



## THE SPENBOROUGH CO-OPERATIVE TRUST

### Minutes of the meeting of the Trustees

6.30pm at Spen Valley High School on Thursday, 20<sup>th</sup> June 2019

#### PRESENT

Peta Cocker (Head Teacher, Headlands CE (VC) J, I & N School) (Chair)  
 Hayley Clacy (Head Teacher, Spen Valley High School)  
 Fiona Cullivan-Ward (Head Teacher, Littletown J, I & N School)  
 Stuart Harris (Head Teacher, Heckmondwike Primary School)  
 Sam Laycock-Smith (Head Teacher, Roberttown CE (VC) J & I School)  
 John Page (Head Teacher, Fairfield School)  
 Ian Stone (Chair of Governors, Headlands CE (VC) J, I & N School)  
 Pamela Walker (Trust Appointed Governor, Heckmondwike Primary School)

#### IN ATTENDANCE

Julie Bowdidge (Chair of Governors, Hightown J, I & N School) – Associate Trustee  
 Julie Hannan (Company Secretary)  
 Russell Ingleby (Head Teacher, Hightown J, I & N School) – Associate Trustee  
 Michelle Stanley (Minute Clerk)

#### ABSENT

#### 425. WELCOME, APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from:

Melanie Cox (Head Teacher, Gomersal Primary School) – Associate Trustee  
 Gary Denison (Governor, Fairfield School)  
 Margaret Hoole (Chair of Governors, Roberttown CE (VC) J & I School)  
 Simon Kelly (Chair of Governors, Spen Valley High School)  
 Stephen Muscroft (Trust Appointed Governor, Littletown J, I & N School)  
 Steve Stafford (Head Teacher, The John Curwen Co-operative Primary Academy)  
 Angela Williams (Principal, Huddersfield New College)  
 Mel Woodcock (Chair of the LGB, John Curwen Co-operative Primary Academy)

There were no declarations of interest and the meeting was confirmed to be quorate.

The Chair welcomed Trustees to the meeting.

#### 426. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

- Fairfield School
- Gomersal Primary nomination for award

427. **MINUTES OF THE MEETING HELD ON 14<sup>TH</sup> MARCH 2019**

RESOLVED: That the minutes be agreed as a correct record, subject to the following amendment:

**Representation (Minute 412a refers)**

The correct end date for the term of office of Mrs Lisa Thomas as a Trust Appointed Governor at Littletown School was 8<sup>th</sup> July 2019, not 27<sup>th</sup> May 2109 as stated.

428. **MATTERS ARISING (NOT ALREADY ON THE AGENDA)**

There were no matters arising.

429. **REPRESENTATION**

**Trustee Resignations**

Mandy Cameron, Kirklees Council, with effect from 15<sup>th</sup> April 2019 (due to her retirement).

**Action Point:** MS/PC to write to Mandy to thank her for her service and wish her a happy retirement on behalf of Trustees.

**Appointment of Trustees**

J Hannan advised that it was still possible to appoint Steve Stafford (Head Teacher, The John Curwen Academy) as a Trustee as the Academy (as Leaside School) were founding members of the Trust and as such were entitled to appoint 2 Trustees (Mel Woodcock already in post).

**Action Point:** M Stanley to give S Stafford form AP01 at the next Trust Heads meeting.

Vacancies remained at the Co-operative College, the Trust Forum and Moor End Academy (as a partner). J Hannan had looked into how to remove Moor End Academy as a partner and advised that in the Articles of Association, point 11.6, 'Membership is terminated if the member concerned gives written notice of resignation to the Trust'.

**Action Point:** PC/MS write to Jane Acklam, CEO of South Pennine Academies, to ask for confirmation that they wished to remove their membership from the Trust, to enable us to remove their association at Companies House.

**Action Point:** MS to contact Kirklees to arrange for a replacement LA representative for

Mandy Cameron.

**End of Term of Office of Trustees**

M Woodcock, Chair of the LGB at The JCA would end his term of office as a Trustee on 10<sup>th</sup> September 2019. S Harris, in his capacity as a Trustee of the Y-OUR, advised that in early September M Woodcock would cease to be a Trustee at The JCA and also cease to be Chair of the LGB as the Academy conversion to the Co-operative Academies Trust (CAT) would be completed. It was therefore agreed that his term of office as a Trustee of the Spenborough Co-operative Trust would cease at the end of his term of office.

**Action Point:** J Hannan to inform Companies House.

I Stone, Chair of Governors at Headlands, would end his term of office as a Trustee on 11<sup>th</sup> September 2019. He advised that he would be stepping down from the Governing Body and therefore his role as Trustee would lapse at the end of his term of office.

**Action Point:** J Hannan to inform Companies House.

**Action Point:** Headlands School to propose a new member of their Governing Body to take on the role of Trustee.

A Williams, Principal at Huddersfield New College, would end her term of office as a Trustee on 11<sup>th</sup> September 2019.

### **Re-appointments of Trustees**

RESOLVED: That in principal, A Williams be re-appointed as a Trustee until 11<sup>th</sup> September 2024.

**Action Point:** MS to contact her to check she was in agreement.

### **Appointment of Trust Appointed Governors**

There were no new appointments at the present time. There was 1 vacancy each at Heckmondwike Primary and Littletown. Both schools would endeavour to propose new appointments in due course.

### **End of Term of Office of Trust Appointed Governors**

S Kelly, Chair of Governors at SVHS, would end his term of office as a Trust appointed Governor on 9<sup>th</sup> September 2019 (not 20/6/19 as stated on the agenda). H Clacy confirmed his wish to continue in the role.

C Butler, Vice-Chair of Governors at SVHS, would end her term of office as a Trust appointed Governor on 25<sup>th</sup> October 2019 (not 20/6/19 as stated on the agenda). H Clacy confirmed her wish to continue in the role.

### **Re-appointment of Trust Appointed Governors**

RESOLVED: That S Kelly, Chair of Governors at SVHS, be re-appointed with effect from 10<sup>th</sup> September 2019 and C Butler, Vice-Chair of Governors at SVHS, be re-appointed with effect from 26<sup>th</sup> October 2019.

## **430. FEEDBACK FROM THE TRIAD GROUPS**

Hightown, Roberttown and Gomersal Triad – The 3 Heads had visited each other's schools, had undertaken learning walks and had fed back to their respective SLTs regarding ongoing work. They had supported M Cox in her judgements around writing and ensured parity across the double year group at Gomersal. At Hightown, pupil engagement had been the focus. The external quality assurance to validate judgments had been very helpful. R Ingleby had conducted follow up meetings with the SLT and had fed back directly to staff.

Littletown, Heckmondwike and Headlands Triad – The 3 Heads had met at Headlands to undertake a book scrutiny for Heckmondwike Primary. S Harris had fed back to staff at a meeting. This had been very useful and had resulted in changes to practise. The written reports circulated after each meeting shared with the Governing Body at

Headlands.

Heads would reflect on the Triads at their forthcoming Away Day and make any adjustments as necessary.

431. **SUMMARY OF TRUST SCHOOL IMPROVEMENT WORK FROM MARCH TO MAY 2019**

The report had been circulated prior to the meeting. H Clacy circulated an additional paper regarding the impact of the £3,000 given to SVHS from the Trust for school improvement work.

F Cullivan-Ward advised that the areas in the report reflected the busy calendar of events. The Trust schools felt a clear, strong impact was evident but this was hard to measure in terms of hard data. Staff felt the benefits of this close working as they continued to build professional relationships and had expressed a desire for more of this. The financial investment in joint moderations continued to work well.

P Cocker added that external moderators asked who schools had moderated with. The Trust schools could say with confidence that they undertook robust moderation with other schools. The external moderators at Headlands had been impressed by the strength of the moderation taking place across the Trust schools and felt that the opportunity for professional discussion, built confidence in staff.

Littleton had very recently been moderated by the LA and also by the STA and senior figures from the STA and the process had been sound. As a result of this, all the Trust schools who participated in moderations had been moderated by association by the STA.

H Clacy advised that SVHS had used the £3,000 from the Trust to employ an Inclusion Support Worker at Easter to improve attendance and behaviour. She was very grateful for this investment. The national average for secondary attendance was 94.6%. Whole school attendance at SVHS had stood at 92.13% at the end of the 17/18 academic year and currently stood slightly higher at 93.3%. Trustees noted that the absence code for Y11 student leave affected attendance in half term 5. H Clacy was confident of a shifting culture from Y7 going forward, with the gap between the disadvantaged and non-disadvantaged pupils closing. The rate of Persistent Absenteeism had been very high at 21.2% at the end of the 17/18 academic year, against a national average of 13.5%. This figure had now improved to 16.5% as the school were undertaking weekly monitoring and developing case studies.

This was not being tracked a year ago. The school was also developing personalised learning. This hadn't yet gone as well as had been hoped but should improve in September as new staff joined the school. SVHS would also begin pooling resources with Whitcliffe Mount school for provision at Ponderosa as an alternative to Fixed Term Exclusions. A new SENCO would be in post from September and would be developing a package to keep pupils in school. Rates of Exclusion had been high in 17/18 and had increased in the current year. There had been several significant incidents locally. The school had been using the No Knives Better Lives programme and a Restorative Practice approach was now in use for behaviour. The school was now only using FTE for serious offences, rather than persistent non-compliance, which H Clacy felt should bring about improvements.

The school used the 'C' consequence system and the number of removes from lessons was reducing but was still significant. Data was been compared week on week and it was hoped that a further reduction would be seen. The school was in the process of developing a curriculum plan and had been accepted onto the Alex Timpson programme regarding attachment and trauma, which would be launching 4<sup>th</sup> July. P Cocker advised that Headlands had also been accepted.

Overall, H Clacy felt that green shoots of improvement were evident but that the school was not out of the woods. She was aware that results would not be as strong this year but hopeful that they would then begin to improve. Trustees thanked H Clacy for her comprehensive update.

J Bowdidge asked what the shared key priorities were for the Trust next year. S Laycock-Smith advised that Heads would discuss their data at the Away Day in September to establish common areas. F Cullivan-Ward added that common themes were Ofsted training, curriculum review and workload reduction (DfE Toolkit). H Clacy added that priorities for SVHS were wellbeing and attachment, attendance and behaviour and high-quality teaching to ensure pupils did not become disengaged.

F Cullivan-Ward advised that the focus of the Trust training day in October would be attachment, with input from the whole Educational Psychology Team. The input would be general in the morning, with workshops in the afternoon to ensure there was something relevant to all staff. This was an area that impacted all of the schools.

S Laycock-Smith cautioned that whilst the cycles of moderation were well embedded, schools did not have the capacity to implement more. Churn of staff and movements within school also affected this. The Triad work was at a more strategic level.

The grant-funded PAWS B sessions underway at the 6 primaries, led by Pete Turner, were working well.

S Harris added that Heckmondwike Primary were looking at changing their marking and assessment policies, so expected to discuss these with other Trust Heads.

#### 432. **EVALUATION OF RESTORATIVE PRACTICES TRAINING**

This item was deferred to the next meeting as the report was not yet complete.

#### 433. **FINANCE**

M Stanley circulated the bank statement and bank reconciliation report to 30<sup>th</sup> April 2019.

Due to recent issues around obtaining the bank statements, a more up to date report was not available. A carry forward balance of approx. £9,000 was expected.

#### 434. **PROPERTY TRANSFER**

J Page advised that there had been a substantial delay from the solicitors since March as they had been uncontactable. However, DWF had now been given authorisation to complete the transfer with Kirklees Council and deal with registration at the Land Registry. A provisional date for completion with all parties had been given of Tuesday 25<sup>th</sup> June 2019. DWF would give instruction that the commercial transaction documents be released for completion. There would be a final conveyancing cost. J Page would provide a further update in due course.

435. **MULTI ACADEMY TRUSTS**

H Clacy had recently attended a meeting of the Red Kite Alliance. Their steer had been that Teaching School Alliances were not the way to go. They were instead looking at a strong partnerships way of working as a pilot. Going forwards they did not believe that school improvement would come from the LA. The LA would deal with the statutory elements such as safeguarding. H Clacy felt that as a vulnerable school, SVHS would need to make some decisions, which may involve forging a firmer partnership with Red Kite.

S Harris advised that The JCA were hoping to convert with the CAT on 1<sup>st</sup> September 2019.

436. **ANY OTHER BUSINESS**  
**Fairfield School**

J Page read out the following statement on behalf of Tony Pruchniewicz, Chair of Governors at Fairfield School:

“This statement is provided and endorsed by both Kirklees Council and the Chair of Governors of Fairfield School regarding the former Head Teacher of Fairfield School, Ms Anne Tierney. Following Ms Tierney’s departure from the Trust Board in December 2016 and in light of media articles published which could be linked to her (by inference or otherwise), we wish to record that following an investigation into issues raised there was no finding of misconduct relating to Ms Tierney’s employment as Head Teacher of the school or otherwise and the media articles produced were not endorsed by either body. We wish to express our thanks to Ms Tierney for her significant contribution to children and schools across the Kirklees borough over the last 25 years. We wish her every success for the future.”

**Gomersal Primary Nomination for Award**

Mel had advised that Gomersal Primary had been shortlisted for Creative School of the Year at the TES Awards Evening the following night. Congratulated on this, know this is one of their strengths. Wish them luck.

437. **TRUSTEE BOARD DATES FOR ACADEMIC YEAR 2019/2020**

The following dates were proposed:

- Thursday 10<sup>th</sup> October 2019 AGM at 6pm, regular meeting at 6.30pm
- Thursday 5<sup>th</sup> December 2019 at 6.30pm
- Thursday 12<sup>th</sup> March 2020 at 6.30pm
- Thursday 25<sup>th</sup> June 2019 at 6.30pm

438. **PROPOSED FUTURE AGENDA ITEMS**

- Evaluation of Restorative Practices training (Oct '19)

The meeting closed at 7.45pm.