

Draft Minutes of a Meeting of the Board of Directors of the Keskowethyans MAT, held at St Keverne School,
on Tuesday 26th September 2017 at 5.30pm

Draft Minutes

Item	To be actioned by
<p>1. Welcome & Apologies Mrs Pam Miller (Chair) Mrs Martha Mita (Vice Chair) Mrs Wendy Sherlock (AHT) Rev Peter Sharpe Mrs Jane Dudley Mrs Zoe Holmes Mrs Jill Ludbrook Mr Tony Sanders</p> <p>In attendance: Mrs Pat Nicholas, Clerk to the Board Mrs Sarah Lyne (BM)</p> <p>A warm welcome was extended to Mrs Ludbrook as the newest member of the Board, and the meeting heard that Mr. Sanders had been confirmed as new Director by the members.</p> <p>The Directors were saddened to learn of Mrs Halliday's resignation from the Board; she will continue on the committees as a Partner in Learning.</p> <p>All present, no apologies received.</p>	
<p>2. Declaration of Interests</p> <p>No new declarations were made. New forms were circulated for the 2017-2018 academic year.</p>	
<p>3. Election of Chair and Vice chair</p> <p>Mrs Miller was nominated to continue as Chair. Mrs Miller accepted the nomination, but only until Easter, by which time she would have served her four year term. The nomination was accepted unanimously.</p> <p>Mrs Mita was nominated to continue as Vice Chair. Mrs Mita accepted the nomination, but only until the end of term. Mrs Dudley had also been nominated as Vice Chair, and agreed to take over as Vice Chair in the new year. Both nominations were accepted unanimously.</p> <p>Mrs Miller took the Chair at this point.</p>	
<p>4. Correspondence</p> <p>None.</p>	
<p>5. Minutes of the meeting held on 17th July 2017</p> <p><input type="checkbox"/> The minutes of the 17.7.17 were then signed as a true and accurate record and signed by the Chair at the end of the meeting.</p>	

<p>6. Matters arising</p> <p>The main points were;</p> <ul style="list-style-type: none"> <input type="checkbox"/> The library had now ceased its operations and most of the equipment had been cleared. The new mobile library had made its first fortnightly visit, (the only village in Cornwall to have two visits per month), with one of the visits scheduled for after school to allow the children to use it. <input type="checkbox"/> Q: Are there immediate plans to update the website, and make the access to the private area easier? <input type="checkbox"/> A: Staff will be looking at the content, and the new secretary at ?will be taking over responsibility. New directors will be given the appropriate log in details. <input type="checkbox"/> Mrs Miller offered apologies that committee reports were not on the agenda. Personnel and Curriculum committee reports had been circulated before the meeting. 	
<p>7. Acting Head teacher's report/update</p> <p>Mrs Sherlock updated the meeting on NOR (numbers on roll) and end of year data, including SATS. The main points discussed were;</p> <ul style="list-style-type: none"> <input type="checkbox"/> The schools were all a little under capacity, but were holding their own. <input type="checkbox"/> The numbers at Coverack in year 3 and 4 included pupils still on roll at St Martin. <input type="checkbox"/> The Corestats report from the LA showed the data for all the schools in the MAT for the first time. <input type="checkbox"/> In EYFS, a higher proportion of FSM pupils were achieving a good level of development than non FSM. <input type="checkbox"/> In KS2, 100% of FSM pupils were at expected levels; the Directors heard that small cohorts can significantly affect how the data appears. <input type="checkbox"/> In KS2, writing results were below the national average. Writing tests were teacher assessed against quite strict criteria for 'expected'. These criteria have been relaxed for the 2017-18 academic year. <input type="checkbox"/> In KS2, results 'at greater depth' were significantly below national averages in all three core subjects; this was already being addressed in all schools. <input type="checkbox"/> Cohorts of less than 10 do not appear in school performance tables. Moderation across the schools has helped to improve practice, and results. <p>Q: Are there any differences since the Ofsted inspections? A: The data is exactly what would have been predicted at the time, and in line with the Ofsted inspectors' comments.</p> <p>Mrs Miller thanked Mrs Sherlock for her report.</p>	
<p>8. Finance & Business Manager's report.</p> <p>Chartwell's Update</p> <p>Directors had been informed at the previous meeting that the County subsidy for school meals was to be withdrawn at the end of the academic year, leaving a potential £57,000 shortfall in the budget. The County claimed that they had corresponded with the MAT to ask whether Keskowethyans planned to join the new framework or make its own arrangements. The new contract was due to begin on 1st September, however, due to the short period of time, Chartwells had continued to run the catering provision into this academic year. Chartwells are clear that Keskowethyans MAT needs to make a decision on future provision based on the options available. These options were shared with the meeting.</p> <p>After discussion, Directors agreed to a three year proposal for two production kitchens at St. Keverne and Coverack and deliveries to Manaccan, St. Martin and Coverack, with a direction to Mrs Lyne to renegotiate the costs with Chartwells.</p> <p>Mrs Lyne was also asked to investigate the school's responsibility in relation to the possible redundancy of Chartwell's staff.</p> <p>The Directors heard that the indicative allocations for the schools' funding looked positive for the next two years.</p> <p>Mrs Miller thanked Mrs Lyne for her report.</p>	<p>Sarah Lyne</p> <p>Sarah Lyne</p>

<p>9. St Martin-in-Meneage School - update</p> <p>The DfE had been in contact with the Acting Head with further questions. Directors heard that they were ‘nearing a decision in principal’, although there may be further analysis required.</p> <p>Q: Were all the consultation responses sent to the DfE? A: Yes, all were sent.</p>	
<p>10. Merger – update</p> <p>Directors continued their negotiations with the Southerly Point MAT (SPCMAT). There was no real progress to report at the time of the meeting, as SPCMAT were currently fully occupied with ‘setting up’ tasks having only recently converted themselves.</p>	
<p>11. Recruitment to the Board – update</p> <p>Academy ambassadors had offered two candidates for consideration. One candidate had an impressive financial background, but distance was an issue. Bex Couch from the Diocese had also offered help. Mrs Miller would send the CVs to the Directors for their perusal.</p> <p>Mr Sanders agreed to become a Foundation Director, this was conditional on approval from the Diocese.</p>	
<p>12. Safeguarding</p> <p>The main points were:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A model safeguarding policy had been produced by CAPH, and would be adopted by the MAT. <input type="checkbox"/> The s157 audit had been completed; some follow up was needed, but no major issues identified. Mrs Sherlock would liaise with the safeguarding leads in each of the schools. <input type="checkbox"/> The head teacher’s report in future would include a report on any causes for concern raised in the schools. 	
<p>13. Outcome of the Independent review panel (minutes 4.7.17)</p> <p>The outcome of the independent review panel was to uphold the decision for permanent exclusion.</p>	
<p>14. Any other business</p> <p>The MAT structure was circulated for the information of the new directors. A number of changes were discussed and agreed:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Mrs Ludbrook would join the curriculum committee <input type="checkbox"/> Mrs Miller would chair the next curriculum meeting in light of Mrs Halliday’s resignation. <input type="checkbox"/> Mrs Ludbrook would take on the role of SEN Director. <input type="checkbox"/> Mrs Sherlock would recruit a staff representative from Manaccan for the PiLs. <input type="checkbox"/> Mrs Holmes would no longer be a PiL. 	
<p>15. Date of next meetings</p> <p>PiLs – Monday 9th October 2017 at Manaccan School 5.30pm Premises – Thursday 12th October 2017 at Manaccan School 5.30pm Curriculum – Wednesday 1st November 2017 at St Keverne school 5.30pm Finance – Wednesday 8th November 2017 at St Keverne school 5pm MAT Board – Tuesday 14th November 2017 at St Keverne school 5.30pm</p>	
<p>16. Confidential items See separate set of minutes dated 26.9.17</p>	

Action Points

Agenda item	Action	By whom
8	Mrs Lyne agreed to negotiate costs with Chartwells for the three year proposal, and to investigate the school's responsibility in relation to the possible redundancy of Chartwell's staff.	Sarah Lyne

Signed by the Chair, Mrs Pam Miller

Date _____

Minutes	Date
Draft to Chair	
Received back	
Circulated to committee	
Draft to meeting for ratification	
Approved and signed by chair	
Saved to PDF	
Sent to Website (part 1 only)	
Filed in Company Minute Book	