

BEST Directors' Meeting

14th September 2016, 16 00-18 00

SWA, Block 20, Room 914

Attendees

Julie Hollings (JH), Alan Lee (AL), Lorraine MacDonald (LM), David Shelvey (DS), Paul Walker (PW), Ian Kite (IK)

Minute taker: Yvonne Humphryes (YH)

Apologies

Peter Little (PL)

Notification of any perceived conflicts of interest

None

Approval of Minutes

Approved and signed

Agenda items:

1. Estates Vision
2. Performance
3. Communication Strategy
4. Governance

Previous Minutes

School Surveys: AL advised the Board that he's in conversation with and collating information from all the Principals with regards to previous surveys undertaken at their schools; AL to feedback next meeting.

Estates Vision

Contracts regarding the SWA/Warden Development are currently being reviewed. However, Directors' felt that there is some ambiguity around what facilities are included in the costs. Further clarity is required before sanction will be given. **Action: IK to seek clarity and provide more information to the Board.**

28th September 2016 is the deadline for the Pix Brook free school bid. **Action: Directors to complete and return the suitability documentation to IK by Friday 23rd September.**

Performance

AL(CEO) explained to the Board that going forward all staff will need to hit a minimum of 50% in both attainment and progress to achieve a pass in their appraisal; a fail = no incremental pay rise, unless there are exceptional circumstances, which will need to be evidenced. Clear targets are to be set at the start of the year and so there will be no surprises at the end of the year.

A sub-committee of Directors will be checking the performance of Principals.

2016 results data reviewed across all key stages. Whilst attainment levels are good there needs to be more focus on outcomes rather than process to ensure the necessary results are shown in student progress.

The improved results for this years' GCSEs at SWA were acknowledged. However, there's still work to be done to bring results into the top 20th percentile... Alps grade 3.

Communications Strategy

BEMAT became BEST via Companies House on 1st September 2016. AL notified all teaching and support staff of the name change during the teacher training days on 2nd & 5th September. HR have sent written communications to all BEST colleagues to confirm that their terms of conditions of employment are not affected by the name change.

ICT and Partnership Education are putting together a plan to convert BEMAT email addresses to BESTLtd.org.uk; we are looking to get this completed by quickly, end of term latest.

The new logo was designed for BEST on a complimentary basis by d2creative in Ampthill; the service and support offered by d2creative has been excellent and the decision has been made by AL to use them to create the new BEST website. The Directors' support this decision.

Chris Wright has completed audits on all the schools. Principals will discuss the outcome of the audits with their LGBs.

Governance

YH confirmed that Governor Hub has now been set up for the trust; all Directors and Chairs of LGB have been added as users. Once the confirmed list of Governors for each of the LGBs has been confirmed, they too will be added. **Action: YH to send password reminders for Governor Hub to each of the Directors.**

The Board reviewed the Governor training need analysis that was undertaken during summer 2016 and the Governor training schedule that has been put together and circulated to all Governors to help address any training needs.

Following the secondment of Carrie Traill to SWA LGB, The Board reviewed the Biography of Cathy Piotrowski, who is a National Leader of Governance, with a view to offering her a place on the BEST Board of Directors for a period of 12 months. **Decision: All Directors' were in agreement to Cathy joining the Board for a period of twelve months subject to satisfactory references and a clear DBS check.**



Next meeting: 7th December 2016