

# Minutes

## UTC Oxfordshire Trust



<b>Meeting:</b>	UTC Oxfordshire Trust Board
<b>Location:</b>	UTC Oxfordshire
<b>Date and time:</b>	Wednesday 2 March 2016, 5-7pm
<b>Chair:</b>	Lee Nicholls
<b>Attendees:</b>	Lee Nicholls (Chair); Philip Waddup (Vice Chair); Billy McNeil; Mark Bodeker; Owain Johns; Alex Birkhead; Zoe Pooley; Grace Thompson;
<b>In attendance:</b>	Heledd Walker, Group Compliance Administrator Sue Lea, Vice Principal, UTC Oxfordshire Paul Corrie, Maths Teacher, UTC Oxfordshire

### 1. Apologies for absence

Paul Hogg; Steve Houseman; David Martin

### 2. Declaration of interests, gifts and hospitality

Lee Nicholls and Philip Waddup, who work for Activate Learning, the lead sponsor and provider of group services. Billy McNeil works for RM, a provider of services to UTC Oxfordshire

### 3. Minutes of meeting held on 2 December 2016

The minutes were approved.

### 4. Matters arising

The chair formally welcomed Zoe Pooley, Parent Governor to the board.

The chair informed the board that Amanda Callaghan has resigned from her position on the board.

The chair invited three governors to volunteer to attend an event hosted by Prince Andrew at St James's Palace on 21<sup>st</sup> June 2016.

### 5. Any other business that has arisen since the circulation of the agenda

Current and future admission arrangements were discussed by the board. The principal lead a positive discussion around the current arrangement whereby the admissions are processed through the local authority. The risk with random allocations is considered minimal. The discussion concluded that the provision has been good and the local authority has been a very collaborative partner. Benefits include the smooth running of the provision this year and the cost benefit saving of the administration and marketing costs, with all potential year 9 students receiving a letter detailing the UTC as an option.

The principal raised a discussion regarding the current length of the school day. The committee discussed the benefits of reducing the working day on Mondays and Fridays. It was noted that students are tired by Thursday afternoon, there are a number of students that have bad journeys home not arriving home until 7:30pm and the study periods are proving to be a challenge. The governors raised concerns over making changes as a current benefit of a longer day include no homework in the evenings and weekends. There were also questions around the ethos of aligning with the working day with work hours in preparation for employment.

#### **RESOLVED**

The board approved the recommendation to remain with the current admission arrangements through the local authority.

The board resolved that parents, staff and students should be consulted with options; the information gathered should be brought back to the board in July.

#### **6. Governance update**

The board received the Governance review across Activate schools and UTC's. A discussion ensued regarding the time to now review the governance structure to create less bureaucracy. Grace Thompson and Billy McNeil volunteered to form part of a joint working group with two governors required from each UTC to report back to the board meeting in July with recommendations of which option is preferred.

#### **RESOLVED**

Grace Thompson and Billy McNeil volunteered to be part of the joint working group to report back to the board in July with recommendations of which option is preferred.

#### **7. Principal's report, including presentation on student progress data**

The board received the principal's report along with a presentation on student data. It was explained that the changes in GCSE grades and changes to English and Maths in 2017 may cause a possible decrease in the number of students attaining a good pass, the idea behind the changes is to raise the standards overall, however the portion of students gaining a C+ could decrease from the predicted 63.3% to 43.3% gaining a 5+ in the new grade system. The changes in Maths involve different emphasis rather than different content. The grades will be based on 40% mathematical fluency, 30% mathematical reasoning and 30% problem solving. Changes to English will include all papers being the same for all students – no higher/foundation tiers, no more coursework, all assessment through a 2 hour exam. A compulsory oral component does not count towards final grade. All texts will be unseen and of high quality. Expected targets which are based on Cognitive Ability Tests taken in the first term at the UTC and moderated by teachers are Maths 60.9% grade 5 and above and English 59.0% grade 5 and above.

Discussions moved onto Community engagement and Partners. The governors discussed the quality of interaction and the resources required by the UTC. Partners need to be assessed for full engagement and lead so that the UTC teachers can step back. There are different relationships with each partner, going forward there needs to be a prepared discussion categorising the industry partners, Strategic/Core Partners, Associate and Informal. There is also a requirement for academic partners. In Year 2 and 3 there may be enough resources to employ a Business Development Officer.

## **RESOLVED**

It was resolved that there needs to be a prepared discussion regarding the Industry partners.

It was resolved that a further discussion is required when the UTC has 450 students interacting with different partners.

## **8. Quality Assurance**

The Board received the Group Development Plan with the addition of the leads from the UTC next to each development area. The governors discussed adding targets into the plan. The Principal will now choose the areas of priority and feedback at the next meeting what has been done and what the impact has been.

## **RESOLVED**

It was resolved to add targets to the development plan.

It was resolved to feedback on priority areas at the next meeting with the impact in each area.

## **9. Report from Finance and resources committee meeting**

Billy McNeil reported back to the board from the Finance and Resources committee updating that the previous forecasted surplus is now a deficit. The committee has requested an interim meeting before the next meeting on 6<sup>th</sup> July. The governors questioned whether notification to the Dfe is required. The board was assured that they are not in a position to make this decision now, as this could lead to unnecessary intervention. After the additional meeting a note will go out to the full board.

## **RESOLVED**

It was resolved to report back to the board, following the additional finance and resources meeting.

## **10. Principal's annual review**

Steve Houseman, Paul Hogg and Mark Bodeker the Principal's review along with Lee Nicholls.

During the second half of the meeting Year 2 objectives were discussed which Owain and Lee are currently finalising.

## **11. Date of next meeting**

Wednesday 6<sup>th</sup> July 2016

 17/7/16

