

Ted Wragg Trust meeting

Date: 22nd January 2015

Venue: Boardroom, St James School, Summer Lane, Exeter EX4 8NN

Time: 16.30-18.30

Attendees: Debra Myhill (Chair)
 Roger Fetherston
 Simon Gregory
 Steve Hayfield
 Richard Jacobs
 Saxon Spence

Moira Marder
 Jo Davis

Minutes: Steph Barnard

		Action
1.	<p>Welcome, Apologies, and declarations of Interest Apologies were received from Tatiana Wilson, Sue Baker & Rob Bosworth.</p> <p>No declarations of interest were recorded.</p>	
2.	<p>Minutes of Previous meeting The minutes of the meeting on 6th October were agreed as an accurate record.</p>	
3.	<p>Matters Arising</p> <ul style="list-style-type: none"> • SCB has arranged the meetings for 2015-16 for the Trust. Attendance for all meetings is being recorded. • Website – SCB has taken over the administration of the website from VC and is looking into making it more functional for the Trust. • MM has some new photos of St James and will send these to SCB to put on the website. • RB circulated the 3 year plan to the Trust. • Whipton Barton LGB – JD will raise this later in the meeting as the skill set for Governors will be completed when they federate. 	<p>SCB</p> <p>MM</p> <p>JD</p>
4.	<p>St James Head Teacher Update MM highlighted the key things as follows:</p> <ul style="list-style-type: none"> • Data – MM is pleased as this is on track and St James are continuing to perform strongly. • Key areas to look at this year are French and Humanities. St James has had Challenge Partners in last week, which is like a mini ofsted, and asked them to look at areas where they were not doing well so they can see where they need to improve, or highlight areas that may have been missed. St James are in a strong position but the review highlighted that they are borderline for Ofsted. • MM confirmed that St James will be full for September. The Trust acknowledged that this was a fantastic achievement for St James. 	

	<ul style="list-style-type: none"> MM is concerned about the number of exclusions. HMI don't think their numbers are a problem but MM feels they need to do more. Most are linked to SEN students. MM suggested that this may be something that could be discussed across the Trust. JD suggested a Thrive Room, which can work well. MM will go and have look at this. <p><u>Questions</u></p> <ul style="list-style-type: none"> RF asked if the crunch for Ofsted will be what they see in the classroom. MM confirmed this and will keep the Trust informed. SS stated that there was inadequate funding for pupils with complex needs. SS mentioned that the Learn2Live trust is not getting funding for special education and this seems to be a real crisis for many others at present. JD reiterated that it is worth investing in the Thrive approach as it is personalised to the child. RJ asked if it was possible to join up with Isca, as they also have a similar situation. MM explained that she had spoken to BM about this. The Trust discussed the various issues around this. SS raised that there was an increasing number of children registering at Exeter schools with no English (SS gave an example from Newtown school who were children of staff/students at the University) so wondered about support for this. Should the Trust raise this with our MP, including the issue around special education? SS explained that there seemed to be no support for families at the University. DM will take back to the University but not sure what they can do. RJ added that the Trust should show that it is important to work as a team across Exeter to try to solve these problems as our schools won't be alone. 	<p>MM</p> <p>MM</p> <p>DM</p>
<p>5.</p>	<p>Whipton Barton Head Teacher Update</p> <p>JD asked if in future it would be ok to amalgamate the two schools onto one form. All agreed with this request.</p> <p>JD highlight the key areas:</p> <ul style="list-style-type: none"> Data tracking is difficult at present. There are 3 different curriculums in place across different age groups. Assessment isn't a problem and they can see progress but can't track this across the years. It may be a problem for parents going forward. The Trust discussed data tracking systems. JD explained that the main worry is standardisation across the schools. DM questioned if they know any other schools that have a good system. JD explained that they weren't aware of any at present. JD confirmed that they have data leaders in both schools. MM added that St James' Data leader left at Christmas and they are looking to have a potential Trust appointment for this role to give consistency across the Schools. This would be a good resource for the trust. JD added that they don't know what they will be measured on next year which makes things difficult. JD agreed with RF that at present the books are the best way of monitoring progress. MM to start a pilot with JD on progress for primary school. JD explained that Whipton were in a consultation process at present. JD circulated the letter that has gone out to explain this. DM agreed to email Chair@whiptonbartonjunior.devon.sch.uk or the infants email address for Whipton to respond and show support of Trust. 	<p>MM/JD</p>

	<ul style="list-style-type: none"> • JD explained that regarding attendance they have put a lot of measures in place to improve this. There are 2 bears that can be won for timeliness and attendance. Attendance is now 4 points up. <p>DM asked to formally note in minutes the Trust's congratulations to Whipton Barton for being identified as best practice school by Babcock.</p> <p>JD raised the following points:</p> <ul style="list-style-type: none"> • There is an issue on the boundary fence of the school. The house that backs on to the school has had an extension which breaches the boundary. JD confirmed that they have sent a letter to the Trust with photographs to update them. SG explained that technically they are trespassing on the schools land so this needs to be followed up. JD will check with Karen where the letter is and DM will check her office at St Lukes to see if it has been received. DM/JD will then action this. • DM asked that once they have gone through federation the Governors need to conduct a skills audit and let the Trust know where the gaps are so that the Trust can see what they can do. JD explained that there may be 5 spaces. JD explained that particular specialisms that need to be covered are finance and HR. 	<p>DM/JD</p> <p>JD</p>
<p>6.</p>	<p>Governor Appointment Process</p> <p>DM suggested that the Trust needed to think a bit more about how we attract more Governors. DM has written a statement to show what the role entails and a document outlining the Trust and its vision. DM has sent this out to interested parties which has resulted in people coming back with questions.</p> <p>DM suggested that a form be created to formalise interest from potential governors. SCB explained what was in place at Exeter College – i.e. new governor pack. All agreed for DM/SCB to action this and prepare a pack and also a form for them to fill in to show their interest.</p> <p>DM agreed to circulate the information already produced to the Trust so that they can use this to help find new Governors.</p> <p>SS raised the issue about meeting timings as this effects the type of governor you get as they need time off to attend meetings. There is a potential job to be done here to encourage employers. SG explained that the awareness of employers for governor activity within staff is increasing under the Corporate & Social responsibility agenda.</p>	<p>DM/SCB</p> <p>DM/All</p>
<p>7.</p>	<p>Formal approval of new Governor at Whipton – Mike Beresford</p> <p>DM proposed to accept Mike Beresford as a Governor at Whipton. All agreed. 7 governors will need to be sponsored by the Trust in total when the schools are federated.</p>	
<p>8.</p>	<p>Trustee Appointment – Lewis Banfield</p> <p>DM formally proposed Lewis Banfield to join the Ted Wragg Trust & the Multi-Academy Trust as the Principal Finance Officer, to replacing VC. Lewis is an accountant with Francis Clark. All agreed to formally appoint Lewis to the Trust and the Multi-Academy Trust.</p>	

	<p>AOB</p> <ul style="list-style-type: none"> DM confirmed that Ray Beale has now said yes to joining the Trust. His PFI knowledge is fantastic and is a procurement expert. DM/SCB to put in place process to appoint Ray to the Trust. DM informed that Trust that she had had a meeting with the Regional Schools Commissioner on Monday with Rob. DM explained that it was interesting to hear his views. He is acting as gatekeeper for new academies and is reluctant to see single school academies. Sir David Carter is very supportive of us and felt that the Trust provided a local solution. DM felt that we could contact him if we need to. SS asked if he had any responsibility for free schools. DM explained that they hadn't asked this. MM discussed ideas around Devon Action which is going to be cut by Devon County Council as it doesn't fit with their vision on what they want to do. MM explained that St James may take this forward. DM responded that once things were stabilised in terms of Cranbrook then this was something that the Trust can look at going forward. 	DM/SCB
	<p>Date of next meeting: Monday 11th May 2015</p>	
	<p>Future agenda items:</p>	