

Academy: The Aspire Multi- Academy Trust
Meeting title: Meeting of the Board of Directors
Date and time: Thursday 30th April at 4.00 pm
Location: Virtual attendance via Zoom

Membership

'A' denotes absence

	Mr K Daniell	KD
	Mr M Skinner (CEO)	MS
	Mr P Golightly (Chair)	PG
	Mrs C Meese	CM
A	Mr M Fielding	MF
	Mr C Anderson	CA
A	Mr R Sewell	RS

In attendance

Sue Harrison Clerk to the Board	Clerk
Mrs H Detheridge – MAT Finance and Business Manager	MFBM/HD
Kate Watson -HT OTP	KW

Glossary

ABC	Archbishop Cranmer CofE Academy
ABM	Academy Business Manager
BJ	Brown Jacobson (Solicitors)
CEO	Chief Executive Officer
DBE	Diocesan Board of Education
EBSP	East Bridgford St Peter's CofE Academy
FWC	Finance & Workforce Committee
GPS	Gunthorpe CofE Primary School
KWS	Kirkby Woodhouse Primary School
LA	Local Authority
LGB	Local governing body
MAT	Multi-Academy Trust
MFBM	MAT Finance & Business Manager
RSC	Regional Schools Commissioner
SJS	Sir John Sherbrooke Junior School
OTP	Oak Tree Primary school

Action**BD/20/18 Apologies for absence**

Apologies had been received from RS and MF. The apologies were accepted.

The chair welcomed KW to the meeting and BD/20/23 was discussed at this point.

KW left the meeting 4.36 pm.

BD/20/19 Conflicts of interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

BD20/20 Minutes of the last Board meeting –6th February 2020

The minutes of the previous Board meeting held, 6th February 2020 having been previously circulated, were **CONFIRMED**.

BD/20/21 Matters Arising (not otherwise on agenda)

BD/19/64 – Consider other examples of SoD -deferred due to Covid 19.

Agenda

BD/20/05 - A review of the MAT by the RSC planned for March 24th is now on hold. MS is waiting for the RSC to contact him; however, given the current pandemic situation this is now likely to be just before, or after the summer.

BD/20/10 -Attendance at OTP. To be deferred until the autumn as not appropriate due to Covid 19. **Autumn**

BD/20/12 – PG to take H&S policy to LGB Chair’s forum- deferred due to Covid 19.

Agenda

See confidential note.

BD/20/22 CEO’s report

The CEO spoke to his report which had already been circulated and was available to view on the Hub. He highlighted the headlines of his report invited questions from the Directors.

22.1- Overview of school closures during pandemic -The schools mobilised quickly to provide for the children of critical workers and the vulnerable, and to establish home learning within the first week. Risk assessments were completed to ensure staff safety and protect those that needed to be shielded. Staff are in school on a rota basis to limit risk which allows them to come into school around once every 5 days.

22.2- Pupil numbers - The numbers of vulnerable children attending school are low which is consistent with the national picture, however the headteachers have reported that the parents of some of the vulnerable children have said that they now intend to send the children into school, which will only be confirmed by future attendance.

22.3 -Home learning- With the exception of OTP (as it remains in special measures which allows for the Board to be involved in teaching and learning), the other academies have managed this independently. All the schools are managing this well using their own styles, no schools are opting out of any communication with the children as is happening in some areas. The comments received from parents supports that staff liaising with the children aids to motivate the children, and there is now a good balance of both distributing and monitoring the work sent out.

PG asked if the schools had shared their different styles of practice to enable them to learn from one another. MS noted that this was an agenda item for his meeting with the headteachers.

CM asked if the materials from the Oak National academy had been utilised by schools. MS informed that some schools had signposted parents to the resources however all the schools had already developed their own before the Oak academy came online.

CA observed that the notes suggested a different level of follow up between different schools. MS responded that there was always going to be limits to the impact of an email or conversation, whether it is via phone or email, those schools that are responding in a speedy fashion are making the most impact for the children. Sharing this with the headteachers will demonstrate this to the schools. KWS are currently giving most feedback, however different schools are working with different communities, and

different levels of parental motivation. MS was requested to inform headteachers that this information was being shared on behalf of the Board.

22.4 -Employee issues- One member of staff was recovering from Covid 19.

MS was thanked for his report.

BD/20/23 OTP- Summary of issues specific to OTP.

See confidential note

BD/20/24 MAT Expansion

24.1 - Winthorpe Primary

HT at Winthorpe is now joining Aspire HT meetings, even though they have not yet officially converted. Conversion is currently on hold due to current circumstances, but it may still be completed in the autumn term. Liaison with Winthorpe is ongoing, and communication with the RSC and the LA.

24.2 -Philip Tillman

PG reported on the recent death of Philip Tillman due to Covid-19. He was instrumental in setting up the MAT, and guided the conversion of the MAT's four subsequent conversions. His passing will be a massive loss to the MAT and also to all who know him and relied on his knowledge and expertise. This will have a significant impact on the MAT in the longer term future but also with the ongoing conversion of Winthorpe School. It is unclear at what stage PT had got to but he was taking the substantive conversion role, liaising with LA, RSC, unions, solicitors, MAT and school. MS and HD will contact the main parties involved to determine the way forward.

Finance & Workforce Issues.- KD chaired this section of the meeting as PG had technical difficulties.

BD/20/25 HD gave updates on the following financial issues:

25.1-BFRO report – This had been cancelled by the SFA for this year due to Covid 19, and submission was no longer needed.

25.2-SMRA report strategy – HD had received this back for review earlier in the day. This had been put on hold due to Covid 19, however this would need to be addressed but there was no external time pressure to do so.

25.3–Risks for Internal Audit -This had been planned for the summer term, and HD was hopeful that this could be completed at the end of the summer term. HD had spoken with Streets accountants who had advised that the Board can identify risks that they would like to have a focused audit as it does not have to be in a particular format, or they could request a general audit. HD agreed to discuss with MS and PG to address this.

25.4- CIF bids -The results of these have been delayed and are now expected in early May. There are two projects currently ongoing at ABC and KWS which should have been finished at Easter but are now on hold.

KD noted that when he visited ABC there was a degree of frustration in the contractor and that the work had not been completed and enquired if this had this been resolved in a positive way. MS informed that there had been lots of apologies afterwards in the way the site had been disrespected, and it had been resolved.

**HD/PG/
MS**

Directors discussed the financial implications if the work was not completed in the allotted time frame. HD informed that she had to apply to ESFA for an extension to the deadline and will have to reapply as the extended deadlines have now been missed again, The DfE have approved the extension on both projects, agreed to the funding but have said any overspend would be Aspire costs. Any such costs would be passed to the contractor as they know that they have to fund the project within the budget. The data for the projects is managed by HD not at school level and it is believed that it will be completed over the summer.

25.5-Finance impact of closure – The impact in terms of finances is as yet unknown. Schools where they have big after school income provision will be more severely impacted.

PG enquired as to which schools were most vulnerable to this. HD responded EBSP, GPS, and KWS to a lesser degree; they will therefore need to reforecast their budgets.

See confidential note

PG resumed the role of chair.

MAT policies

A draft copy of the Virtual meeting policy had previously been circulated to Directors for consideration.

BD/20/26

Directors discussed clarification needed; ‘recording’ to become ‘audio recording’. The potential value of recording meetings was discussed and it was agreed that if recording is needed, to be discussed prior to each meeting.

Directors unanimously **APPROVED** the Virtual meeting policy.

Approval of new LGB members

There had been no requests for approval received.

BD/20/27

PG proposed that if any LGB members terms of office become due for renewal during the pandemic period, that their term of office be extended for a period of up to 6 months, PG to discuss this with the Diocese and inform LGB chairs. Directors **AGREED** to this proposal.

OTP IEB- response awaited from Dr. Wilson as to his intention of continuation as an IEB member following his resignation from the Board. CA agreed to attend next week’s meeting and long-term membership of the IEB to considered at a later date.

AOB

There was no AOB.

BD/20/28

Confidentiality

Directors **AGREED** that the following would be deemed confidential-

BD/20/29

BD/20/05-Ofsted inspection of KWS
BD/20/23 -Oak Tree Primary
BD/20/25 - Finance & Workforce Issues.

BD/20/30 Date and venue of Board meetings for 2019/20

PG proposed that it would be beneficial to hold short half hour virtual meetings at the end of each month during the Covid 19 period. All Directors were on agreeance. PG to schedule dates for same.

PG

Date previously arranged

- Thursday 16th July 2020 at 6 pm

All meetings to be held virtually

Meeting closed 5.35 pm

Signed(Chair) Date