Core Committee Minutes

Board Meeting

Time and date		Place	
06.04.22 18:30		Virtual through Zoom	
Present Paul Glenn (PG) Lisa McCord (LM) Richard Pitt (RP) Julie Sewell (JS) Sinead Smith (SS) Avril Staley (AS) Phil Richardson Kate Walweska (KW)	 Foundation Director MAC Administration Manager Co-opt Director Chief Finance Officer Senior Exec. Principal Chair - Foundation Director Foundation Director Foundation Director	**Apologies** Darren Riddell	 Foundation Director

No	Topic	Discussion/comments	Action
	Prayers	SS opened the meeting with a prayer and welcomed everyone to the meeting.	
	Apologies	Darren Riddell – apologies accepted.	
	Declaration of Interests	N/A	
	Matters arising & confirmation of previous minutes	Minutes approved for the previous meeting	
	Confidential item discussed	Confidential item discussed	

	Leadership at St Benedict's	SS ran through the following at St Benedict's:
		• The Executive Headship has been well received by all parents and they are adapting to the change but Charlotte Culleton is being spread thinly between the two schools.
		• SS proposed the idea of appointing a Head of School, someone internally who has a good relationship with parents and staff. SS also advised that she would ensure leadership support to the appointed person from across the MAC in the following key areas:
		  ○ Early years practitioner – Sara Chapman
		  ○ Curriculum – Claire Wright
		  ○ MFL – Teacher from OLSJ
		• SS advised the leadership model has been raised with the ESC and they were happy with the suggestion.
		A vote was taken and all were happy to go with the new model.	

	CFOO Report	JS gave an update on the CFO report covering the following:	

		• CIF Planning 2022/2023 • **Cleaning contract tender** has started for STM with a start date of September 2022. It will need to be agreed and signed off by the 14th July board meeting. • **IRIS budgeting** – a new system to be implemented by end of summer 2022, first training 6th May. • **Budget changes** – JS asked for approval to changes to the virements log – JS explained it was mainly income coming in, which was Covid related. *The Committee agreed to the changes being submitted.*	
	Feedback: Standards & Strategy Committee	RP gave an update from the Standards and Strategy meeting covering the following points: • Overview of Standards • Leadership St Benedict's • MAC Curriculum • School Websites • Current risks to the MAC	
	Feedback: Catholic Life Committee	KW gave an update from the Catholic Life Committee meeting covering the following points: • Feedback on diocesan monitoring at STM • Overview of Catholic Life at OLSJ • Parish life • Update on standards at St. Benedict's • Update on social Action	
	Feedback: Finance Committee	Meeting rescheduled – no update provided.	
	Feedback: Committee of Principals	SS gave an update and update from the Principals meeting, covering the following points: • **New website** – will be in place by the end of the year. • **Staffing for September**- conversation taking place with the Principals about potential changes.	
	Feedback: Committee of Audit	*Meeting to be re-scheduled. No feedback was provided.*	
	Performance Management feedback	PG gave an update on the PM reviews, providing good feedback on the midpoint reviews.	
	AOB	*PG asked if there was any further information on those extra school places for September at STM. SS confirmed they have asked STM to take on 29 extra places, 14 were from the MAC, and 8 have siblings in the area. WCC would like to come in and discuss the expansion.* *PG – Asked for safeguarding to be added to the Board Agenda every month.*	
	Next Meeting	26.05.22	

Signed:

Print Name: Avril Staley

Position: Chair of the Board

Date: 06.04.22