Core Committee Minutes

Board Meeting

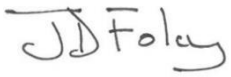
Time and date		**Place**	
21.10.21 18:30		Virtual through Zoom	
Present Leo Burton (LB) Jim Foley (JF) Lisa McCord (LM) Richard Pitt (RP) Julie Sewell (JS) Sinead Smith (SS) Avil Staley (AS) Kate Walweska (KW) Claire Wright (CW)	Staff Director Chair- Foundation Director MAC Administration Manager Co-opt Director Chief Finance Officer Senior Exec. Principal Vice Chair - Foundation Director Foundation Director Staff Director	**Apologies** Darren Riddell (DR) Phil Richardson (PR)	Foundation Director Observer

No	Topic	Discussion/comments	Due Date	Action
	Chris Owen	Christine Owen reported her findings to the Board on the Standards at St. Thomas More, two years after her last visit. Christine's full report will be published January 2022. Early feedback was very positive and encouraging. Christine commented on the students being engaged and very well behaved and consistency in teaching across all lessons.	Jan 22	CO
	Prayers	JF opened the meeting with a prayer and welcomed everyone to the meeting.		
	Apologies	Darren Riddell – apologies accepted. Phil Richardson – apologies accepted.		
	Declaration of Interests	JF declared his work at St Thomas More, JS declared her husband's photography work at all the MAC schools.		
	Matters arising & confirmation of previous minutes	Minutes approved for the previous meeting		
	Feedback: Standards & Strategy Committee	JF gave an update from the Standards and Strategy meeting covering the following points: • Quality of education at KS3 and KS4, including the new marking scheme presented by Natalie Anderton, Claire Wright and Leearna Thomas from STM. • COVID catch up premium spending plan • Recruitment at St. Benedict's- Executive Principal • MAC self-evaluation St Anne's and St Benedict's • *RP commented that it is useful to have the professionals present to the Board on a regular basis and it would be a good idea to have the*		

		Head of Faculty present next time without the senior leadership. SS advised a plan of middle leaders and Principals is in place for the remainder of the year to attend the Board meetings and present.	Ongoing	SEP
	Feedback: Finance Committee	RP gave an update on the Finance meeting covering the following: • Cleaning contract - expiring in February 2022- The Finance Committee asked SS to extend until spring to give more time to focus on the tender with achievable timescales. • Gender Pay Gap Report submitted • Audit Preparation has started • CIF Planning 2022/2023	Feb 22 Nov 21	JS JS
	Feedback: Committee of Principals	SS advised that all points have been covered in her SEP report – see below.		
	SEP Report	SEP gave an update on her Board Report • **Return to school** was very smooth for most students. At STM, 8 students have struggled to settle back into school and have displayed extreme behaviours. An emergency meeting was convened with the Area Behaviour Partnership Coordinator, Kath Brooks, which was attended by LT and SS. It was agreed to seek an alternative solution to providing an education for these students, including a combination of remote and 1-1 teaching, alongside alternative provision. • **Staff absence** is an issue across the MAC. Having upwards of forty staff absent at one time and have had to seek creative ways to continue to provide a good quality of education. • **A winter risk assessment** has been implemented in order to limit large numbers of pupils or adults gathering in any one place. These include: no whole school assemblies; year group only Masses; no events which require families or visitors to attend in large numbers. • **12-15 year vaccinations** - Uptake at STM was significantly higher than national uptake at just under 70%. • **Attendance** at all schools has been impacted this term, both by Covid and general illness. However, attendance at STM is currently 94.9% against a national average of 86.3%. • **Collaborative school improvement** - SEP spoke about the self-evaluation process at St. Anne's which involved fourteen senior leaders and subject specialists across the MAC spending a full day at St. Anne's. The process resulted in multiple actions being agreed to move the school forward and a plan of collaborative support. The process has been repeated at St. Benedict's and a similar review of SEND provision at STM, along with a programme of subject specific reviews, has taken place.		

		• **ESC improvement plans** have been written for all ESCs. The improvement plan priorities link directly to the MAC appraisal targets which have been set for every member of staff. • **Claire Wright and Sam Murphy** have moved to the senior leadership team at STM on a part time basis. Claire and Sam have been tasked with improving standards across the curriculum at KS3. • **Appraisal reviews and target setting** for principals are due to take place on 12th and 24th November respectively. All teacher and support staff appraisal reviews and target setting have now taken place. • **STM school environment** – Work has been completed to improve the environment at STM over the summer. This included new tables and chairs, alongside new carpets and blinds. • **The apprenticeship programme** - All fifteen apprentices are doing very well. The offer of support with buying work clothes, toiletries and having a haircut etc. has proven very successful with apprentices displaying a new level of confidence. • **Holy Spirit Experience** - A MAC wide celebratory relaunch is planned for early next year. • **New MAC website** will be up and running shortly and there is a plan to transfer all school websites to the same provider and to mirror the style, format and content of the central MAC website. *JF asked who was going to maintain the School Websites, SS advised Both LM and SS will maintain going forward.* • **GCSE and A level exams** - Some information has been released so far about modification that will be made to 2022 exams. Awaiting further updates. • **The research project - Dr. Sean Whittle's** research into the effectiveness of the MAC has begun. Various interviews have taken place, and visits to schools have been arranged to meet with staff, parents and children. The outcome of the research will be shared in January 2022. • **SRMA & Governance Review** -Both reports have been shared. The main action from the governance review is to support Lisa McCord in her role by arranging appropriate training- this has been arranged. The SRMA made recommendations on cost saving measures for the MAC including reductions in staffing which, at this time, are inappropriate. ***The board have assessed the risk and are happy that these 2 reports will provide sufficient assurance that effective financial controls are in place for the trust in this financial year.***	Dec 21 Dec 21 Jan 21 Ongoing	LM LM SW LM

	Term of office end dates:	• Richard Pitt (31.08.21) • Darren Riddell (15.10.21) JF nominated RP for re-election, AS seconded. ***A vote was taken and RP was unanimously re-elected.***		
		• Confidential item discussed	Confidential discussion	
	AOB	CW and LB were presented with their thankyou gifts, as this was their last Board meeting.		
	Next Meeting	9th December 6pm on Zoom		

Signed: 

Print Name: Mr Jim Foley

Position: Chair of the Board

Date: 26th November 2021