



JH reported that St. Gregory had just undergone a thorough Safeguarding review, which could be rolled out across the academies.

Q. Should there be a whole MAC Exclusions Policy?

A. Directors agreed that this should be drawn up with DM, together with the other statutory MAC policies.

**ACTIONS: BB would ask principals to discuss a DB-MAC Exclusions Policy, as well as Admissions and Appeals Procedures, at their next meeting.**

**BB would report back to the next directors' meeting for their approval.**

## **6. Risk Management**

The Diocese has already produced a Curriculum Risk Management framework. JK and JH are working on a Risk Management framework, which directors would need to agree.

Directors agreed that each Academy committee should have their own Risk Registers, and only major issues should come to the Board of Directors. Directors would need to produce clear guidance for Academy Committees to know what they need to report on.

**ACTIONS: BB would forward to all directors a recent Property Data Survey, which has been sent to some of the academies.**

**JK would continue to discuss the framework with JH.**

## **7. Executive Principal's Report**

This had been circulated to all directors prior to the meeting. The following points were discussed and questions asked:

JH emphasized the Catholic leadership and professional development at St. John Fisher, as well as the delegated leadership model at St. Joseph's, Carterton.

Further to his interviews with the HMI and civil servants at Our Lady's, Cowley, JH wished to highlight the importance for the MAC to develop a supportive structure. Directors agreed that they should form two committees:

Achievement and Curriculum: **ACTION: KP would ask DF to chair this committee.**

Finance, Health and Safety, Resources: HM would chair this committee, with assistance from RD.

Directors would ask for a representative from each Academy Committee, who is neither a director nor a principal, to sit on the two main committees, which would meet three times each year.

In addition, JK would chair a separate Risk Assessment Committee, although JK wished to remind all Directors that they are jointly responsible for decisions around risk management and compliance across the MAC.

Q. Does the Blue Sky system monitor trends on pay?

A. Yes, it monitors pay, lesson observations, training, etc..

**ACTION: BB would suggest the Blue Sky system for all academies at the next meeting of the Principal's Committee.**

**BB would ask principals to discuss their individual academy curriculums in the light of the new national curriculum.**

Directors were pleased to hear that the pooled resources, such as the bursar, the two EAL teachers and the mini-bus were proving popular.

JH distributed the following documents from DM: Notes from the MAC Business Manager, DB-MAC Board Action List from the Directors' Meeting on 17<sup>th</sup> September 2013, DB-MAC Directors' Overview of Accounts 2013/2014, Financial Scheme of Delegation - Draft 1 and DB-MAC Statutory Policy List 2013/2014.

JH confirmed that the accumulated carry forward is approximately £750k. JH congratulated Our Lady of Lourdes, Witney for their successful bid for £78k of Academy Funding for renovations to their building. St Gregory's had received £548k from the same fund, which would be used to replace the leaking roof.

Directors agreed the DB-MAC Statutory Policy List.

**ACTION: DM would be asked to send this to the Chairs of the Academy Committees.**

There were some confidential issues discussed under this agenda item - see separate Confidential Minutes.

### **8. Academy Improvement Partner**

BB recommended that Peter Wilde, who is currently working as an advisor at St. Joseph's, Carterton, might be a good choice for a MAC Improvement Partner. Directors agreed that it would be a good idea to have a critical friend from the Local Authority.

Q. How many of the academies have AIPs?

A. Not many, because many of the old SIOs are retiring.

Directors agreed that it would be sensible to contract two MAC Improvement Partners, one to work alongside the Curriculum Committee and one to work with the Resources Committee.

**ACTION: BB would discuss this at the next Principals' Committee meeting.**

### **9. DB-MAC - Attendance/Absence tracking for pupils**

Directors agreed that there should be MAC policies and procedures for tracking pupil attendance/absences.

**ACTION: BB would discuss the relevant policies and procedures at the next Principals' Committee meeting.**

### **10. Away Day update**

BB reminded directors that there is a plan to hold a Vision Day, when the Senior Leadership Teams from each academy would meet for twenty-four hours to create a vision for the MAC, which would meet both OFSTED and RE priorities. Three similar quotes had been received for approximately £8,500 for fifty people. Directors agreed that the day should be planned for February, in time for the planning for the next academic year.

Q. Is the plan to have external catholic input?

A. Yes.

### **11. Director Training**

JK suggested that directors should consider asking the Institute of Directors to provide training.

**ACTION: JH would explore the cost of joining the Institute of Directors.**

### **12. DB-MAC Signage**

Q. When will the academies officially change their names to reflect their new status?

A. DM is currently working on this for the primary academies.

Q. Will the signage at St. Gregory's be improved?

A. Yes, when the lease at Cricket Road has finally been agreed.

**13. A.O.B.**

JH had been approached by a possible staff director. Directors agreed that another staff director and two parent directors should be sought from across the different academies.

**ACTIONS: Directors should approach all the academies for nominations for two parent directors and another staff director.**

**LH would circulate a blank termly check for current directors to complete with their contact details.**

**Dates of next meeting:**

Tuesday 10<sup>th</sup> December 2013 at 7.30pm - venue tba

The meeting ended at 9.10pm with a prayer.

**EH/22/10/13**