

KING'S OAK ACADEMY

Academy Council Meeting No 22 Monday 29 June 2015

Present

Academy Councillors		Sponsor Councillors	
Ian Frost	Principal	Diane Owen (Chair)	Sponsor Councillor
Martin Pursey	Parent Councillor	C Thomas	Sponsor Councillor
Tim Anderson	Staff Councillor	S Slocombe	Sponsor Councillor
Tracie Larkin	Parent Councillor		Sponsor Councillor
Tom Taylor	Staff Councillor	Vacancy	Sponsor Councillor
Dan Nichols	Executive Principal	Diana Burt	Student Advocate
Vacancy	LA		

In attendance

Jo Grayson	Vice Principal
Andrea Gould	Business Manager
Simon Jones	Ass. Principal
Kris Bridgeman	Ass. Principal
Emma Mignaud	Primary Phase Leader
Hugh Wilson	Clerk

Apologies: Gary Pine

NB. Item numbers refer to the CLF Common Agenda Template. Not every item will be discussed at each meeting therefore only discussion items will be recorded.

Item	Note	Action
1	Introduction, Administration and Apologies <ul style="list-style-type: none">The Chair welcomed all present to the meeting.DOn introduced Emma Mignaud, new Primary Phase leader.	

	<ul style="list-style-type: none"> • Apologies for non-attendance were received, and accepted, from Gary Pine. 	
2	<p>Declarations of Interest: There were none declared.</p>	
3	<p>Minutes of Previous Meeting:</p> <p>18 May 2015:</p> <ul style="list-style-type: none"> • Accuracy: No inaccuracies were reported and the minutes were signed as a true record. • Actions: refer to Appendix 1. 	
4	<p>Matters Arising:</p> <p>There were no matters arising.</p>	
5	<p>Governance:</p> <p>DOn reminded everyone that there is a need to review the governance in the light of KOA becoming an all-through academy from September. The Project Steering Group have been looking at this and Alison Fletcher has put together a paper, which suggests an Academy Council of 14. It was agreed that the current number of 13 is sufficient. EMd would like a primary parent Councillor and CTs said he didn't think there were enough parents and there was discussion about perhaps having three parents as a more balanced representation. A temporary sub-group of councillors who would oversee the development of the new phase and who could consider further the governance was proposed and accepted as a way forward.</p> <p>Action: DOn to feedback on governance to PSG.</p>	Action 22.1
6	<p>Strategic Developments:</p> <p>Principal Vacancy</p> <ul style="list-style-type: none"> • IFt will be taking up a new post in a Gloucester academy in September. DNs explained that CLF are looking at an interim 	

	<p>leadership solution for the short term with a view to making a permanent appointment possibly for January 2106. Decisions about an interim solution are not being rushed in order to ensure that a thoughtful approach is taken. Academy Councillors will be informed as soon as the situation is clearer.</p> <p>Primary Planning:</p> <ul style="list-style-type: none"> • EMD has made a good start. • Two teachers appointed: Charlotte Britton and Ellie Houselander. • 42 places have been offered but it is expected that this will rise to 45. • Two events have been scheduled, a Family Event on 7 July and an Admin Day on 14 July. • IFt circulated the first draft of the Primary information, which will be included in the prospectus. <p>Action: Councillors to provide feedback to IFt by 7 July on the 1st draft of the Primary information.</p>	
7	<p>Education Report:</p> <p>SLT:</p> <ul style="list-style-type: none"> • Thanks to GPy for work on timetable, JGn/AGd for curriculum meetings, structure and time budget • Thanked Kris Bridgeman who is returning to a promoted post at BMA for the massive impact he has made while at KOA. • LAe will not return from mat leave until January • ASu has been seconded as an Associate AP since January • SJs will move to work on ethos from September • Discussed Post 16 restructuring which has taken place <p>Budget for 15/16:</p> <p>Dan Nicholls, AGd, IFt looking at ways of saving money with the restructure of 3 / 4 areas of the school.</p>	Action 22-2

	<p>We will be fully staffed with specialist staff for September with Drama and Science appointments yet to be made.</p> <ul style="list-style-type: none"> - Maths: the work with amalgamating the 2 borderline groups in Year 11 has been successful and this will continue with current Year 10. - VA Planning: ASu/GPy have led a lot of work on this with current prediction of 992. - Subjects at risk Geog, Drama, History, DT with all of these there has been significant improvement and we are expecting results to reflect this. - Uniform: There has been an emphasis on uniform and parents will receive a letter tomorrow outlining the uniform requirements for September <p>Yr 11 update: JGn Year 11 attendance has changed, they now have to stay on roll until their 16th birthday which for some is after the 30 June. Councillors asked about the impact of this and how long had the school been aware of the change</p>	
8	<p>SEND Update: DBt A written report was circulated.</p> <ul style="list-style-type: none"> • Transition well underway. Vulnerable students + single students coming from a particular school have an additional day. Summer School will run for 1 week in August. • SWAN cards are well embedded and will be in place for new students from September. • CTs added that transition is working very well and SEN support is really good. 	
9	<p>Finance: AGd</p> <ul style="list-style-type: none"> - A paper was circulated and AGd highlighted some key points. - The Academy is forecasting a deficit budget and AGd outlined the key reasons for this (refer also to the Principal's report). - A satisfactory settlement figure agreed as conclusion to long-term sick issue. - Supply and Maintenance budget will be overspent. - Following a bidding process by all the academies within the CLF for funds from the CLF Capital Improvement Fund, each 	

	<p>academy has now been allocated funds for various maintenance/improvement projects. AGd noted her disappointment at the outcome of KOA's bid – there is no appeals process. Will resubmit for Drama cladding in September. Chris Thomas asked how does CLF allocate the money. AGd to raise this with the central team and note that Councillors are concerned about how money was shared out and to be clear that we are getting a fair share.</p> <ul style="list-style-type: none"> - Astro Turf: Looking at alternative provision which must be EFA approved. - Councillors noted that it is important that AGd keeps AC updated with a summary of the financial position of the school. <p>Travel Plan: has been circulated.</p> <p>Martin Pursey raised concern about Brook Road and parents dropping students off. AGd said that staff will be on duty from the first day and that we are liaising with the LA about traffic order.</p>	
12	<p>Site/Legal/Health & Safety: AGd</p> <p>Nothing to report.</p>	
14	<p>Any Other Business:</p> <p>None.</p> <p>Date of next meetings</p> <ul style="list-style-type: none"> • 21st September 2015 • 19th October 2015 • 29th February 2016 • 27th June 2016 	

After the meeting, Academy Councillors presented IFt with a gift and thanked him for his commitment to KOA and wished him every success in his new role.

Approved

Date:

Diane Owen
Chair King's Oak Academy Council

KOA Academy Council

Open Action Item Status

Meeting	Action No	Action and Current Status	Responsible	Open/ Closed
23 Mar 2015	20-1	AGd to create additional column for the Risk Register to identify risk manager – to be closed. Action planned to be completed when the new risk register template is available.	AGd	Closed
23 Mar 2015	20-4	GPy to seek interest from University colleagues re Councillor vacancies – IFt to speak to GPy.	GPy	Open
23 Mar 2015	20-6	DOn/HWi to ensure Finance discussion is planned for the May meeting – Completed.	DO/HWn	Closed
18 May 2015	21-1	IFt/AGd to update comments column of Risk Register for L3 – completed.	IFt/AGd	Closed
18 May 2015	21-2	HWn to provide status update of Risks to AGd – completed.	HWn	Closed
18 May 2015	21-3	Re LA Councillor vacancy, DOn to continue to liaise with Susannah Hill – awaiting SHI, ongoing.	DOn	Open
18 May 2015	21-4	All Councillors to provide comments on the draft policy to HWn, copied to DOn by 6th June 2015 – completed.	All	Closed
29 Jun 2105	22-1	DOn to feedback on governance to PSG	DOn	Open
29 Jun 2015	22-2	All to provide feedback to IFt on 1st draft of the Primary information	All	Open