



THE PEGASUS ACADEMY TRUST
BOARD OF DIRECTORS' MEETING
MINUTES

Friday, May 19th 2023 at 13:30 pm

Meeting in person at Whitehorse Manor Junior School (with online attendees)

Directors		
Richard Hill (RH)	Director Chair of Board	Present
Ian Patterson (IP)	Vice Chair of Board	Present via Google Meet
Jolyon Roberts (JRo)	Executive Principal/CEO	Present
Lynne Sampson (LS)	Executive Principal	Present
Emma Whapham (EW)	Director	Present via Google Meet
Xavier Villers (XV)	Director	Present
Gary Griffin (GG)	Director	Present
Nina Pogossova (NP)	Director	Present via Google Meet
Sasha Henry-Crawford (SHC)	Director	Present via Google Meet
Trust staff		
Jo Ridge (JRi)	Chief Financial Officer	Present via Google Meet

Clerked by:	Sonia Wesley
Supporting documents:	<ul style="list-style-type: none"> • Agenda Board of Directors 19.05.23; • Minutes of Board Meetings 09.12.22 & 08.03.23; • Executive Principals' Report; • Revised Anti-bullying Policy; • Questions raised by Cypress MAC to the Board; • Academy council spring meeting minutes.
Meeting closed at:	16:21

	ITEM	Time	Lead
1.	Apologies for absence and confirmation of quorum:	2	Chair

	All directors were in attendance. The meeting was declared quorate.		
2.	Declaration of conflict of interest No conflicts of interest were declared. Clerk confirmed that all pecuniary interest forms had been completed and returned.	5	Chair
3.	Minutes of the previous meeting – 09.12.22 & Extraordinary 08.03.23 Minutes of both meetings were accepted as accurate and were approved and signed by the Chair.	5	Chair
4.	Matters arising and review of action log: Action 1 : EW to contact SHC to ascertain all was well. Complete Action 2: Clerk to chase outstanding pecuniary interest forms. Complete Action 3: LS to collate and summarise key priorities for each school. Clerk to circulate to Directors. Action 4: RH to write to RSC to express the board's preference for both EPs to remain directors. Complete – Request was declined – as a result, it was agreed that both EPs would no longer serve as Directors on the Board. Articles of Association have been amended to reflect this and the revised Articles will be presented to the Members to agree by Special resolution on 23.05.23. Action 5: JRo to circulate minutes from Atwood Primary School. Complete Chair shared with the Board that he had received resignations from SD and CK. Directors discussed the membership of the Board and the option of replacing SD as a representative from the LA. The members of the Board decided not to actively seek to recruit any new members at this time due to the potential conflicts of interest this may cause. The Board also decided that membership of the Board should be a standing item on the agenda. Action 1: Clerk to ensure that membership of the Board is a standing agenda item at future BoD meetings.	5	Chair
5.	Revised Anti-bullying policy for approval: LS reported that SLT had worked together to revise the anti-bullying policy in light of recent training. A director pointed out that sanctions for continued bullying were not included in the policy. LS explained that these procedures are found in the Trust's behaviour policy, which is due to be reviewed after half term. JRo added there was an updated version with format corrections. Action 2: JRo to circulate updated version of the anti-bullying policy with reference to the Trust's Behaviour policy to the Board and Matt Chitty for publication on the website. A director highlighted, the reference regarding anti-bullying training should	10	LS

	<p>include all staff.</p> <p>Action 3: Future training to include office staff and site staff as well as those working directly with children.</p> <p>AGREED: The board formally approved the anti-bullying policy.</p>		
6.	<p>Executive Principals' Report including:</p> <ul style="list-style-type: none"> • Performance; • School attendance; • School improvement • Updates in governance across the Trust; • People & Leadership; • Financial Stability; • Capacity for growth. <p>LS summarised the EPs' report.</p> <ul style="list-style-type: none"> • Question 1: A director asked about the contents of the SATS KS2 reading paper and whether it had been considered too challenging for Yr6 pupils. • Answer 1: EPs reported that in line with schools across the country the questions had proved difficult and caused distress for some pupils. • Question 2: A director asked if there were any parental concerns raised. • Answer 2: EPs confirmed that there were not. <p>LS explained the external assessments and the ways they were organised for specific year groups.</p> <p>JRo brought to directors' attention, that Nick Gibb MP had commended Atwood for its performance in the Year 4 multiplication check in 2022 which placed them in the top 200 schools nationally.</p> <p>Directors discussed 'Studybugs', the new online reporting system for attendance. JRo shared positive feedback from staff at the schools where it had already been implemented (CYP and WHM schools) and increased parental take up since the report was circulated.</p> <ul style="list-style-type: none"> • Question 3: A director asked if the Studybugs app was accessible for EAL families. • Answer 3: The clerk who is also the Attendance Officer for the Trust explained that Studybugs can also be accessed via web browser which can be translated into any language. • Question 4: A director asked how the Trust's average attendance compares nationally. • Answer 4: Attendance officer confirmed that the Trust was in line with the current national average. <p>JRo explained that SLT were planning to merge the Academy Improvement Plan with Subject Raising Attainment Plans (RAPs) to ensure consistency and</p>	30	LS

	<p>convergence.</p> <p>LS presented parental survey results to the Board.</p> <p>A director highlighted the mixed feedback around the level of homework set.</p> <p>LS shared that it had been evidenced that homework at primary level lacked real impact. JRo added that homework activities are provided online via apps such as Bug Club and Mathletics but some parents preferred worksheet type activities.</p> <ul style="list-style-type: none"> • Question 5: A director asked if the questions on the parental survey were closed or open ended allowing parents to make comments? • Answer 5: JRo clarified that the first set of questions was based on the Ofsted parental questionnaire and the last two questions were open ended to allow parents to identify strengths in the schools as well as suggest areas for improvement. Each head of school also produced a detailed response for parents following the questionnaire which included the headings 'What you said' and 'What we did'. <p>LS spoke about the success of the Governance Day and thanked those who had attended. Feedback about the focus on maths had been particularly positive.</p> <p>LS reported significant changes to leadership roles within the Trust. The Trust was lucky to have a range of strong internal candidates from which to select.</p> <p>Directors discussed at length the possibility of future teacher strike action. Ballots are underway for NASUWT and NAHT members with the likelihood of those union members voting for further strike action.</p>		
7.	<p>Finance Update (Including Redgates)</p> <p>JRo had been notified by the new Chair of Governors at Redgates that plans to join the Trust were no longer being pursued.</p> <p>IP reported a healthy projected surplus for the end of the year at an estimated £550,000. JRo confirmed that reception places had been filled for all schools with the exception of one for September 2023.</p>	15	Chair Fincom
8.	<p>Governance Update</p> <p>None</p>	10	Chair
9.	<p>Facilities Update</p> <p>JRo reported that approved Capex works were underway. These are all refurbishment projects, including new toilets at CYP Upper and agreed works at ATW. JRo also shared that a CIF grant funded project where 150 fire doors are being replaced across the Trust, was to take place in the Summer.</p>	10	CEO

	<p>It was identified that there is not adequate insulation at Atwood Primary School and this is something the facilities team are looking into with a view to saving on expenditure next year.</p> <p>Action 4: Energy saving strategy for Atwood to be discussed at upcoming Finance Committee meeting.</p>		
10.	<p>Academy Councils</p> <p>A director commented on the improvement in the quality of minutes and questions.</p> <p>Directors discussed SALT (Speech and Language Therapy) provision within the Trust.</p> <ul style="list-style-type: none"> • Question 6: A director asked if the Trust paid for this provision and if it was available to all schools. • Answer 6: JRo confirmed that SALT was funded by the Trust and available to all schools. • Question 7: A director asked about several other interventions that had been named within the minutes and how they were funded. • Answer 7: EPs explained that the vast majority of interventions were either provided by the LA, grant funded or run by staff at a minimal cost to the Trust. <p>Directors discussed the recent media coverage of the Headteacher who recently took her life following an unfavourable Ofsted inspection and the importance of supervision in schools.</p> <p>EPs assured the Board that no additional pressure was applied to senior leaders during Ofsted inspections by the SLT and that staff within the Trust at all levels were very good at providing support for each other when necessary.</p>	10	Chair
11.	<p>Questions raised by Cypress MAC to the Board</p> <p>Questions submitted to the Board were discussed. It was noted that a question about relief contracts had been raised and that this matter had already been discussed at length at previous BoD meetings. JRo added that the Trust use NJC Scales which have increased by 20% in the last two years.</p> <p>The board concluded that there were no areas for concern.</p> <p>Action 5: RH and JRo to respond to Cypress MAC addressing each question.</p>	10	LS
12.	<p>Correspondence to the chair</p> <p>The Chair confirmed that he had received resignations from SD and CK.</p> <p>Chair shared correspondence from the NGA regarding clarity in the</p>	2	Chair

	<p>responsibility for MAC members at local level. This confirmed that MACs should be responsible for:</p> <ul style="list-style-type: none"> • Standards; • Stakeholders; • Safeguarding and • SEND. <p>Directors agreed that MACs within the Trust follow this model. However, there may be room for improvement with regards to two way communication between the Board and Academy Councils.</p>		
13.	<p>Confidential items</p> <p>None</p>	2	Chair
14.	<p>Any other business (notified to Chair/Clerk in advance)</p> <p>LS shared that one of the action points from the most recent Ofsted inspection was to ensure that there was an evidence log kept of safeguarding training completed by Directors. A link for online training had been shared with the Board following the first BoD meeting for the academic year. Directors requested for this link to be re-sent.</p> <p>Action 6: Clerk to resend link for safeguarding training to all directors and keep an evidence log of training completed.</p>	2	Chair
15.	<p>Date for next meeting:</p> <p>Friday 7th July 2023 in person at 1:30pm – Venue Atwood Primary School</p> <p>The meeting closed at 4:21pm</p>	1	Chair
Signed as a true and accurate record of the meeting			
Chair's signature			
Chair's name			
Date			