Minutes of the Meeting of the Board of Trustees
held at 5.30pm on Thursday 9 May 2019
at Mary Rose Academy, Gisors Road, Southsea, PO4 8GT

Present:  Mark Mitchell (MM)  Chair
          Alison Beane (AB)  Executive Headteacher, Trustee
          Kimberley Worthy (KW)
          Alistair Gray (AG)
          SJ Davis (SD)
          Philip Slaughter (PS)

Apologies:  Andrew Hill (AH)
            Gareth Morgan (GM)
            Andrew Alderson (AA)

In attendance:  Marie Singleton (MS)  SAT Chief Finance and Operations Officer
                Karen Frost (KF)  Company Secretary
                Kyle Ball (KB)  SAT Head of Finance

30/19  WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting. Apologies for absence were received and accepted from AH, GM and AA.

31/19  DECLARATION OF PECUNIARY INTERESTS

There were no declarations of pecuniary interest relating to the agenda of the meeting.

32/19  MINUTES OF THE PREVIOUS MEETING

Minutes from the meeting of the Board held on 25 March 2019 had been received in advance of the meeting. They were unanimously agreed to be an accurate record of the meeting and were signed by the Chair.
33/19 MATTERS ARISING

The following actions were agreed:

- KF would circulate the Challenge Partners reports.  
  **Action:** KF

- MM would chase up on progress with the Executive Headteacher recruitment.  
  **Action:** MM

a) Benchmarking Data

The benchmarking report card for 2017/18 was received in advance of the meeting. There was also an online benchmarking tool that could be used to select criteria and choose comparable schools to benchmark against although it was noted that it was difficult to identify comparable special schools.

34/19 REPORT FROM FINANCE COMMITTEE

A confidential item was discussed.

35/19 GOVERNANCE

The Chair reported that, subject to approval of the Members of the Trust, the vacancies on the Board had been filled.

It was agreed that Philip Slaughter would join the Finance and Audit Committee and Sonia White would join the Standards Committee.

The Executive Headteacher proposed that the Portsmouth Teaching School Alliance (PTSA) Board be disbanded and be replaced by a new sub-committee of the Board of Trustees. Board members were in agreement with the proposal. It was agreed that membership of the committee would be confirmed at the next meeting of the Board.

36/19 ITEMS FOR THE NEXT MEETING

- Membership and terms of reference for the Teaching School Committee.
- Scheme of delegation for the Trust.

37/19 CORRESPONDENCE

A letter from Lord Agnew dated 30 April 2019 was noted.
DATE OF THE NEXT MEETING

The date of the next meeting was Monday 15 July 2019 at 5.30pm.
### SUMMARY OF ACTIONS

<table>
<thead>
<tr>
<th>No.</th>
<th>Action</th>
<th>By whom</th>
<th>Target Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>18/19</td>
<td>Re-circulate the KPIs once amendments are made.</td>
<td>AB</td>
<td>Apr 19</td>
</tr>
<tr>
<td>18/19i</td>
<td>Circulate the vision, values and KPIs to the Academy Governing Bodies once amended.</td>
<td>MM/KF</td>
<td>Apr 19</td>
</tr>
<tr>
<td>33/19i</td>
<td>Circulate the Challenge Partners reports.</td>
<td>KF</td>
<td>May 19</td>
</tr>
<tr>
<td>33/19ii</td>
<td>Find out about progress towards Executive Headteacher recruitment.</td>
<td>MM</td>
<td>May 19</td>
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