

ETHOS ACADEMY TRUST

BOARD OF TRUSTEES MEETING MINUTES

Thursday 6th July 2023 via MS Teams

Present:	Victoria Del Giudice (VDG)	Chair & Trustee
	Karen Bennett (KB)	Trustee
	Gary Cox (GC)	Trustee
	Graham Dewhirst (GD)	Trustee
	Jem Greenwell (JG)	Trustee
In Attendance:	Andy Percival (AP)	Trustee
	Dewi Bennett (DB)	CFOO
	Lesley Conway (LC)	HR Manager
	Jayne Foster (JF)	CEO
	Rajeev Gupta (RG)	Member
	Katie Stevens (KS)	Member
	Sarah Corbridge (SC)	New Trustee (observing)
	Melanie Nightingale (MN)	Clerk to the Board

Item		Action
1	Welcome, Apologies & Declarations of Interest	
	Introductions were made. Two new Trustees, Andy Percival and Sarah Corbridge, were welcomed to their first Board meeting.	
	There were no declarations of interest.	
2	Previous Minutes & Matters Arising	
	<u>Resolved:</u> the minutes of the Board meeting held on 30th March 2023 and the extraordinary Board meeting held on 27th April 2023 were agreed as an accurate record.	
STRATEGY & PLANNING		
3	Committee Recommendations / Outputs	
	<u>Learning & Achievement Committee</u>	
	VDG reported as follows:	
	<ul style="list-style-type: none"> This was an excellent meeting that had become more strategic with input from the Director of Education. The two new school improvement members of staff had already had a positive impact. The Trust Safeguarding Lead had presented the new Trust safeguarding strategy and presentations were given from the curriculum and behaviour professional networks. The new KPIs linked to all strands of quality of education were received and the criteria behind the school improved RAG ratings were explained. Evolve was receiving additional support from the SEMH and Behaviour Lead. Engage was also receiving additional behaviour support due to being significantly over PAN. 	

Agreed as an accurate record

Signed: Print Name:

Dated:

ETHOS ACADEMY TRUST

BOARD OF TRUSTEES MEETING MINUTES

Thursday 6th July 2023 via MS Teams

Finance, Audit & Risk Committee (FARC)

GC reported as follows:

- EAT had received more than expected into reserves from the transfer of Enrich Academy. However, this would be used to improve the school and also support the Wakefield academies as a whole.
- The Trust had moved from a steady state with the three founding academies to an expanding Trust with a mix of schools where investment was needed in estates or school improvement for the newer schools. The aim was to build financial stability to support growth.
- The finance team and processes needed to change in order to support Trust growth and DB would explain this further.

Evolve Academy Performance Review Committee (APRC)

KB reported as follows:

- Enrich Academy had been incorporated into the Evolve APRC to form the Wakefield APRC.
- The APRC had developed over the academic year and more challenge and discussion was taking place at meetings.
- There had been a period of leadership change at Evolve.
- A self-evaluation process was carried out at the last meeting of the academic year and one development point was to improve two-way communication between the Board and APRCs.

Elements Academy Performance Review Committee (APRC)

- First academic year of operation.
- A new School Business Manager with a finance background had been recruited and was looking at cost savings, pupil premium and free school meals
- The shared use agreement had still not been signed off, which posed a risk, as the front entrance area could not be fully closed off.
- An APRC effectiveness review had been carried out. Areas for development included communication to the Board and bringing the Trust strategy to life at Elements.

Action 3.1: APRC self-evaluation / effectiveness review findings to be shared with the Board.

MN / VDG

4 Executive Summary

Budget Approval 2023/24

DB and GC explained the changes to the budget planning process due to the different stages that the academies were at. A high level consolidated operational budget and capital expenditure plan had been agreed by FARC on 22nd June 2023 for recommendation to the Board. Subject to Trustee agreement, this information would be submitted to the ESFA

Agreed as an accurate record

Signed: Print Name:

Dated:

ETHOS ACADEMY TRUST

BOARD OF TRUSTEES MEETING MINUTES

Thursday 6th July 2023 via MS Teams

(Education and Skills Funding Agency) and further work would be carried out with each academy to produce a set of budgets at academy level, which would generate a surplus on a consolidated level with some contingencies. Each academy would be accountable for its budget and would continue to refine and re-forecast. Key assumptions were as follows:

- Kirklees academies – small loss due to the change in contracts following the tendering process.
- Other academies – 2% surplus expected.
- Central budget – break even.

The Chair explained that there were more unknown factors this year due to the changes at Kirklees. However, the stabilisation and recovery plan would explain this further.

Resolved: Trustees approved the consolidated 2023/24 budget for submission to the ESFA.

Stabilisation and Recovery Plan

[This section has been redacted and included in a separate set of confidential minutes]

5 School Improvement

Ann-Marie Oliver (AMO), Director of Education, reported as follows:

- The updated School Improvement Strategy, which had been developed with the inclusion of the two new school improvement roles, had been included in the Board pack.
- Lead Practitioners were being embedded in line with the strategic objectives. They provided peer to peer support within the Trust as well as external support to other schools.
- Seven professional networks had been set up, some of which had presented to the Learning and Achievement Committee this academic year.
- KPIs had been developed collaboratively to RAG rate the quality of education within each school on a termly basis and the annual categorisation meeting had been held recently.

[LC left the meeting at 6pm]

- Holistic progress measures had been recently developed, which took into account the child's background and potential barriers to learning. Children were placed on pathways based on this information. Students on Pathway 3 had the most barriers to learning (e.g. trauma, prior academic achievement, learning difficulties). Holistic progress was a combination of attendance, academic data and SEMH progress, taking into account the barriers pupils experienced.
- The MAT assurance network was included in the Board pack. Individual academies had different curriculums in line with student needs and a set of curriculum principles would be developed for the Trust next academic year.

Agreed as an accurate record

Signed: Print Name:

Dated:

ETHOS ACADEMY TRUST
BOARD OF TRUSTEES MEETING MINUTES
 Thursday 6th July 2023 via MS Teams

	<p>Trustees asked about the RAG rated overview of all academies side by side and suggested it would be useful to have a comparison against the previous term.</p> <p>Action 5.1: AMO to provide a comparison against the previous term with future combined assurance RAG rating reports.</p> <p>Trustees asked if support was being replicated in the HR and finance elements of the RAG ratings in the same way as school improvement support for the education categories. DB explained that more measurable indicators would be developed for the HR and finance areas.</p>	AMO
GOVERNANCE & COMPLIANCE		
6	Policies & Statutory Documents	
	<p>The Equality Policy had been included in the Board pack. Due to time constraints, it was agreed that Trustees would provide email approval to the Clerk after the meeting.</p> <p>Action 6.1: Trustees to approve Equality Policy via email after the meeting.</p>	Trustees
7	Meeting Reflections / Impact	
	Not discussed.	
8	Any Other Urgent Business	
	<p>It was ratified that Trustees had recommended the appointment of Sarah Corbridge as a Trustee to Members via email on 9 June 2023 and Members subsequently passed a resolution to appoint SC.</p> <p>The meeting schedule for 2023/24 had been included in the Board pack and meeting invites had been circulated.</p>	
9	Appointment of Clerking Provider	
	<p><i>The Clerk left the meeting at 18:07 to enable the Trustees to discuss the clerking contract for 2023/24.</i></p> <p>Resolved: Trustees approved the appointment of EduClerks as clerking provider for the 2023/24 academic year.</p>	

Action Points	Responsibility	Completion
• Action 3.1: APRC self-evaluation / effectiveness review findings to be shared with the Board.	MN / VDG	August 2023
• Action 5.1: Provide a comparison against the previous term with future combined assurance RAG rating reports.	AMO	March 2024
• Action 6.1: Approve Equality Policy via email after the meeting.	Trustees	10/07/2023

Agreed as an accurate record

Signed: Print Name:

Dated: