

**MINUTES OF THE MEETING OF THE  
GOVERNING BODY  
HELD ON Monday 18<sup>th</sup> April 2016 at 5.30pm**

<b>11. HT Report</b>	<p>Governors referred to the government white paper on academisation and the NGA summary (enclosed with papers). The NGA had aligned themselves with teaching unions on this issue with strong criticism and there was cross-party opposition to the plans.</p> <p>Governor added that the government might have to change the plan as a result in order to get it through so there were no worries at this stage.</p> <p>Governor said there was a reluctance to academisation with concerns about losing a school's autonomy and individuality and loss of the HT's authority.</p> <p>Governor added Penns would not be looking to be part of a corporate environment with standardised uniforms etc. Penns would wish to be part of a newly formed MAT where we would be able to shape the MAT's (Multi-Academy Trust) vision and values.</p> <p>Confirmed there would be a CEO to oversee strategic direction.</p> <p>Governor added that their experience elsewhere was that identity was maintained in this type of environment.</p> <p>Governor added that the benefits of a MAT could be achieved through informal collaboration yet in reality little strategic change had resulted but the structures within a MAT could bring about stronger collaboration and that this would be discussed at a forthcoming meeting of Chairs and HTs.</p>	
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**MINUTES OF THE MEETING OF THE  
GOVERNING BODY**  
Held on Monday 19 September 2016 at 5.30pm

No minutes re MAT

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<p>CHALLENGE</p>	<p>presentation by the Regional Commissioner, who had indicated that she would look to the group of “good” schools to help struggling ones but this could not be forced. Nevertheless, all MATS would be expected to have a growth plan.</p> <p>Governor added that the evidence shows MATs sharing geographical location and with diversity of schools (such as different forms of entry or type of school) were most effective. It was also important to have similar schools within the MAT e.g. one form entry primary like Penns.</p> <p><b>Governor asked who would take the CEO role and would this be a HT. It was important to have a HT rather than a business/financial background as CEO.</b> It was explained the CEO in a small MAT was likely to be a serving HT with close contact with every HT in every school. Legal support would be required e.g. Browne Jacobson as solicitors would guide the schools through the process. It was noted that the rotation of a CEO was no longer allowed as this was not an effective way of managing.</p> <p>The second NGA paper was about joining a MAT. The Regional commissioner had suggested the group call upon the advice of the local commissioners who would know more about the practical side. They would be able to guide the schools to start off the process. It was explained all schools within the group needed to be asked to give an intent to form a MAT knowing that they could always step away at any time during the process. Even with uncertainty it was useful to join in the discussions and step away if that was felt better for the school.</p>	
<p>CHALLENGE</p>	<p>The GB agreed being in at the start was crucial. This decision would be shared with other schools to get a date for looking at the practical side.</p> <p><b>What had been the school’s experience in working with the other schools.</b> It had been helpful and supportive with a number of things in common - for example comparing copier costs and talking with staff in other schools to help in school development. The school had also undertaken their peer review process with them.</p>	

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**MINUTES OF THE MEETING OF THE  
GOVERNING BODY  
held on Thursday 11 May 2017 at 5.30pm**

<p><b>HT Report</b></p> <p><b>CHALLENGE</b></p>	<p>Governors reviewed projected end of year figures. A <b>governor asked about (financial) impact of MAT.</b> Noted that joining a MAT could bring about efficiency savings and this (i.e. a MAT) would take a top slice of only 5% compared with the LA's 7% as well as economies of scale.</p> <p><b>TASK:</b> Governors talked through the <b>MAT formulation table</b> and members split into groups to discuss various aspects regarding which functions could be centralized and which could be at school level and which areas were in between (grey).</p> <p>Some points arising:</p> <p>Sharing specialists and resources including pooling of books and packages Vision and ethos best at school level based on school's own identity and achievements/needs. There should be no intention to standardize but should retain its own unique identity. There would inevitably be grey areas but the advantage was that the school was at the start of the process and able to influence decisions. Governors fed back the forms to be collated and discussed at next meeting.</p>	
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**MINUTES OF THE MEETING OF THE  
GOVERNING BODY  
held on Thursday 13 July 2017 at 5.30pm**

<p><b>1. Chair's Report and correspondence including NGA 20 Questions</b></p>	<p>Question 14 (Collaboration benefits with other schools and sectors) – this included North Schools LTD, moderation groups, HT consortium, Teaching School Alliance, programs of CPD being quality assured, three way peer reviews, Chair's networking meetings, Year 6 Sutton Park Day, curriculum collaboration events, swimming galas, cheerleader competition etc.</p>	
<p><b>2. HT Report</b></p>	<p><b>MAT</b> – responses from other schools were not yet available. The SLT at Penns was being more protective (than governors had been) about things they wanted to be school-based.</p>	
<p><b>Any Other Urgent Business</b></p> <p><b>CHALLENGE</b></p>	<p><b>11.2 MAT Committee</b> – a workshop for the six who had volunteered would be held on 25 July at 8am for an initial and open debate with SIP. A governor asked what the timescale would be for becoming a MAT. It was noted that it could be 12 to 18 months and would normally start to coincide with the start of the academic year.</p>	

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**MINUTES OF THE MEETING OF THE  
FULL GOVERNING BODY**

**held on Monday 18 September 2017 at 5.30pm**

<p><b>Report back from MAT workshop in July</b></p>	<p>A reported on developments and workshop held in July. The proposed MAT structure had been examined by SIP. A question box would be useful for the group of schools so this suggestion had been emailed to other HTs. There was a meeting last week and it had been decided to move forward in the process.</p>	
	<p>There would be a further presentation to be attended by members and this would be a successful MAT who would comment on the difference becoming a MAT had made.</p>	
	<p>In addition, it was important to consider the unique strengths that each school would bring to the MAT. At Penns the strengths included strong results and consecutive good with outstanding Ofsted inspections. Penns was a strong school, as equally strong as others within the group.</p>	
<p><b>CHALLENGE</b></p>	<p>Then there would be a final decision to start the formal process. A governor asked about timeframe. It was noted that the move to become a MAT would take place within 12/18 months as time was needed to share information with staff, parents and local community.</p>	
<p><b>CHALLENGE</b></p>	<p>Additional resources would be provided from the DfE and legal expertise would be needed. A governor asked if they could get help from any local schools that had experience of the process. It was noted that help was already being obtained within the group. A governor added that this process was now a well-trodden path compared with two years ago.</p>	
	<p>It was noted that the group were not looking for an external trust provider and this was a strength as criticism had come of some trusts. A governor added that the danger was in becoming too prescriptive, particularly if the person at the top was wrong.</p>	
	<p>A governor added at least we were keeping to our own culture although, as noted, things could go wrong over time so they would try to ensure the uniqueness of each school within the MAT. A school would in any case be able to withdraw during the process if there were any concerns through due diligence at any one point.</p>	

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**MINUTES OF THE MEETING OF THE  
FULL GOVERNING BODY  
held on Monday 30 April 2018 at 5.30pm**

<p><b>HT Report and appendix 2 staffing/MAT update</b></p>	<p><b>MAT:</b> Penns unique contribution had been reviewed and finalised at FGB with only one addition made so not sent out but could be emailed if necessary. A new governor asked how far along were they with the process. It was explained that all but one school's GB had agreed to proceed– the one remaining school was still debating the issue.</p> <p>A meeting had been held with the Regional Schools representatives and it was known that the DfE was looking favourably at the proposed MAT with so many good or above schools in the group. The various benefits of the MAT were explained including recruitment and retention, opportunities for staff to develop, retention of quality staff and financial savings in that the MAT top-sliced only 3% compared with the LA's 5%. The schools' leaders would be able to focus more on standards rather than business aspects with potentially a corporate Business Manager covering all schools. Staff at Penns were aware of the move but not as yet parents which would be the next step.</p> <p><b>The DfE PowerPoint presentation</b> (Academy Conversion and MAT formation) was discussed and members said they found it to be a useful summary on how MATs would work for the wider community but with local school autonomy and personalisation. There would be less restrictions than with maintained schools on areas such as curriculum design. It was also noted that running costs per pupil would be £49 less than with LA schools. A governor asked if there was any further development on consultation with parents. It was noted that the document would go to staff and then to parents after half term in a format yet to be agreed so still a work in progress.</p> <p>A governor had asked (in writing) whether staff deployment across schools was voluntary. It was noted that current staff would not be forced to do this but could if they wished as part of development but new staff would have this element in their contract. A governor asked if existing staff would have the opportunity to be deployed across schools. It was noted that they would with likely a first option for internal candidates within the MAT on vacancies within the individual schools so an opportunity to</p>	
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	<p>grow our own leaders as well.</p> <p>Governors reviewed and discussed <b>Questions/comments report</b> arising from the meeting with DfE representatives on 28 March. It was noted that the allocation to cover legal costs was £25k per school not £30k and was a fixed amount which did not take account of school size. HTB was the Head Teachers Board which would sign off the application. There would be full disclosure on finances including deficits and there had been some discussion on whether deficits would be waived in full or in part. The flow chart indicated also that the process would take between 4 and 6 months. If a school decided to withdraw from the MAT process they would have to pay for the remaining unspent sum owed.</p> <p>Action: to send out Appendix 5 Roles and would report back on progress.</p>	
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	HT initially. She would seek guidance on nominations.	
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