



To: Nigel Armsby (Principal), Alan Benton, Dave Brown, Claudine Crossley, Maria Eze, Ginette Hogan, Erik Mesel, Richard Palmer, Tracy Penfold, Andy Sikora

Copies to: Tom Capewell, Nick Hyde, Ange Osman (Deputy/Deputy Associate Principals)

Jacob Adeshina, (ABO)

To be advised (Clerk to the Trustees)

Also in Attendance: Tim Morris Company Secretary/Secretary to the Board

Trustee Full Board Meeting

This meeting will be held in N16 on Thursday 18th May 2023 at 5pm when you will be invited to attend for the business set out below.

Documents to be considered are also available on the Trustees' online resource library.

If you are unable to attend the meeting or wish to include any other matter of business, please notify me at tmorris@highamsparkschool.co.uk Tim Morris Company Secretary/Secretary to the Board.

FULL BOARD – AGENDA

PRE MEETING – 5PM, Members and Trustees only

- a) Members to feedback back on CP/SB Meeting
- b) Members Role in the Academy Trust

FULL BOARD MEETING – 5.30pm

1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence accepted
- 1.2 Apologies for absence not accepted
- 1.3 To consider disqualification for non- attendance
- 1.4 Quorum

2. DECLARATION OF INTEREST

- 2.1 Trustees to declare any interests they have in any of the following agenda items
- 2.2 Standing declarations – those noted in the published document on the school website

3. TRUST BODY

- 3.1 To confirm Trust Board membership –
Trustees to note RP, AS and AB term of expiry Sept 23
- 3.2 Ensure details held about Trustees on GIAS and Companies House are up to date.

4. MINUTES OF THE FULL BOARD MEETING – 23rd March 2023

- 4.1 Trustees are asked to approve the previous minutes for content and accuracy.
- 4.2 MATTERS ARISING

5. ACTIONS FROM FULL BOARD MEETING 23rd March 2023



6. STRATEGIC SCHOOL ITEMS

6.1 Company Secretary's Report

Trustees are asked to note the Company Secretary's Report

6.2 School Development Plan 22/23

Trustees are asked to note progress on the Leadership and Management actions during the Spring Term

6.3 Post Ofsted Action Plan

Trustees are asked to note progress on actions identified

6.4 Trust Board Meeting Dates 23/24

Trustees are asked to consider the meeting dates for academic year 23/24

7. FEEDBACK FROM SUB COMMITTEE MEETINGS

7.1 Feedback from Resources Committee Meeting held 4th May 2023

Trustees are asked to note feedback

7.2 March Monthly Finance Report

Trustees are asked to note March 23 finance position

7.3 Catering Contract.

Trustees are asked to consider the recommendations presented to the Resources Committee

8. TEACHING AND LEARNING SCHOOL ITEMS

8.1 Feedback from Academy Effectiveness Committee Meeting held 27th April 2023

Trustees are asked to note feedback

9. SAFEGUARDING

9.1 Safeguarding Link Visit - Tracy Penfold

Trustees note the report from the safeguarding link governor.

10. LINK TRUSTEE VISIT REPORTS

10.1 Trustees to note/discuss any Link Visits since last meeting

11. TRUSTEE TRAINING

11.1 Trustees are asked to provide the Ginette Hogan with any training courses attended so they can be logged on the training record

12. CHAIR'S ACTION

12.1 The Chair to report on any action(s) taken since the last meeting for trustees' consideration.

13. POLICIES FOR APPROVAL

Trustees are asked to approve the following policies –

There are no policies due for approval



14. DATES AND TIMES OF NEXT MEETINGS

Audit Committee – Thursday 15th June 2023 at 8.00am – Via Teams

Resources Committee – Thursday 22nd June 2023 at 10.15am

Full Board meeting – **WEDNESDAY** 5th July 2023 at 5.00pm

Academy Effectiveness – Thursday 10th July 2023 at **6.00pm**

15. ANY OTHER BUSINESS

Notified to the Company Secretary up to 2 days before the meeting

16. CONFIDENTIAL ITEMS

1 Item