



BOARD OF DIRECTORS

DRAFT MINUTES of the eleventh meeting of the Directors of the Academy Trust
 Company duly convened and held at John Mason School on Monday 13th April 2015
 at 5.30 pm.

Present:	Douglas Aitken (DA), Helen Bottomley (HB), Emma Brown (EB) Jean Challis (JC), Maxine Evans (ME), Barry Graham (BG), Linda Haggarty (LH), Jonathan Hopkins (JH) (in the Chair), Christopher Palmer (CP), Amanda Sissons (AS).
In attendance	Julian Hehir (JTH) (Clerk).
Apologies	Apologies were received and accepted from Paul Brooks (PB), Di Mashiter (DM), Alex Mannix (AM) and David Ricketts (DR).

	Item	Action
1.	Notice and quorum	
	Due notice of the meeting had been given and a quorum was present.	Clerk
2.	Apologies	
	As reported above.	Clerk
3.	Governors' interests	
	No revised or new declarations of interest were declared.	Clerk
4.	Confidential matters	
	There were no matters to report on the agenda that were likely to give rise to the disclosure of confidential information at the meeting or thereafter.	Clerk
5.	Minutes 25th February 2015	
	The minutes of the meeting held on the 25 th February were deferred for consideration at the next scheduled Board meeting on the 23 rd April 2015.	Clerk
6.	Headteacher appointment and salary scale	
	JH reported that the panel appointed to recruit and select a new Headteacher to succeed Di Mashiter from 1 st September 2015, had	

Date of signing..... In the Chair.....



	<p>recommended the Board to formally appoint Mrs Sarah Brinkley, formerly Deputy Headteacher at John Mason School.</p> <p>The FPP Committee had recommended that the appointment should be made on the pay scale as advertised.</p> <p>The Board AGREED to confirm the appointment of Mrs Sarah Brinkley as Headteacher of John Mason School with effect from 1st September 2015 on Leadership range x points x – x)??</p>	PB/JH to action
7.	Any other business	
	<p>JH reported that all staff had been advised on the last day of term 4, of the recommended candidate to be appointed as the new Headteacher. A letter to parents had been drafted and signed off to go out to parents (via book bags) on the 14th April.</p> <p>PB would e-mail all other schools in Abingdon to advise them of the new Headteacher appointment. A short press release would appear on the school's website.</p> <p>A communications programme was being put in place to enable Sarah Brinkley (SB) to meet with DM to discuss transition and handover arrangements. There would also be some more formal events to enable SB to engage with DM and Governors, for instance committee meetings, and the Parents' Forum would invite SB to one of its future meetings.</p> <p>The Board asked if any other senior leadership changes were known about. An advert had been placed to recruit a new Assistant Headteacher, the closing date for applications for the position being Monday 20th April. No other SLT changes were proposed or known about for the time being. JH added that new staff recruitment appeared to be putting the school in a very favourable position at the moment. A full staffing report would be presented to the Board at its 23rd April meeting.</p>	DM/SLT
8.	Date of next meeting	
	Thursday 23 rd April 2015 at 5.30pm, preceded by a brief Members' meeting.	All

The meeting finished at 5.47pm.

Minutes drafted 6.45pm 13th April

Date of signing..... In the Chair.....