

++CLYST VALE ACADEMY TRUST

Company Number 07564519
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Minutes of Board Meeting held in Post 16 Study Room, at 5.30pm on Monday 17th December 2018.

Attendees	Initial		Attendees	Initial	
Kevin Bawn	KB	Principal	Dorf Ruscoe	DR	Member Appointed Governor
Ben Brook	BB	Parent Governor			
Paul Colin	PC	Co-opted Governor	Laura Waycott	LW	Parent Governor
Ceri Johnson	CJ	Parent Governor	Mel Prance	MP	Staff Governor
Simon Sanger-Anderson	SSA	Member Appointed Governor	Sophy Norris	SN	Parent Governor
Dave Walter	DW	Parent Governor	Tina White	TW	Parent Governor

Apologies	Initial	
Micheal Davies	MD	Co-opted Governor
Aude Odunlade	AO	Maternity Leave
Gina Stroud	GS	Chair
Crawford Winlove	CW	Member Appointed
Tina White	TW	Parent Governor

Absent	Initials	

In Attendance	Initial	
Adrian Green	AG	SLT

In Attendance	Initial	
Racheal Long	RL	Clerk

Minutes

The Clerk had provided timely notice of the meeting and the meeting was quorate.

ITEM NO.	ITEM	Owner	Date Due
18/19.18	<u>Declarations of Business Interests</u> None	LW	
18/19.19	<u>Attendance/Apologies</u> Tw Apologies CW Apologies	LW	

ITEM NO.	ITEM	Owner	Date Due
	GS Apologies MD Apologies AO Maternity Leave		
18/19.20	<u>Minutes of the last meeting, -15.11.2018</u> Signed off by GS	LW	
18/19.21	<u>Matters arising</u> None	LW	
18/19.22	<p><u>Principal's Report (Standing item) –</u></p> <p>KB stated it's been a relatively short time since the last meeting, no further data drops to report and at the time of this meeting the year 11 results aren't available.</p> <p>For information only; Wave. The pupil referral unit, have taken some students off our hands who have been medical ill for a long time. Still waiting on performance figures and clarification whether that's happened.</p> <p>Funding is still a big issue. Ref point 1 of the report, KB had informal conversation with c-dash around this issue.</p> <p>Uffculme has asked if we would like a conversation about MAT. Discussion was had about the rationale behind becoming a MAT. Agreed for KB to have exploratory talk with Uffculme and report back to governors.</p> <p>KB commented we had an excellent GCSE performance evening.</p> <p>P16 had significant decline in unconditional offers. CH has done an excellent job.</p> <p>KB noted that Dave Walters has resigned as of 31/012/2019. Need to look at advertising, reinforcing SLT next term with internal post. Most local schools have 5 teaching SLT, but CVCC is currently managing on 3. Puts us on the small side. MP question, What are the SLT teaching roles in other schools. KB- it varies by school.</p> <p>F&P numbers are consistent, SSA queried Year 7 numbers. KB confirmed, ok as there are far fewer children.</p> <p>Mental health sessions, well attended.</p> <p>Priority learners did well in the summer, however tracking is suggesting the gaps are beginning to widen</p>	KB	

ITEM NO.	ITEM	Owner	Date Due
	<p>Maths, the feel is to change the exam boards, it's more accessible for our students. MP states you can see the scripts its better marking format.</p> <p>Attendance is good but we need to get through the spring. Attendance officer is in place.</p> <p>6th form is doing well.</p> <p>Curriculum. Looking closely for changing offers for key stage 4.</p> <p>RRS. Integrating this across the school. Mental health is going well but there are currently overlapping.</p> <p>John Cavill. BB ask what are your thoughts KB states that AG has more info. We brought into a package, He has a lot of experience and seems to be going well. MP states that he didn't hold back and came up with some really good ideas, lots of whole class teaching. Biggest issues is showing progress in books. Visiting other schools and gaining the evidence to allow us to benefit this. He seems very clear and the feedback from talking to the staff was good.</p> <p><u>5 Year Plan.</u></p> <p>SN went through PowerPoint presentation. Aim to send out this presentation to all staff Parent participation came up a lot. Challenges need to be addressed.</p> <ul style="list-style-type: none"> • Ofsted is due. • Pupil numbers. • Leadership bottleneck, SLT needs support. • Effect change-independent review lead by SLT. • Review of the image, logo, and website. Strong clear marketing plan. • Educational excellence. What does it mean? • PDP and HR revamp of best practice sharing. • Improve staffing appointments. • Parents needs to be more involved with the school. <p>Next step, Feedback form Governors and SLT.</p> <p>DR suggested a vision document would be helpful to be discussed at the next workshop.</p> <p>Monday 11th Feb. scheduled in for then. CL&T to Swap</p>		

ITEM NO.	ITEM	Owner	Date Due
	<p>with Workshop. <u>6th Form</u></p> <p>SSA proposed we maintain the 6th form. LW 6th form may not take in the amount of pupils it needs. Complete review of the financial situation required. AH to report back.</p> <p>KB. If it's not viable we may need to close the 6th form. MP raised concerns from colleagues about the likely effect of closing P16 on staff.</p> <p>DR updated ref: Devon Health Care for P16, this had previously stalled however new person in charge and appears to be moving forward again.</p> <p>.</p>		
18/19.23	<u>Monitoring performance data</u>	KB	
18/19.24	<p><u>Report from Standing Committees:</u></p> <p><u>C,L&T</u></p> <p><u>Finance & Premises</u> - Approved accounts. F&P meeting was held, audit feedback to all regarding Ann and the team was good. No issues. Companies' house is now updated. Purchase of Alcohol not permitted. LW confirmed all amendments had been made and GS Signed off accounts for uploading to companies house. Current 3 year budget discussed but further work is needed.</p>	Chairs	
18/19.26	<p><u>Governor visits – Attached</u> Not for discussion None</p>	LW	
18/19.27	<p><u>Policies</u> Link Template- KB and AG to amend document. Careers Strategy Draft- Approved Pay Policy-Amendments have been made. Approved College improvement plan- Approved</p>	KB	
18/19.28	<p><u>Items at the discretion of the Chair</u> None</p>	LW	

The meeting ended at 7.17 pm.

Signed CHAIR:-

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Approved as a true and accurate record of the Meeting on the 17th December 2018.

Date of Next Meeting: Monday 28th January 2019

Membership: 15 Governors – Quorum 4

Kevin Bawn	Principal
Ben Brook	Parent Governor
Michael Davies	Co-Opted Governor
Ceri Johnson	Parent Governor
Melanie Prance	Staff Governor
Dorf Ruscoe	Member Appointed
Simon Sanger-Anderson	Member Appointed
Gina Stroud	Co-opted Governor
Tina White	Parent Governor
Crawford Winlove	Member Appointed
Sophy Norris	Parent Governor
Aude Odunlade	Staff Governor (Mat leave)
Paul Colin	Member Appointed
Dave Walter	Parent Governor
Laura Waycott	Parent Governor