf that is hockey compliant. MC pointed out that hockey can still be played, just not competitive hockey. VM proposed that Management Accounts be accepted, all **AGREED**. VM confirmed decision will not be required on astro before next Directors' meeting.

05.02.11 Principal's Report: KQ reported a huge increase in pupil numbers at ML. KQ referred to the question in the FC minutes question outside classroom funding and reported that Rob Wilcox is looking at a feasibility study regarding land, etc. KQ to convene the people who volunteered at last Board meeting at this time. Attendance is 4th in Devon at secondary phase. APG reported on discussions with the Local Authority and that our Review Days are to be re-designated as Development Days. Attention drawn to large amount of activities and events going on at both sites.

05.02.12 Safeguarding Report: (*Report distributed.*) SMD informed Directors that the way

KQ

bullying incidences are reported on our database has changed and they are now on SIMS in their own right. SMD will keep running total now from this meeting onwards as a historical one would not be accurate. MARAC - Multi Agency risk Assessment Conference. MASH - MultiAgency Safeguarding Hub.

SMD

05.02.13 Feedback from Training Courses Attended: None this meeting.

05.02.14 AOB: APG – Directors may be aware our ex-colleague Mark Chappell passed away at the weekend. Members of staff will be attending the funeral.

There being no other business MC thanked everyone for attending and confirmed the next meeting is on 26 March. Meeting closed at 8.10 pm.