



An Daras Multi Academy Trust

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Chief Executive Officer – W Hermon
Academy Improvement Officer – N Swait

18/06/18

Minutes

An Daras MAT Board of Directors – Full Meeting Summer 2018 Monday 18th June 2018 at 9.30am at ADMAT Central Office

Note that actions are highlighted in bold and red, and will be carried forward to the next meeting and questions or challenges during the meeting are highlighted in bold and blue

1. **Welcome and Apologies**

Present: Brian Jennings (Chair), Graeme Barriball, Amanda Jefferies, Bex Couch, Will Hermon

Apologies: Claire Paul, Sally Cooksey

In attendance: Clerk, Emma Gilbert (CFO designate), Jo Callow (Ex Officio)

2. **Declarations of Interest/Pecuniary Interests Relevant to this Agenda**

None declared relevant to this agenda and the Clerk collected in the latest annual declarations. WH and JC are employees of ADMAT.

3. **Confirm Minutes of Previous full Board Summer Meeting (5th March 2018) and Matters Arising**

- Compile a simple crib sheet displaying key information for all schools (WH & JC). *WH showed the Directors an example crib sheet that combines finance, governance and data.*
- Seek compliments from partner agencies (WH). *None received but Directors keen that positive feedback is sought.*
- Action from confidential minutes (WH). *Complete and superceded.*

The Board agreed the minutes, including the confidential minutes, and the Chair signed a copy.

4. **Confirm Confidential Minutes of Extra-Ordinary Full Board Meeting Spring Term (18th April 2018) and Matters Arising**

No actions.

The Board agreed the minutes and the Chair signed a copy.

5. **Confidential Agenda Items**

Staffing restructure is covered at confidential minutes.

6. **Approve Budget**

The detail of the budget forecast is covered at confidential minutes. Final budgets will be placed on the portal, and notified by the Clerk, for approval by Directors before the end of term.

7. Risks and Improvement

a. Risk Register

The latest version has been made available to the Directors for consideration. WH talked through the key risks including staff absence and loss of staff, staffing skills and retaining best staff, admissions and falling rolls, future funding, standards, business systems failures, quality and timeliness of management information, GDPR and managing governance. The risks are more internal rather than external this year. The Chair noted that some of the risks have been identified in a timely manner that allows us to do something about it, and this may go further with more centralisation to allow the MAT to support all schools and all the children within the MAT in future. The Directors were content that the risks illustrated on the risk register are a fair reflection of the risks to the MAT.

The Chair thanked WH, JC, EG and the team on behalf of the Board for their hard work with managing the risks and getting to the bottom of budget issues and planning.

b. SEF

Covered at school level.

c. MAT Improvement Plan

The latest version has been made available to the Directors for consideration. WH highlighted key points and Directors were content.

8. CEO Report to the Board

Directors acknowledged the CEO report. WH highlighted his concern with achievement of boys who are at age related expectation and the Directors discussed behaviour, response to teachers, learning behaviours and different methods of teaching. **Directors challenged whether teachers plan across the MAT or individually, and whether teachers are looking at innovative ways to teach the curriculum.** WH noted that there is a lot to squeeze in the time allowed and this will need to be looked at, but outdoor learning and sport is used to enhance learning. WH noted some on-going work with curriculum development and some other key areas. He finished with highlighting the draft Management Partnership contract with Princetown Primary showing the responsibilities of the school and the MAT. Directors were content to adopt and for WH to take to Princetown's IEB group in July for agreement.

9. Revise Annual Director/Trustees Report

Directors agreed to follow the usual format. WH will get approval from the Chair.

10. LGAB Review Outcomes

A working group will be held on 28 June 18 at 9.30am and more will follow. The Chair offered key highlights from the review.

11. Review Documents

a. 'Characteristics of a Successful MAT'

Nothing to report.

b. Complaints and Compliments

Nothing to report.

c. **Christian Foundation Delivery**

Nothing to report.

12. **Items Brought Forward from LGAB Meetings**

None.

13. **Items Brought Forward from Sub-Committees**

a. **Resources, Staffing and Safeguarding (RSS)**

Final redundancy figures will be placed on the portal, and notified by the Clerk, for approval by Directors. This is linked to the budget at item 6.

b. **Finance and Strategic Development (FSD)**

None

c. **Teaching, Learning and Achievement (TLA)**

Rebecca Brewer presented the outcome of her research regarding family engagement. She covered where we were, where we are now and recommended the way forward. She recommended a mind-set change including sharing responsibility of the child's progress and finding common ground, sharing curriculum plans (encouraging families to do activities at home that support the curriculum), student academic counselling (30 minutes with family 2 way conversation) instead of the traditional written report, encouraging families to come into school and let the children show them how they learn, adopt the FAST programme (families and children attend a meal in school and explore learning together).

d. **Audit (Au)**

None

14. **Finance**

The Audit committee recommended using Bishop Fleming as the external auditor. The Directors agreed with this and proposed the use of Bishop Fleming to the Members.

Action: Approval of External Auditor on the Members agenda (Clerk)

15. **Appointment of Directors**

The Clerk highlighted the current figures for Members and Directors, where the gaps are and some suggestions. Recruitment is required and will be discussed further at the working group on 28 June 18.

16. **Skills and Training**

Nothing required at this time.

17. **Any Other Business**

None.

18. **DONM**

Autumn term meeting dates to follow after the LGAB working group as the MAT meeting cycle will be discussed at this meeting.

The meeting closed at 12.20 pm.

TJH Martin

Clerk to Board of Directors

Distribution List:

B. Jennings – Chair/Director	S. Cooksey – Director
C. Paul – Director	W. Hermon – CEO Director
A. Jefferies – Director	E. Gilbert – CFO
G. Barriball – Director	J. Callow – Ex Officio Observer
R. Couch – Foundation Director	