



TOVE LEARNING TRUST

Minutes

Meeting	Trustees
Date	9 th October 2018

Attendance & Apologies	
Trustees	
Christopher Watt (Chair) (CW)	P
Jamie Clarke (JRC)	P
Jo Chitty (JC)	P
Tim Foster (TF)	P
Graham Rees (GR)	Ap
Neil Roberts (NR)	A

(key: P=Present, Ap=apologies received, A=absent)

In attendance: SW, KLF (Clerk)

No.	Item	Action
1.	Apologies & Introductions <ul style="list-style-type: none"> Apologies were recorded from GR. NR has a new role and has tendered his resignation. Resignation accepted by Chair of Trustees on 4 October. 	
2.	Declaring interests <ul style="list-style-type: none"> New Declaration of Interest forms were completed by trustees for 2018-19. 	
3.	Minutes of Previous Meeting <ul style="list-style-type: none"> Decision noted on Page 2 amended – “Trustees decided cost centres need to be streamlined and implemented consistently across MAT schools to enable better benchmarking.” No further comments noted. The Chair signed the minutes and confidential minutes as a true reflection of the meeting. 	
4.	Review of Exam Results and strategies for further improvement A summary of exam results for MAT schools was presented by the CEO. <ul style="list-style-type: none"> GCSE data and grades reported in the summary table on page 2 were analysed by trustees. Sponne results remained good but were slightly lower than previous year. EWS results improved but P8 only increased by -0.2. P8 at LG and RA were better than predicted. Pupil Premium P8 (difference in PP progress) gap is still too big. PP P8 at LG and RA declined this year. RA has a particularly tough Year 11 cohort this year. Trustees noted that EWS figures suggest an improvement in performance and asked how this reflects a lack of confidence in leaders driving progress? CEO responded that the TLT Directors of School Improvement had supported with improvement and intervention, but this was not reflected across the rest of the school. No schemes of learning in Science until School Improvement Director implemented them. Thanks were given to Susan Thompson for improvements in Science across the MAT. Trustees discussed the decline in English results at Sponne, which is being supported 	

	<p>with robust improvement plans.</p> <ul style="list-style-type: none"> • Trustees queried the drop in Ebacc G5+ statistic reported. It was confirmed there are no penalties associated with a fall in this statistic given the statistic has now changed (average points score for Ebacc). • Trustees asked what proportion of students at LG and RA are pupil premium (PP). There are a high proportion of PP students (around 30%), and there is strong leadership at LG and RA to drive changes required. • A level results across the MAT were also reviewed. Comparisons are hard to make due to widespread changes. No public data available for comparison until January 2019. • %A*-E grades: EWS = 92% and LG = 86%, signifying too many students got U grades. • LG will not continue with AS levels after 2018-19. Broadly speaking levels and results have increased. • Rushden is part of the TENC consortium therefore splitting data and reporting is difficult. 	
5.	<p>CEO report (verbal)</p> <ul style="list-style-type: none"> • CEO provided an overview of TLT staff vacancies: <ul style="list-style-type: none"> ○ Director of Education/SiD T&L - required to improve teaching and learning across MAT. Currently reviewing candidates. Consider any internal staff as CPD opportunity. This has been reviewed but senior leaders are very thinly spread. ○ School Improvement Director Pupil Premium – very difficult to find the right skill, experience and competencies. Would ideally suit a seconded assistant/deputy headteacher. ○ Headteacher EWS –Sharan Matharu is acting in post until Easter, will possibly extend to summer 2019. • Wootton Primary School (WPS) land issue discussed. WPS School Business Manager has told TLT that there has been a change of solicitor and they have only just commissioned the land valuation. • ACTION: Chair to contact Liz Youngman to follow-up on the WPS land issue. 	CW
6.	<p>MAT Strategic Improvement Plan 2017 – 2022.</p> <ul style="list-style-type: none"> • CEO recapped the horizon plan for the trust 2017-2022. • Risk management – previously consulted with heads and shared risk management templates. • ACTION: Follow up risk management with MAT heads, check on progress to date, and ensure risk management process is embedded at school level. • Leadership is a large focus area. • Governance: role of members was reviewed with Martin Lawrence. 	SW
7.	<p>Update regarding schools and the MAT</p> <ul style="list-style-type: none"> • Trustees discussed confidential matters at the end of the meeting. 	
8.	<p>Trust Policies</p> <ul style="list-style-type: none"> • TLT policies have been updated for 2018-19 (dates amended, no substantive changes). • TLT Pay Policy 2018 has been updated to reflect the most recent EPM model policy and the STPC recommended pay increases have been applied to the pay scales: <ul style="list-style-type: none"> ○ 3.5% uplift will be made to the minima and maxima and all points in between of the main pay range and the unqualified teacher pay range. ○ 2% uplift will be made to the minima and maxima and all points in between of the upper pay spine and the leading practitioner pay range. ○ 1.5% uplift will be made to the minima and maxima and all points in between of the leadership pay range. ○ 2% uplift will be made to the minima and maxima of all allowances – e.g. SEN allowance, and teaching and learning responsibilities. • DECISION: Trustees approved the TLT Pay Policy 2018 and the new pay scales based on the STPC changes outlined above. • Update on KCSIE in MATs – guidance for MATs is to have a broad centralised policy, but each member school to have a tailored individual safeguarding/CP policy. • ACTION: Circulate the KCSIE part 1 to all members and trustees. All recipients to 	KLF

	confirm document has been read and return confirmation to Clerk of Trustees.	
9.	ESFA Funding letter <ul style="list-style-type: none"> The ESFA funding letter was shared with trustees. All trustees confirmed receipt and acknowledgement of the contents. 	
10.	AOB <ul style="list-style-type: none"> CEO gave a demo of Google Classroom for sharing documents and resources for TLT Trustees meetings etc. This will be used for distributing agenda papers, minutes and resources instead of using email. There is also a discussion feature for comments. 	

TLT Trustees Meeting closed at: 7:15pm
 TLT AGM followed: 7:15-7:40pm

Next meeting: Monday 10th December

ACTIONS from this meeting			
ACTION	BY WHOM	DUE DATE	COMPLETED
Chair to contact Liz Youngman to follow-up on the WPS land issue	CW	02/11/2018	
Follow up risk management with MAT heads, check on progress to date, and ensure risk management process is embedded at school level.	SW	01/12/2018	Some still required
Circulate the KCSIE part 1 to all members and trustees.	KLF	01/11/2018	✓
All recipients to confirm document has been read and return confirmation to Clerk of Trustees.	ALL	15/11/2018	✓

Handwritten signature and date: 19/12/18

