

**MINUTES OF A MEETING OF THE LOCAL ACADEMY BOARD OF
HOLY TRINITY CE BIRMINGHAM
MONDAY 10 JULY 2023 AT 4.00 PM**

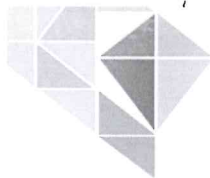
Chair	Mr David Willey	Clerk to board	Mrs Claire Lockey
Present at meeting with voting rights	Name	Role	
	Mrs Paula Burns	Head Teacher	
	Ms Helen Cross	Diocesan Governor	
	Ms Jagdeep Saran	Staff Governor (Teaching)	
	Ms Beata Anna Smal	Support Staff	
	Ms Millicent Broomes	Foundation Diocesan	
	Rev Eve Pitts	Ex-officio - Diocesan Governor	
	Ms Husseinatu Gibriel	Parent Governor	
In attendance without voting rights	Name	Role	
	Mrs Jo Shioleftou	Deputy Headteacher	
	Mr Rajan Bhatti	Assistant Head Teacher	
Apologies	Mr Graham Winfield	Vice Chair / Foundation Diocesan Governor	
Absent			

Item 1	Welcome and opening prayer
Minute	The Chair welcomed everyone and opened the meeting with a prayer.

Item 2	Apologies
Minute	There were apologies received and accepted from Graham Winfield.

Item 4	Review of Declarations of Business and Pecuniary Interests
Minute	The Chair reminded members to declare any new direct, indirect, or pecuniary interests. There were no new declarations received.

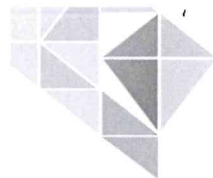
Item 5	Declarations of interest for specific matters on this agenda
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Minute	The Chair asked whether any member had any direct, indirect, or pecuniary interests in the business to be discussed. There were no declarations received.
Item 6	Minutes of the Board meeting on Monday 15 May 2023
Minute	<p>The minutes of the Local Academy Board meeting held on 15 May 2023 having previously been distributed. It was,</p> <p>Resolved that the minutes be taken as read, confirmed, signed as a true record and retained by the school for their record.</p>
Item 7	Review of Action Points/Other Matters Arising from the Minutes
Minute	<p><u>Progress towards action points</u> Governors reviewed the matters arising from the previous meeting:</p> <p><u>6.1 Governor Online Training</u> The Clerk confirmed that she had sent a further reminder via the Hub. GW - outstanding online training and all governors would need to complete the training again in September. JS to send some dates to the Clerk for governors to either complete the training online or go into the school to complete. ACTION</p> <p><u>15. BDMAT Code of Practice</u> The Clerk confirmed that she had sent a further reminder via the Hub. Governors would need to review and adopt the Code of Practice in September.</p> <p><u>Arts Exhibition</u> Governors were invited to attend the Arts Exhibition and information had been sent via the Hub.</p> <p><i>Revd. Eve joined the meeting at 16.13 pm.</i></p>
Item 7.2	Other matters arising
Questions raised by members	There was none.
Item 8	Pupil Attainment Data
Minute	<p>JS reported having previously circulated the data information, the remaining Yr6 test data would be received at 7.30 am tomorrow.</p> <p>Main points:</p> <ul style="list-style-type: none">- The national percentage for 2021/22 was listed as unknown for the national averages for this year and the last column related to the school data for 2023.- Reception had the biggest level of development. Children to achieve 12 learning goals in certain areas for a good level of development. There was another figure GLD -2 due to 2 children who had left the school.- The percentage going into Yr1 was 72.7%.- Yr1 phonics was 76%, the school had met the threshold which was an increase on last year's figure and in line with the national figures for last year. It was noted a child in Yr1

	<p>was new to the country prior to the phonics test being conducted and was on the roll, thus they were included in the numbers.</p> <ul style="list-style-type: none"> - The phonics -1 figure shows the data without the child who did not speak English. The HT highlighted the figure achieved was 76% and acknowledged what a good job the class teacher had done, within that cohort there had been several new children, 5 of which were new to the country which was remarkable to receive that percentage. - Yr2 Teacher Assessment (this year was the final year for the test), and the Teachers use the assessment to inform the teacher judgements based on what was seen in the classroom. - There was 1 child on roll but had not attended school since January hence there was a minus 1. - For Reading 53% of children were on track - For writing 53% of children were on track - For Maths 63% of children were on track. - The Yr6 Teacher Assessments had been reported to the government and published. As a school the only teacher assessment had been published for writing and everything was based on test scores which would be received tomorrow. - 60% of children were on track for writing. <p>JS highlighted she had worked really hard with the children and progress had been made, given that there were new children in Yr6. The school was broadly in line with writing for last year.</p> <p>It was, Resolved to receive and note the pupil data attainment report.</p>
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Item 9	Oral Report from Headteacher
<p>Minute</p> <p>Questions raised by members.</p>	<p>The HT reported there would be 21 children due to start in the reception class from September 2023. When the list was first published although the pupil numbers were over pan, there would be more children to commence in September than previous years. This was an improving picture off the pupil intake. The majority of children had attended an induction and parent meetings had also taken place. There would be home visits taking place on Friday 21st July and Monday 24th July. The children would then start half days on Tuesday 5th and Wednesday 6th September, lunch on Thursday and start full time on Monday 11th September 2023.</p> <p><u>Staffing</u></p> <p>The new Office Manager had commenced the role and had met with the payroll officer, finance partner and had a session with Michelle Fullwood around the SCR (Single Central Record). The HT had contacted South and City College for an Office Apprenticeship and Francis Baker had commenced at the school. There was a current TA vacancy within reception for September, the deadline to apply for the post was last Friday and nine applications had been received. SLT would shortlist and hopefully be able to appoint. Looking for a level 2 TA to work with a child who had an EHCP who was due to go into Yr4 in September. Currently funding for the child equated to 17hrs for the TA since the school had no additional funding.</p> <p>Yr6 would have a new teacher who would join the school in September and lead on English. Yr5 and Yr4 teachers remained the same. A teacher from Yr1 would move to Yr3, the Yr3 teacher would move to Yr2 and the current Yr2 teacher would move to Yr1. The Yr6 teacher</p>



	<p>Rev. Eve expressed her thanks stating it had been a great joy to work with the children and loved the school, the young people and thanked teachers for a good experience and also thanked all Governors.</p> <p>The HT informed governors that the school was due to finish on Tuesday 25th July and requested permission from the governors to finish at 1.30 pm.</p> <p>It was, Resolved to receive and accept that the school closes at 1.30 pm on Tuesday 25th July 2023.</p>
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Item 14	Items to be marked 'confidential'
Minute	There were no confidential items.
Item 15	Items for the chair to refer to the BDMAT Executive Team / BDMAT Board
Minute	There was none.
Item 16	Date of next meeting
	<p>The date and time of the next meeting was confirmed:</p> <ul style="list-style-type: none"> Monday 09 October 2023, 4.00 pm to be held at the school.
Item 23	Closing Prayer
Minute	<p>The Chair thanked governors and staff for their continued commitment and hard work.</p> <p>Rev. Eve closed the meeting in prayer.</p>

The meeting closed at 16.55 pm.

Summary of actions required from this meeting:

Minute ref	Ref	Actions	By	Deadline
7.		<u>Governor Online Training</u> JS to send some dates to the Clerk for governors to either complete the training online or go into the school to complete.	JS	Sept
13		<u>Policies for Review</u> Lockdown policy to be reviewed at the next LAB meeting in the Autumn Term.	Clerk	09.10.23

DAVID WILLEY
chair of LAB.
9 October 2023.