



	<ul style="list-style-type: none"> <li>• MC also reported that the Governors had undertaken two visits to the school during the spring term, one for tutoring and the other to the sixth form. This had shown real progress and MC was pleased to report that the tutoring was on an upward trajectory and significant progress had been made from one year ago. The Academic Review days had been well received by staff and there was still work to do with parents and students but this was early days. The Sixth Form visit also showed significant improvement and students had been very positive about the Sixth Form. There was anxiety around the new specifications for A level courses but staff were working hard to do the best they could with the resources available.</li> <li>• MC told the meeting that she had recently been to hear Sir David Carter speak at a DfE meeting and he had told attendees that the DfE were no longer looking at small MATs but were encouraging the formation of large MATs across the country. Where schools were not consistently good or below, the Regional Schools' Commission would intervene and schools would be assigned to existing MATs. She reiterated that she believed it was better to drive the change rather than be assigned to an existing MAT. There was also no more funding available for schools.</li> <li>• MC said the recent restructure had gone well and thanked staff, especially SLT for their continuing hard work.</li> </ul>	
5.2	<p><u>Update on the MAT</u></p> <ul style="list-style-type: none"> <li>• AEG presented the Governors with an update on the MAT developments and gave a presentation on the current stage of development. He explained that the original meeting had taken place in November 2016 and since then a lot of work had taken place to produce various draft documents to include a Mission Statement, Scheme of Delegation and Overview of Governance all of which would be circulated ahead of the meeting on 8 June. He had met Brian Message, the potential sponsor with Sam Griffin, Headteacher of St Ivo School, most Tuesday afternoons to progress the MAT development and laterally with Dave Riddick and Agnes Chiano from the Ivo to help with the financial information and benchmarking exercise.</li> <li>• He explained that the timescale for development was critical and he hoped that at the meeting on 8 June, Hinchingsbrooke Governing Board would be in a position to ratify a decision to form a MAT. He was happy to answer any queries outside the meeting with regards to any concerns governors had. He added that it had already been agreed that doing nothing was not a good option and existing MATs had not offered anything unique. He genuinely believed that progression with Brian Message as a sponsor would bring the schools great networking opportunities with HNWIs and MPs which could bring funds and or equipment to the schools along with opportunities for students in creative development.</li> <li>• AEG went on to explain the structure of the MAT and the levels of Governance within in. He said that the Trust would incorporate 8-10 Directors with 5 Trustees or Members who appoint the Directors. AEG explained that he hoped the Trustees would incorporate a representative from Hinchingsbrooke and St Ivo but stressed that the Trustees were there to represent the best interests of all the schools in the MAT and not the individual schools. Accountability of the Headteachers in individual schools would remain with the local governing board but that the legal entity would be with the Members and Directors of the MAT Board. He said that stage one would be the formation of the MAT with the four founding schools (Hinchingsbrooke, Ivo, Cromwell Primary and Spaldwick Primary) and the consolidation of good practice within the schools. The second stage would be the growth of the MAT. AEG said the focus was on local schools joining the MAT as it was geographically important to work across the schools and retain the local community feel.</li> <li>• AEG reported that the vision for the Trust was based around the notions of the 3C Academy and the three Cs were: <ul style="list-style-type: none"> <li>➢ Communications</li> <li>➢ Confidence</li> <li>➢ Connection</li> </ul> </li> <li>• All of which helped to develop student skills for life and employability. He added that discussions had also included a fourth C, Creativity.</li> <li>• AEG explained that there was no additional finance to set up the MAT and that he would be giving his time along with Sam Griffin. He highlighted this in a section of his presentation where he had allocated time costings of relevant staff. He added that in time there was the</li> </ul>	AEG

Signed  
Date

Meryl Clusker  
13/1/17

	<p>possibility of £45K which would be available from the DfE should one of the Primary schools be the supported school joining the MAT, adding that BC had already agreed to help the governors of that school through the difficult period ahead and that Tim Coulson, RSC, was keen for that primary to join this MAT. AEG went on to say that Ivo and Hinchingsbrooke were exploring joint working already with a view to sharing staff with expertise and teams across their two school sites.</p> <ul style="list-style-type: none"> <li>• AEG concluded by saying that he believed not progressing with a MAT with BM as sponsor would be a missed opportunity and hugely disappointing. He hoped that the governors would be in a position to ratify a decision to progress a MAT with BM as a sponsor on 8 June.</li> </ul> <p><u>Governor Questions / Comments:</u>  <b>A question was asked over who employed the staff in each school.</b>  AEG replied that they would be employed by the Trust and that when the school converted to an Academy, existing staff would move across under TUPE Regulations to the MAT Trust and some had already experienced this when the school became an Academy. New staff would be employed directly by the MAT. He added that staff could then be deployed to work across the schools within the MAT as required.</p> <p><b>A question was raised regarding the meeting on 8 June and who would be attending.</b> AEG and MC confirmed that it would be all Hinchingsbrooke Governors, Brian Message and Charles Glanville from the Ivo. <b>A request was made to include a primary school representative and it was agreed that an invite could be extended to the primary schools interested.</b></p> <p>It was noted that bringing schools together could achieve real savings in a difficult financial climate.</p> <p>A discussion was held over the meeting on 8 June and MC confirmed that it was an opportunity for Hinchingsbrooke Governors to raise any queries before progressing further. AEG clarified that it was hoped that by the end of the academic year, all four schools would be in a position to progress to a MAT having formally ratified the decision to progress. MC concluded by saying that at some point a leap of faith would be required and the decision would need to be made on the future of the school.</p>	MC/AEG
5.3	<p><u>To receive the Strategy Committee Report 05/05/2017</u></p> <ul style="list-style-type: none"> <li>• The Strategy Committee Report had been received and circulated ahead of the meeting. MC reported that she had been reviewing the structure of the Governing Board and would bring this back to the next FGB meeting in July to update governors. She added that she was also in the process of reviewing the format of the Principal's report and was aware of the amount of work it took to produce. She asked for any questions on the report and none were received.</li> </ul>	MC
6.	<b>To Ensure Accountability of the SLT for the Educational Performance of the School</b>	
6.1	<p><u>To receive the Principal's Report – May 2017</u></p> <ul style="list-style-type: none"> <li>• The report was received. AEG took the report as read and welcomed any questions. He added that the restructure of the Directorates to Faculties had been progressed with recruitment of new Heads of Faculty now completed. He was currently in the process of backfilling the positions of those staff promoted.</li> <li>• AEG reported that the structural deficit needed to be reduced by £250-£300K and he had presented Strategy with various options to achieve this. As a result, the school was now in the middle of a consultation period with redundancies of 4 staff, the Director of Operations, HR Officer, Cover Manager and the School Nurse. AEG proposed to recruit a Business Manager who would potentially work across Hinchingsbrooke and Ivo and an Administrative Assistant to assist the Business Manager as well as a First Aider to man the medical room.</li> <li>• A discussion was held over the possibility of increased student numbers and AEG replied that there was an application for a Free School (secondary) in Godmanchester which could have a negative impact on numbers of students at Hinchingsbrooke. Predictions showed an increase in student numbers in the short term but in the longer term numbers decreased in the area. AEG added that it was a shame that the MAT could not sponsor the new school should it be successful as the MAT was not yet up and running. HE had not yet had chance to speak to Tim Coulson RSC.</li> </ul>	

Signed  
Date

Meryl Clusker  
13/7/17

	<p><u>Governor Queries / Comments</u></p> <p><b>A question was raised over the recruitment of the Business Manager and Assistant.</b> AEG confirmed that they were two posts and that the First Aider would be appointed on a term time only contract.</p> <p><b>A question was raised over how the exams were going in school.</b> AN replied that on 15 May 600 students had sat their GCSE RPE exam which had required military organization to facilitate. She added that credit should be given to Anna Grantham the Exams Officer and also the very new Head of RPE who had undertaken a walking talking mock exam to ensure everyone knew where they should go and when. Masterclasses were going well and they were helping students with their confidence. It remained to be seen how the results would look and given it was the first year with the new specifications, predictions were difficult. AN added that with RaiseOnline also changing, this created additional challenge. The governors noted this and thanked the staff for all the hard work. They added that the picture was the same nationally so other schools would also be feeling the pressure.</p>	
6.2	<p><u>To receive Committee Reports from Curriculum and Standards (20/3/17) and Development and Welfare (09/05/17)</u></p> <ul style="list-style-type: none"> <li>The report was received and no questions were raised.</li> </ul>	
6.3	<p><u>To receive an update on Governor visits (Tutoring 28/03/17 &amp; Sixth Form 25/04/17)</u></p> <ul style="list-style-type: none"> <li>MC reported that the recent governor visits had shown that great progress had been made both to the tutoring and to the Sixth Form. The programme had been full for both days and she hoped that her report following the visit had been useful to staff. SAC replied that the staff had really appreciated the visits and the opportunity to talk directly to governors had left them feeling valued and their work appreciated. MC added that it was also useful to see how much was being done on the ground and often this was in addition to the practices identified in the SDP.</li> </ul>	
7.	<p><b>To Ensure Effective use of Resources to Support Learning</b></p>	
7.1	<p><u>Update on current financial position</u></p> <ul style="list-style-type: none"> <li>KS reported that a lot of work had been done on trying to identify savings. She added that the bid for financial assistance to replace the roof on the science block had been successful however, the funding for the replacement windows had not which was disappointing.</li> <li>KS reported that the budget process was underway but that it could not be fully completed until 31 May when the staffing compliment would be known for September 2017. She would review the documents in June at the next F&amp;P Committee before bringing them to FGB in July. She added that the savings were critical and the time for action was now. She was pleased to report that the response from AEG and his team had been constructive and work was in progress to ensure there was adequate financial planning for the future.</li> </ul> <p><u>Governor Queries/Comments:</u></p> <p><b>A question was asked whether the school was in a position to progress with a MAT given the rolling deficit.</b> AEG replied that he did not think it would jeopardize the MAT progression and he had sought advice from the EFA regarding the school's finances and they had responded that they were not concerned given the £200K in the fund for HSSP. KS added that some resources were ring fenced but there was now cashflow forecasting in place. AEG added that everything was being done to be as prudent as possible including the renewal of photocopier and gym equipment leases as well as telephone system contracts to ensure savings could be made. AEG also reported that Tim Coulson RSC was keen to see Hinchingsbrooke progress into a MAT.</p>	
7.2	<p><u>To receive Finance and Premises Committee Report – 13/03/2017</u></p> <ul style="list-style-type: none"> <li>The report was received and no questions were raised.</li> </ul>	
8.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>There was no other business and the meeting was closed.</li> </ul>	

Signed  
Date

Meryl Chishv  
13/7/17

To confirm the date of the next meeting as Thursday 13 July 2017  
Meryl Chisholm thanked everyone for attending and the meeting was closed at 8.45 pm

**Other dates**

**Governor Events**

June 8th 2017 – Extra Ordinary FGB Meeting to discuss the MAT.

**School Events**

Information

Thursday 8 June	GCSE and A Level Art and DT Exhibition from 4pm
Thursday 8 June	Extra Ordinary FGB Meeting with VPs 7.00 pm in Library / Chapter House
Thursday 22 June	Parent Forum
Thursday 29 June	Y13 Presentation Evening
Tuesday 4 July	Glastonbrooke
Thursday 6 July	Y6-7 Taster Evening and Extra Curricular Evening
Wednesday 12 July	Picnic at the House
Thursday 13 July	FGB (Budget) 7pm
Thursday 20 July	Staff Association end of year celebration

Signed  
Date

Meryl Chisholm  
13/7/17

**Full Governing Board Meeting: Action Table following Minutes of the Meeting held on 18 May 2017**

Item No.	Action / Decision	By Who	By When	Date Completed
5.1	All governors to update RSE with any training attended during this year and in future.	All	20 July 2017	
5.1	BC to progress the training with EPM for governors to enable more governors to sit on panel hearings.	BC	20 July 2017	
5.2	AEG to circulate to all governors the draft documents prepared with regard to the formation of the proposed MAT.	AEG	5 June 2017	
5.2	MC/AEG to invite Primary Chairs of Governors to the meeting on 8 June.	MC/AEG	5 June 2017	
5.3	MC to review and finalise the structure of the Governing Board and bring back to the FGB in July. RSE to add to the agenda.	MC/RSE	6 July 2017	
5.3	MC to review the Principal's report and discuss the format with AEG	MC/RSE	20 July 2017	