

GOVERNING BODY OF *Meadow View Primary*
(the "Governing Body")

**RECORD OF RESOLUTIONS MADE AT A MEETING OF THE
GOVERNING BODY**

regarding
ACADEMY CONVERSION

HELD AT [*insert time*] ON [*insert date*] AT [*insert address*]

1. BACKGROUND

The Governing Body noted the following:

- 1.1 The Governing Body has received an Academy Order from the Secretary of State for Education to permit the Governing Body to consider proposals to convert the school to academy status.
- 1.2 The school will convert to academy status on the conversion date as provided for under the Academies Act 2010. It was noted that the target date for conversion is 1 [*MONTH*] 2018, or as soon after that date as the relevant documents are agreed and completed.

2. APPROVALS

Having carefully considered the pros and cons the Governors **RESOLVED:**

- 2.1 that it is in the best interests of the School and its pupils to pursue a conversion to academy status;
- 2.2 that the Governors will pursue the conversion to join James Montgomery Academy Trust (the "MAT");
- 2.3 in accordance with the requirements of the process to convert to academy status, to enter into the arrangements envisaged by the DfE model Commercial Transfer Agreement (which relates to the transfer of the School's staff, assets and liabilities to the MAT) (the "CTA") on the terms set out in the DfE model CTA or such other terms as may be negotiated;
- 2.4 that the CTA may be negotiated and signed or executed on behalf of the Governors by any one or two Governors (as required) and they are authorised to make or approve such amendments as they see fit to the CTA prior to such signature or execution, and to do whatever additional acts or things they may deem appropriate and expedient in relation to the arrangements to be effected by the CTA;

- 2.5 that in accordance with the requirements of the process to convert to academy status that any interest in land or buildings and other property arrangements held by the Governing Body shall be transferred to the MAT;
- 2.6 that the interests of the Governors and the MAT are aligned in seeking the best for the School and its pupils and that it is unlikely that any conflict of interests will arise;
- 2.7 that any Governor and member or staff of the School be and hereby are authorised to confirm to the MAT that conversion will go ahead to the MAT and the Governors acknowledge that the act of the MAT agreeing and completing a funding agreement for the Academy (a document that is not approved or signed by the Governors) will effect the conversion to academy status on the date set out in it;
- 2.8 that any one or two Governors (as required) of the School be and hereby are authorised to do whatever additional acts or things they may deem appropriate and expedient in relation to the academy conversion, including (but not limited to), negotiating, agreeing amendments to and signing/executing documents and agreements; and
- 2.9 that the head teacher of the School is delegated responsibility for leading on the conversion process and may issue such instructions to the MAT, lawyers, local authority, Department for Education and other interested persons as required by the conversion process in accordance with the above approvals.