

Minutes from HSE Board of Trustees meeting, Saturday 18th June 2016, 12 to 3pm

Venue: Apartment 5, 4 Tanner Street, London, SE1 3LD

Present: Robin Precey (Chair), Mike Davies, Rosalyn Spencer, David Taylor, Marie Foucher (minutes), Andrew Taylor, Avril Newman, Debbie Silvester, Martha Wright

Apologies: Mike Capon, Kate Hickman

1. Welcome. Introductions by Martha and Debbie, followed by introductions from all trustees.

Kate Hickman submitted her resignation from the Board of Trustees, which was accepted.

The Board expressed their appreciation for all that Kate had contributed since the early days of the organisation – from her own practice at Stantonbury Campus, Milton Keynes (a pioneer of the Schools-Within-Schools movement in the UK), to her support of the small school in Heartland, Devon; to her very recent workshop at the Lincoln Conference. Kate is a great believer in alternative approaches in schools and a democratic education system.

Both Kate Hickman and Mary Tasker have resigned in the last twelve months and will be much missed. However, both are committed to continue the struggle for state education to be pursued along HSE lines, and accessible for all.

Action: Robin to organise flowers to be sent to Kate and Mary thanking them for their invaluable work and contribution to HSE.

2. Minutes of the last meeting were discussed.

i) Re affirmed that we would work with schools that share our values.

ii) ASP - our self-evaluation process for schools to use. It's ready to roll out from now

iii) SPIRA through Jacquie Thomas had led a successful international study visit to Lithuania and was anticipating arranging more and making them available to other schools.

iv) The welcome pack was discussed, but still needs completion. The pack will include the letter, the newsletter as well as a rainbow pack. Marie asked for all members to check that they've sent their biography and photos to her.

Action: Marie will do a final check on these, but trustees who have not sent these in, need to send ASAP.

3. AGM 16th of April. Everyone agreed that it was a really super event, but there were not enough people in attendance. Mike highlighted the lack of links outside of ourselves. Andrew suggested that we can move away from an annual AGM and that Trustees could meet constitutionally after the conference or as just a meeting. Avril and Rosalyn suggested other ways of attracting people such as an annual conference. David stated that an annual conference has already been planned and will take place in May 2016.

Action: David to confirm the date of the conference and Jacquie to lead the planning.

4. The challenge of change in schools was discussed. Martha shared what she had gained from her Teach First experience. It was agreed that the Board needed to explore this further.

Action: The Board to consider HSE's theory of change – see item 9 regarding SLA.

5. Review of the Lincoln conference. Congratulations and thanks were given to Rosalyn for all her work organising the conference. There were over 70 people in attendance as it was a free event at Bishop Grosseteste University (BGU). There was lots of really positive feedback and we now have many individuals who want to get involved with HSE. Robin: formally congratulated and thanked Rosalyn for her hard work but also David and Kate for their input too. A provisional date is being planned for a second conference on 16th June 2017 with Robert Loe as a possible keynote speaker.

Trustees set the bill for the event at £250, with a maximum cap of £395, but the current bill is coming in at £621. Some decisions had been made by Mark Plater (BGU) in relation to refreshments and we have been billed for this. Andrew: we agreed a figure to prevent overspend, so this needs to be adhered to.

Actions:

- 1) **Rosalyn and Mark Plater have arranged to hold an East Midlands HSE Steering Group Meeting in Louth on Wednesday, 6th July from 10am - 12noon - attendees so far are Rosalyn & Mark, Jane Harrison (Owner Red Hen Nursery), Mia Sneyd (Education Consultant), Susanna Matthan (Teacher and Behaviour Specialist), and Eve Stewart (Lecturer BGU). Rosalyn to give the board an update on plans for conference at next meeting.**
- 2) **Provisional plans are being made for a two hour meeting in September at BGU inviting all the participants from the May Conference mailing list with a view to having a short talk from a visiting speaker, followed by a discussion to ascertain what sort of involvement people would like e.g. only an annual conference, localised meetings, termly meetings at BGU?**
- 3) **Rosalyn to give update at next board meeting**
- 4) **Robin to liaise with Mark about the additional costs of the refreshments at the conference.**

6. Finance: Other than the fact that there is still an outstanding £41 bill for SPIRA, accounts are the same as reported at the AGM. Robin: there are two parts to our finances. The first part is the money generated by our 90 members. The second part consists of about £10,000 worth of unrestricted funds with about £7000 of restricted funds from the Tudor trust. This money was given to us to relaunch HSE and we still have some of that money left over. We need to spend this money to continue the relaunch HSE and then make another approach to Tudor for further support (see item 9).

Action: David to reissue SPIRA Invoice for £41

7. The governor role at Stanley Park has been taken up by Mike D. Mike D and Andrew also gained a greater understanding of the governing body during the visit to Lithuania. Mike D has attended his first governors meeting.

Action: None

8. Robin discussed the enquiries we have received through the website and other sources. Recent examples include Jenny Simmonds who is based in Dublin and Ann Beynon - annbeynon@talk15.co.uk - who and has many links as she is the chair of the Talk 15 charity. Robin has been communicating with her and her ideas seem to resonate with HSE.

Action: There is a need to decide who we have as links on our website. David to email trustees for comments.

9. Robin has already sent a paper to all trustees outlining the opportunities and risks of linking HSE to SPIRA. The relationship has widespread support.... however, a number of possible issues:

- i) What happens if HSE gets lost in SPIRA and loses its identity? Social media was discussed. We need to retweet more. Debra feels that if we retweet more, we will get more of a following. Facebook, we need to update this and Debra is happy to get more involved in this with David happy to pass over the mantle.

Action: All members of the board to be proactive by giving ideas and articles etc. for website/twitter/facebook. Debbie to lead Twitter and investigate Facebook. David to lead website.

- ii) SPIRA work does not reflect HSE values.

Actions:

- 1) **Trustees need to take on responsibility to visit Stanley Park. Trustees need to see Stanley Park as the home for HSE because we have a vested interest in both its success and ours.**
- 2) **The head of SPIRA to report to the board once per term.**

- iii) Change of leadership at Stanley Park could impact our link with SPIRA. There needs to be a three year service level agreement (SLA) that needs to be reviewed to see if it is working and cancelled if needs be.

Action: Robin, Martha and Jacque to meet to develop SLA.

- iv) Inability to raise monies to fund our work with SPIRA. Proposal is to front load payment for SPIRA with our Tudor trust funding to kickstart our link. During this time trustees to prepare a bid for the next few years. SPIRA is to link up all our work by maintaining the website, hosting our annual conference and administering the ASP as well as providing a laboratory of HSE practice and archive our materials. SPIRA to potentially set up new programs as the operational arm of HSE. HSE will be run through SPIRA.

David shared information about visitors to SPIRA. Stanley Park will be referred to in the SSAT creative summer journal and the website. On 1st July there is a TES article which heavily references HSE, to be followed by a video and webinar. Fiona Carnie has asked David to write about Stanley Park for a book she is publishing.

Links with EOS were discussed, including running a joint conference at Stanley Park - called 'Teach like a Pirate' with David Burgess as a key speaker on 6th October 2017.

Robin: we have agreed to locate HSE in SPIRA on a three-year SLA. We need to generate income. The Tudor trust is one place to get funding. We are were looking to fund £50,000 over three years. The natural place for us to start is the Tudor trust.

David stated that, along with all other schools, the Stanley Park school budget is getting tighter. Nevertheless, Stanley Park has agreed to fund SPIRA up until 2017. This means Jackie

is committed one day a week from 1st July. While it might be slow and frustrating it will be a priority for the Board to generate funds. David will also look at different things to support the administration of SPIRA.

Actions:

- 1) **Trustees all agreed to transfer £6000 from the Tudor trust funding to SPIRA. Stanley Park to invoice.**
 - 2) **Robin to start the informal conversation with the Tudor Trust and inform Mike D.**
 - 3) **Mike D, Mike C, Martha and Jacquie to meet to prepare bid for next board meeting.**
 - 4) **Set up new SPIRA programmes and provide documentation for next board meeting.**
 - 5) **David to investigate administration support capacity for SPIRA at SPH.**
- v) Andrew: raised that at some point in time there could be a conflict of interest for David with his role at Stanley Park and his position as a trustee.

Actions: Trustees need to identify how this would be managed at next board meeting.

10. Election of the new chair. Robin gave his reasons for resigning. He felt that we are in a reasonably stable position now. Mike D noted that understood the resignation but felt that Robin played down his contribution to the work of the charity. Robin nominated David as chair. It was raised whether David had the time and capacity to chair HSE. The key is for him not to do it all himself. Trustees were unanimous that David should be the chair.

The two new members were voted in – Debbie and Martha.

Action: Debbie and Martha need to forward 100 words and their photo to David.

11. Dates of the next meetings agreed: There would be a meeting on Saturday 3rd September to look at funding. Saturday, 12th November would be the next HSE meeting. It was agreed that there would not be an event at St Catherine's this year as the money is tied up in SPIRA. The next following meeting would be on Saturday 11th February 2017.