

Dorset Studio School

Minutes of the Governors meeting held on Thursday 19th April 2018, 4.00pm in the Dorset Studio School

Governors (GB)	*Kaye Chittenden; Andy Daw; *Mark Gibbens (Chair); *Avril Harrison; Robert Lasseter; *Annetta Minard (Principal); *Luke Rake (Member); *Jim Tirrell (Member); *Martha Vigar; Alex Williams (Parent Governor)
Other Attendees	*Vanessa Gifford (KMC Clerk); *Chris Pedder (Deputy Principal, Finance & Corporate Services KMC)

* *Indicates actual presence at this meeting*

AGENDA ITEM		Challenge and Action
1.	<p>DECLARATIONS OF INTEREST</p> <p>Representatives of Kingston Maurward College (KMC) and The Thomas Hardy School (THS) reaffirmed their standing declaration of interests in items relating to the financial / legal relationships between those sponsoring bodies and the Dorset Studio School (DSS).</p> <p>There were no further declarations of interest.</p>	
2.	<p>APOLOGIES</p> <p>Apologies for absence were received from Andy Daw, Robert Lasseter and Alex Williams.</p> <p>Note – Alex Williams had carried out a Governor visit to the school, to review health and hygiene in relation to land based learning. He is very interested in the school but attendance at meetings has been difficult recently because he has changed jobs and moved house.</p>	
3.	<p>MINUTES OF THE MEETINGS HELD ON 1 FEBRUARY 2018</p> <p>The Governing Body (GB) APPROVED the minutes of 1 February 2018 as a true and accurate record and APPROVED them for website publication.</p>	
4.	<p>MATTERS ARISING FROM THE MINUTES</p> <p>There were no matters arising from the minutes of 1 February 2018.</p>	



<p>5.</p>	<p>PRINCIPALS REPORT</p> <p>Performance Analysis</p> <p>Year 9: The Principal advised that this year group was a strong and capable cohort, being only ¾ point away from yr 11 expected, for Progress 8. There were 7 students who were 5+ for English, compared with only 6 students from Year 11 which highlighted this was a higher attaining group. There were also 3 students at 4+ for maths compared to 1 student in Year 11.</p> <p>Year 10: The Principal advised that this group of students were 0.15 away on Progress 8, and the data for this year group had been fully dissected at that days staff meeting. It was noted that the average national expectation was now a 5, with all schools being assessed in the same way.</p> <p>Year 11: The Principal advised that Year 11 were where she expected them to be, at +0.01 Progress 8, although the students were below national average in attainment. This means that English and Maths threshold is likely to be low again this year but The Principal advised that the progress grade demonstrates that students are working in line with their potential. It was clear that this was not a high attaining year group but students were working to their capacity. This will be further discussed, following the results for 2018.</p> <p>Post 16 Strategy</p> <p>The GB questioned where the school was in line with expectations, and the Principal responded that it was a small year group who were completing extended projects which were going well. It was noted that the projects gained UCAS points for the future. The Principal circulated a report on the current Post 16 showing the provision and targets.</p> <p>The strategy for Post 16 would have to be discussed, however, it was agreed to wait until a decision on the Years 7 and 8 bid had been received.</p> <p>Pupil Numbers</p> <p>The Principal reported that 65 first choice applications had been received and all of them had been offered a place. The GB questioned where the students were from and it was noted they were from all over Dorset, with a lot from the Weymouth area. The Principal KMC agreed to provide a breakdown of the students by geographical area if he was provided with the postcodes. It was also noted that on past experience there could be further applications to come. The GB were pleased that the DSS was going in the right direction, with learners applying for the right reasons and understanding the land based offer.</p> <p>Curriculum Model</p> <p>The Principal advised that she had shared a full working model with the Members of the Academy Trust earlier in the week which was keeping true to the specialism of the school. Interviews were being held to appoint to required positions including maths teachers and a Head of Science. It was noted that if the Head of Science interviews were unsuccessful there could be a partnership with THS. There was also a requirement for a Religious</p>	<p>LR</p>
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	<p>Education (RE) teacher which the Principal was looking to share with THS due to the small number of periods that were required.</p> <p>Attendance The Principal shared a mid-year review on Attendance highlighting that the overall attendance rate was currently 95%, which was 0.5% higher than the same time the previous year. It was noted that the local authority had visited to monitor attendance and were impressed with the schools control.</p> <p>ARROW – a Multisensory, Differentiated Approach to Learning for Students of all Abilities At the previous meeting the Principal had agreed to present a review of ARROW and an interim review was shared with the GB. The report outlined the Program and the results of students. The next steps were noted and the Principal agreed to provide a full years report showing the impact of ARROW intervention at the end of the academic year.</p>	AM
6.	<p>DEVELOPMENT PLANNING</p> <p>The Principal advised that the consultation period for admitting students into years 7 and 8 had now ended and a formal application submitted to the Regional Schools Commissioner (RSC). The following points were NOTED during the discussions:</p> <ul style="list-style-type: none"> • The Principal circulated a response from Dorset County Council (DCC) which had been received two weeks after the closing date. It clearly showed that DCC did not understand the ethos of a Studio School. It was acknowledged that a representative did attend the open meeting which was positive. • The RSC had sent in some questions for clarification which the Principal had responded to. The questions were mainly around whether KMC and THS could manage the extra places and both organisations had confirmed positively. The RSC also questioned whether the school was extending and the Principal had advised that the PAN would not be changed. • The RSC had also questioned the financial position of the DSS due to the in-year deficit in 2016/17 and 2017/18. The Deputy Principal, Finance & Corporate Services KMC explained that this was a financial accounting deficit and not an operational deficit and had been highlighted to the GB at the time. The Principal planned to respond to this question the following day in liaison with the Deputy Principal, Finance & Corporate Services KMC, who would supply the data to show that the school was viable and that the movement of figures was due to the clawback demanded by the ESFA. The operational surplus for 2017/18 was forecast to be £23K, with a large financial accounting entry for depreciation due to the new building. The Deputy Principal, Finance & Corporate Services KMC advised that the 2016/17 accounts had shown a genuine operational deficit, and a reconciliation had been provided when the final accounts were approved. There should have been an operational surplus of £91K, however this had been hit by the clawback with £132K having to be paid back which had been being paid and budgeted for monthly during the 2017/18 financial year. The Auditors had insisted that the clawback be posted in the correct year which then showed as an 	



	<p>operational deficit. There had also been the normal accounting charges for depreciation and pension charges. The GB was assured that the clawback had now been included in the budget for 2017/18, although the clawback had not occurred when the budget had been approved but had since been included. It was noted that the position would be fully articulated in the response to the RSC.</p> <p>The questions on the financial position of the school were particularly disconcerting as the DfE had created the issues by insisting on the clawback. It was agreed that there had been good financial planning, which the GB had been fully informed of and discussed. The Members had also written to the DfE advising of the implications of the clawback to no avail.</p> <p>To give Trustees further reassurance the Deputy Principal, Finance & Corporate Services KMC shared a draft Budget for 2018/19 to highlight that the DSS was viable, and for further discussion at the next meeting. It was noted that the clawback would be completely paid back within 2017/18 so there would be no further surprises for 2018/19.</p> <p>Student numbers would be confirmed until the October 2018 census, with funding coming through in June 2019, with the Budget balanced by the end of the financial year.</p>	
<p>7.</p>	<p>MANAGEMENT ACCOUNTS TO 31 DECEMBER 2017</p> <p>The Management Accounts to 31 December 2017 were NOTED and the following points made:</p> <ul style="list-style-type: none"> • It was noted that there was a projected deficit, however this would be adjusted in June 2018 when the additional student numbers would be funded, and there would be a break even position. • It was noted that 16-18 funding would now be lagged. • There had been additional costs for examination fees, however the Business Manager was checking this. • The Principal advised that the dual registration fee was not due to behavioural issues, but for a student who attended the Learning Centre for mental health reasons. • It was confirmed that there was still some start-up grant available. • It was agreed that the cash flow would have to be continually monitored to ensure it was resilient. It was noted that cash flow should increase in June. 	
<p>8.</p>	<p>WORK EXPERIENCE/EMPLOYER ENGAGEMENT</p> <p>The Employer Engagement Newsletter for March 2018 was shared with the GB. It was agreed to file an electronic version on GVO for easy access.</p> <p>It was agreed that it would be a good idea to share the ethos of the DSS with 'Country file' and hope that there could be some coverage. The Principal KMC suggested that the school worked with the KMC Marketing Manager to make some contact.</p>	<p>VG</p>



<p>9.</p>	<p>CAPITAL UPDATE</p> <p>The Principal advised the GB that the DSS had been unsuccessful with all the bids it had put forward for capital funding. It was agreed that as the DSS could only use contractors on an approved list for government funding and the quote from Kiers had not been value for money. Kiers had been selected as it was the original contractor for the building, and had advised that add-ons to the building would be easy due to the modular style of construction.</p> <p>It was agreed that the Principal would continue to try and source further local contractors' quotations, then seek planning permission and carry out smaller projects as and when funding was available.</p> <p>It was also noted that there could also be the opportunity to submit the bids again at a later date.</p> <p>The Principal re-iterated that the current building was not fit for purpose. The size of the building could not easily facilitate examinations, and learners not undertaking examinations having to be timetabled out of the building to enable the regulations to be met. It was agreed to follow up this point with the DfE in writing.</p> <p>The Principal KMC shared work that the College was undertaking that could be shared opportunities with the DSS:</p> <ul style="list-style-type: none"> • KMC was developing an Estate Masterplan and it was important that the DSS was part of this. It was currently considered that the two fields opposite the DSS were not part of any protected area and there could be opportunities for development. KMC were currently considering the addition of rugby facilities in part of this area; • The Principal KMC was in discussions with Dorchester Football Club to share a new 4g pitch in the town; • Partnerships were being developed with The Rugby Football Union (RFU) for community rugby; • New changing facilities were being considered behind the Gym. <p>It was agreed that KMC and DSS would continue to get these opportunities 'up and running' and then look to share the outcome.</p>	<p>AM</p>
<p>10.</p>	<p>CORPORATE RISK REGISTER</p> <p>The Corporate Risk Register was CONSIDERED and agreed that there were no new risks. It was suggested that the Risk Register be sent to the RSC as part of the Years 7 and 8 application to provide evidence of due diligence.</p>	<p>AM</p>
<p>11.</p>	<p>ANY OTHER BUSINESS FOR REPORT</p> <p>The following points were NOTED:</p>	



	<ul style="list-style-type: none"> It was noted that the mini-bus that had been sourced was working well, but funding would have to be allocated in due course for any work or replacement vehicle. 	
<p>12.</p>	<p>2017/18 MEETINGS</p> <p>The following dates were NOTED:</p> <ul style="list-style-type: none"> 17 May 2018 28 June 2018 <p>It was agreed that there would be no new information for a meeting on 17 May 2018, and this meeting would be cancelled, with the next meeting being Thursday 28 June 2018.</p>	
<p><i>The Meeting closed at 5.40pm with no further business</i></p>		

Chair Date

