

## The Milford Academy

*Aim high, achieve*

### Minutes of the meeting of the Milford Academy Board of Trustees held on Tuesday 19<sup>th</sup> March 2024 at 4.00pm

Membership	Dave Dickinson, Chair
A denotes absent	Sue Buckby
	Matt Cooke, Joint Vice Chair
	Stephen Goff
	Helen Richardson
A	Terry Smith
	Gus Steele (via TEAMS)
	James Strawbridge, Joint Vice Chair
A	Rob Perkins, Head
In attendance	Clare Colmore, Clerk to the Trust Board
	Rachel Flynn, School Business Manager (SBM)
	Pat Fielding, CEO NST, via TEAMS

#### **Special meeting/23-24/01 Welcome, apologies for absence.**

The Chair welcomed all to the meeting.

Apologies for absence were received from Terry Smith and the Headteacher. Absences approved.

#### **Special meeting /23-24/02 Declarations of interest and Trustees Code of Conduct**

No Trustee expressed a conflict of interest.

#### **Special meeting /23-24/02 Ratification of recommendation of appointment to Headteacher post**

The Chair informed Trustees that there had been a thorough and rigorous two day selection process to recruit to the post of Headteacher. He thanked Pat Fielding for his support in the process as external advisor. Following the meeting he would inform both the successful and unsuccessful candidates of the outcome. He then invited Pat Fielding, CEO of NST, to inform Trustees about the process followed.

Pat Fielding advised that the:

- Of the four applications received for the post, two had been selected to attend the selection process and interview.
- The process had included the involvement of many of the Trustees over the two days.
- The panel had been assisted by the school business manager, the Headteacher with administration and logistics, and a number of staff. Trustees placed on record thanks to everyone involved.
- The process had been robust and rigorous, with a full range of activities included in the process. Where appropriate candidates had been informed prior to the selection days of the activities to enable them to prepare.
- The Headteacher would be informed of the decision so that he could manage communication with the school's community. The school business manager would communicate with unsuccessful candidate, with an offer of feedback from Pat Fielding.
- The induction of the new candidate would need to be arranged. Pat Fielding recommended consideration being given to support from an experienced Head from within NST, which would be at cost to the school.

He advised that it provided an assurance process and enabled the new Headteacher to be supported to excel.

- The new Headteacher would be introduced to Sally Manz and was welcomed to contact the CEOs of NST.
- Pat Fielding thanked the governing board for their strong governance enabling this process to be effective.
- The work undertaken on the school's key priorities would inform the future appraisal objectives. These included:
  - Settling the school
  - Ensuring high quality practitioners throughout school
  - A focus on the whole school community
  - Work to address behaviour.

Trustees asked for a report from the second day of activities. Pat Fielding responded that the preferred candidate had demonstrated that he had clarity about the vision for the school, it was heart felt and compelling, with an accurate understanding of the school's current position. He was focused on children and parents which aligned with the ethos expressed by Trustees and the Milford context. Whilst the second candidate had also been excellent, overall the preferred candidate's responses to the activities had been stronger.

The Chair advised the performance of both candidates had been strong and there were fine margins between them. However, the panel had come to a decision. On behalf of the panel, he recommended to the Trust Board the appointment of Joe Turner, current Deputy Headteacher, to the post on L18 of the school's advertised Headteacher scale. He recommended that the Board delegate to him authority to liaise with NST regarding ongoing support for Joe Turner. He would inform the Board of the costs.

The Board approved all decisions as recommended

Trustees were reminded that all paperwork associated with the recruitment must be collected and stored securely for 6 years. Pat Fielding would retain his copies pending responding to the unsuccessful candidate.

The Chair thanked everyone for their support in the recruitment process.

**Special meeting /23-24/04 Determination of confidentiality and communication. Identify any items which should remain confidential to the trust board and minuted separately.**

It was agreed that no items be deemed confidential for the purpose of the minutes.

The trust board retained the right to redact the minutes and documents considered should a request for access be received.

Communication of the decisions made was considered, and it was agreed that the school would undertake all communication with the stakeholders.

**The meeting closed at 4.20 pm**

**Signed**

**Chair**

**Date**