Core Committee Meeting

Board Meeting

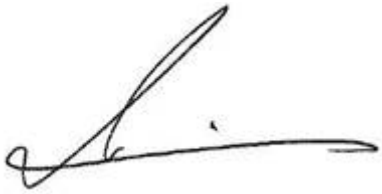
Time and date		**Place**	
25.01.2024		St. Thomas More School	
Present		**Apologies**	
Paul Glenn (PG)	Foundation Director		
Michael Green (MG)	Observer		
Lisa McCord (LM)	MAC Administration Manager		
Kevin Moran (KM)	Observer		
Richard Pitt (RP)	Co-opt Director		
Julie Sewell (JS)	Chief Finance Officer		
Sinead Smith (SS)	Senior Executive Principal		
Phil Richardson (PR)	Foundation Director - Chair		
Avril Staley (AS)	Foundation Director – Vice Chair		

No	Topic	Discussion/comments	Action
1.	Prayers	PR welcomed everyone to the meeting and opened with a prayer.	
2.	Apologies	All in attendance	
3.	Declaration of Interests	PR declared his work with the 'Newco'	
4.	Matters arising and confirmation of previous minutes	PR ran through the minutes from the last meeting which were signed off as an accurate record of the meeting. **Outstanding actions:** • Letter to Fr Michael • STM sixth form roof – JS advised work has been agreed upon and they are waiting for a dry spell to start the work.	PR JS

5.	SEP Report	SS ran through her SEP report covering the following areas:
		• New appointment of Director of Education for the Diocese, Steve Bell.
		• A new diocesan Scheme of Delegation is currently out for consultation, SS asked all Directors to send any comments to Rebecca Tonks.
		• Pupil Numbers
		  ○ Admissions for Reception places for September 2024
		  ○ Applications for Year 12 for September 2024 up 29% on last year's figures, with 241 applications.
		• MAC protocol for responding to deaths in the community. SS to bring a proposed protocol to the next meeting.
		• Welcoming Fr. Pat Brennan as the new Parish Priest at Our Lady of the Sacred Heart and St. Francis.
		• S48 inspection due for both St. Benedict's and Our Lady & St. Joseph.
		• Social action initiative was the Christmas Foodbank – raising £14,315.95, SS spoke of locking in the £1m
			ALL
			
			SS

	Confidential item discussed **Confidential item discussed**	cash into one bank account and the interest is to support the weekly foodbank. SS spoke of the investment having a direct impact on improvements in attendance. • One central bank account • **Charities and Social Action** – The Holy Spirit MAC is taking a lead on the charities and social action work of all diocesan schools in support of Fr. Hudson's Care • **Attendance** – SS spoke of our attendance at all schools as being above the national average and SS spoke of those families who are accessing the foodbank are also showing above average. • **self-evaluating** - SS ran through the grading for all schools both in S48 and Ofsted. • **Projected KS2 Outcome Data** - all primaries will be inline or above at all areas. SS spoke that STM will be aiming to be at 0 at STM • **Matters for Approval** ○ Training days for 2024-2025, *The board approved the extra day which is the 21st July 2024.*	
6.	Feedback: Standards & Strategy Committee	Paul Glenn updated the board on matters discussed at the Standards and Strategy meeting.	
7.	Feedback: Finance & Audit Committee	Phil Richardson fed back on all matters discussed at the Finance & Audit committee meeting, and asked for approval of the following: • **Auditor sign-off for 2023-2024 –** Due to the impending transfer of business, the committee considered it to be the most economical and practical decision to keep with the current auditor. *PR moved and PG seconded. LM will notify the Diocese* • **One bank account** – *was agreed upon and signed off by the Board.* Agreed to review in 12 months and the interest to go towards the Foodbank, the Board acknowledge the direct link to school improvements	LM
8.	Feedback: Catholic Life Committee	Paul Glenn fed back on all matters discussed at the Catholic Life committee meeting. PR to write a letter to all schools acknowledging the contribution to the success of the S48 Outstanding Award.	PR
9.	MAC Merger update	PR gave an update on the MAC merger and ran through the presentation supplied by the Diocese and their new vision for reducing the number of MACs to around 3 or a maximum 4. LM to circulate the presentation. Next steps – Heads of the VA schools to attend a meeting with the Diocese and the other CSEL to meet on the 4th March at Don Bosco House. 8th February 2024 – PR has asked the Diocese if the three Coventry and North Warwickshire MACs are staying together. If yes, they can continue, if not they will have to stop. The Diocese is inviting all of the ESC and VA schools to attend a meeting to present the future vision date to be confirmed. KM asked about a recruitment freeze, SS advised it was discussed at the CSEL meeting and that is the plan.	LM

		Timelines – SS advised the Diocese is looking for it to be completed in 2025. The board agreed to continue with the merger if we are to merge with the Coventry MACs, but not if we merged with the Staffordshire MACs. CSEL to communicate with staff and parents.	SS
10.	**AOB**	• EducareM training – all agreed to take part in the 10 modules. • Director and ESC Code of Conduct approved and LM to send out and upload on the website.	ALL LM

Signed: 

Print Name: Phil Richardson

Position: Chair of the Board

Date: 24.02.2024