



THE PEGASUS ACADEMY TRUST
BOARD OF DIRECTORS' MEETING
MINUTES

Friday, October 21st 2022 at 13:30 pm

Meeting in person at Atwood Primary School

Directors		
Emma Whapham (EW)	Director /Co-Chair of Board	Present
Richard Hill (RH)	Director /Co-Chair of Board	Apologies received
Ian Patterson (IP)	Vice Chair of Board	Present
Jolyon Roberts (JRo)	Executive Principal/CEO	Present
Lynne Sampson (LS)	Executive Principal	Present
Xavier Villers (XV)	Director	Present
Gary Griffin (GG)	Director	Present
Nina Pogossova (NP)	Director	Apologies received
Sasha Henry-Crawford (SHC)	Director	Absent
Shelley Davies (SD)	Director	Present via Zoom
Trust staff		
Jo Ridge	Chief Financial Officer	Present
Invited		
Carl Knightly (CK)	Local Governor (Atwood Primary School)	Apologies received

Clerked by:	Sonia Wesley/Lynne Sampson
Supporting documents:	<ul style="list-style-type: none"> • Agenda Board of Directors 21.10.22; • Minutes of all local academy council meetings; • Minutes of Board Meeting 15.07.22 including action log; • Executive Principals' Report; • Code of conduct; • Keeping Children Safe in Education 2022 statutory guidance; • Child protection policy; • PAT Safeguarding policy
Meeting closed at:	15:45

	ITEM	Time	Lead
1.	<p>Apologies for absence:</p> <p>RH, NP and CK had sent apologies ahead of the meeting. These apologies were accepted. SHC was absent with no apologies received. EW was running late, LS agreed to chair the meeting until her arrival. The meeting was declared quorate.</p>	2	LS
2.	<p>No conflicts of interest were declared. Completed pecuniary interest forms and signed code of conducts received from GG, IP, XV & JR.</p>	5	LS
3.	<p>Minutes of the previous meeting on 15th July 2022 were accepted as accurate and approved.</p> <p>EW arrived at 1.45pm and chaired the meeting thereafter.</p> <p>ACTIONS:</p> <p>Action 1: Chairs and Executive Principals to review the roles and responsibilities of MACs. Complete (See Executive Principals' report)</p> <p>Action 2: LS agreed to pass all feedback from Directors to the HoS collating responses so these could be included and addressed in whole Trust analysis of MAT Assurance Framework. Complete (See Executive Principals' report)</p> <p>Action 3: Directors to send LS their top three positive aspects of governance and three suggested areas for improvement as soon as possible. Complete (See Executive Principals' report)</p> <p>Action 4: LS to inform SHC of arrangements for training day. Complete (See Executive Principals' report)</p>	5	Chair
4.	<p>Executive Principals' Report including:</p> <ul style="list-style-type: none"> • Feedback following Directors' input into review of The Mat Assurance Framework;; • Format of Head of School report following consultation • Safeguarding Update including requirements of revised KCSiE for all those involved in governance to undertake training; • The Development of the Trust including an update on work with Atwood and Redgates; • Financial Update; • Facilities Update. <p>The report was summarised by the Executive Principals (EPs).</p> <p><i>A Director asked "Are our teachers likely to strike and will our schools remain open if they do?"</i></p> <p>The EPs explained that teachers are required to give notice if they are planning on participating in strikes. If schools are not fully staffed with DSLs they may need to close - with the possibility of non-striking staff teaching remotely or limiting closure to individual classes that are affected.</p> <p>Directors asked the following questions around the financial update and</p>	30	EPs

	<p>current cost saving measures in place:</p> <p><i>Q: What has been the impact of not purchasing new books?</i></p> <p>A: Money from fundraising has been used to purchase some books, the school also welcomes book donations. JR explained that new books can still be purchased if necessary. However, all orders are scrutinised and the resources budget is carefully monitored.</p> <p><i>Q: How have we been able to fund the teachers' salary increase?</i></p> <p>A: JRo explained that we are currently using reserves. The recent census revealed that the Trust had an increase of 70 pupils across all schools. Many places had been filled at Cypress by refugees staying in a nearby hotel. It was identified that additional provision would need to be put in place to support the increase in pupils with EAL, especially at Cypress</p> <p>The board discussed concerns around staff cuts. EPs clarified that this could currently be managed without the need for staff restructure.</p> <p><i>Q: What are the implications of the rising energy costs?</i></p> <p>A: JRo explained that a 3 year deal had been negotiated and that our facilities manager had checked the boilers at all schools within the Trust to ensure that they were all correctly set. The schools have also been able to refrain from putting the heating on until November.</p> <p>Action 1: To ascertain pricing and provider of energy at Atwood.</p> <p>Pay scales for teachers and support staff are being reviewed nationally and once these have been revised all staff will be remunerated accordingly.</p> <p>EPs thanked JRi and her team for the hard work they had put in while auditors had been in the business office this week. They appeared satisfied with their findings and will be in attendance at the next Finance Committee meeting on Friday 25th November 2022.</p> <p>Safeguarding training is sufficient at Trust level, all Directors have read relevant sections of KCSIE and related policies. Specific safeguarding training for governors is being undertaken at MAC level to ensure there can be appropriate challenge about procedures and adherence to policy.</p> <p>The board debated the positives and challenges of the Trust's growth and expansion.</p> <p>A director asked <i>"How will EPs and the central business office manage with the increasing responsibilities and additional undertakings necessary in adopting a specialist provision?"</i></p> <p>LS described how a staff member from Atwood had already been tasked to assist with some of the administrative responsibilities in the business office and some discussions had taken place around an improved structure to free time for the CFO. There was also a discussion around the capacity of senior leaders as the Trust grows and a possible future model for the Trust's management.</p>		
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	<p>JRo also spoke of the strategic benefits of taking on a specialist provision in terms of increased funding as well as shared practice and expertise in ensuring children with SEND across the Trust receive the best possible education and care.</p> <p>A director asked <i>"What is the percentage of SEND across the Trust currently?"</i></p> <p>EPs replied, on average 12-20%.</p> <p>JRo spoke highly of the level of expertise of the staff at Atwood and Redgates and how well they will integrate with the rest of the Trust.</p> <p>The Memorandum of Understanding (MOU) between the Trust and Redgates was briefly discussed. Redgates has not requested a place on the board and want to keep their current curriculum.</p> <p>Directors unanimously agreed to proceed.</p> <p>Action 2: Chair to share MOU with the rest of the board.</p> <p>The Board discussed section 3.26 of EPs' report around knowing the schools' overarching aims.</p> <p>A director asked <i>"How will these be implemented across the Trust?"</i></p> <p>EPs explained each Head of School has a separate plan and specific targets are also set around these.</p> <p>Directors confirmed the importance of schools within the Trust retaining their individuality whilst maintaining the ethos of the Trust and there was discussion around forming a sentence that encompasses the ethos of PAT</p> <p>It was noted that 3 schools within the Trust were due an ungraded Ofsted inspection. WHINF is expected to receive a graded inspection when it is next inspected.</p> <p>A director asked for results data to be shared. LS explained that she had brought draft data but this would be looked at in detail at the next meeting. Directors requested data to be presented at school level as well as compared nationally with details on what the Trust did to reduce the impact of COVID on learning.</p> <p>Action 3: Data to be presented at next meeting with KPIs.</p>		
5.	<p>LS shared a presentation of the work of the inclusivity committee (as discussed at a previous meeting and at September 2022 Inset Day)</p> <p>LS fed back that staff had felt that this committee had given them the opportunity to ask questions and challenge. The committee was open to all staff including support staff and MACS. The committee is fortunate to have a full and committed group and one member in particular who has been nominated for an award for inclusivity in the public sector. A lot of work was undertaken in producing an Anti-racism Policy which has been well received but also had some challenge. Further training around the Black Curriculum is scheduled for staff.</p>	15	LS

	Directors also shared that inclusion was not just about race and considered how they might prepare for other diverse groups such as different gender identities.		
6.	<p>Academy Councils</p> <p>Directors confirmed they had received minutes from the most recent meeting for all schools except Cypress and Beulah Infants.</p> <p>Action 4: LS to circulate minutes from most recent meetings from Cypress and Beulah Infants School.</p>	10	Chair
7.	<p>Correspondence to the chair</p> <p>None</p>	2	Chair
8.	<p>Confidential items</p> <p>None</p>	2	Chair
9.	<p>Any other business (notified to Chair/Clerk in advance)</p> <p>Directors discussed EPs stepping down as Trustees and the implications of this. Directors agreed to discuss this as an agenda item at the next board meeting.</p> <p>Action 5: To discuss EPs stepping down as Trustees as an agenda item at next meeting on 9th December 2022</p>	2	Chair
10.	<p>Date for next meeting</p> <p>Friday 9th December 2022 in person at Whitehorse Manor - Brigstock site AGM 12:30pm followed by Board meeting 1:30pm</p>	1	Chair