

THE DOMINIC BARBERI MAC
MINUTES OF THE 11TH DIRECTORS' MEETING
HELD ON TUESDAY 24TH JUNE 2014 AT ST. GREGORY THE GREAT

Present: Hazel Murray (F, Acting Chair) HM John Hussey (Ex. Principal) JH
 Helen Archer (P) HA Chris Bevan (F) CB
 Nicole Evans (P) NE David Forster (F) DF
 Sue McGarry (Staff) SMcG Father John O'Connor (F) JOC *

* JOC left at 8.50pm

Apologies: Angela Anderson (F) AA Breda Bowles (Principal) BB
 Katherine Powley (F, Chair) KP

In Attendance: Duncan Marshall (C.S.) DM
 Liz Hayes (Clerk) LH

The meeting opened at 7.30pm.

The meeting was Quorate.

1. Welcome and Opening Prayer

HM chaired, and welcomed all those present to the 11th meeting of the Directors. DF opened the meeting with a prayer. HM introduced the two new Directors, HA and NE.

2. Election of Chair

The Directors discussed the possibility of HM continuing as Acting Chair until September, by when they hoped to have two new Foundation Directors in place. HM was happy to do this.

ACTION: Election of Chair would be on the September agenda.

3. Apologies

Apologies had been received and were accepted from AA, BB and KP.

4. Declarations of Pecuniary Interests and AOB

No interests were declared.

There would be no AOB.

5. Minutes of the Last Meeting

There were two amendments to be made to these minutes, before they could be approved.

ACTIONS: LH would make the necessary amendments and would forward the minutes again to all Directors.

HM would sign and date them as an accurate record of that meeting, and give them to DM for filing.

save hours of work across the academy. The Principals had agreed that it is a good idea. JH said that he has met with the director of the software company, who is now focusing on completing the trial for the MAC before the end of the summer term. JH invited Directors to come into St. Gregory's to see the trial. He said that it would take twelve months to develop in full.

Q. What will the cost be?

A. Approximately £20k. In the long run, it will save a lot of time and money.

Q. Given that the MAC is being used as a guinea pig in the development of this software, will there be any royalties paid to the MAC in the future.

A. Yes, JH is discussing this with the director of the company at the moment.

ACTION: DM would send the web link to all Directors, who would endeavor to observe the trial at St. Gregory the Great.

JH explained that, because of the number of new Principals in the MAC's primary schools, they had used most of their time at the Away Day getting to know each other. He said that the new Principals need to concentrate on their individual schools, before they will feel ready to contribute to the MAC Vision and Strategy, and he pointed out the potential danger of separation between St. Gregory's and the primary schools.

JH said that the Principals have tabled six meetings for the next academic year. The Directors agreed that they would like to meet with the Principals.

JH told the Directors that he had received an invitation from the Archbishop for members of the MAC to attend a special mass in Birmingham at 10.30am on Monday 22nd September. He said that there would be a lunch after the mass, and suggested that all Principals and Chairs of Academy Committees should be invited, with the proposal that the day be extended to discuss the Vision and Strategy with the Directors.

ACTION: JH would forward the invitation to all Directors, Principals and Chairs.

9. Safeguarding

No Safeguarding issues had been reported by any of the Principals. DM reminded Directors of the new Safeguarding guide that he had forwarded earlier this month.

10. Risk Management – H. & S. update

DM showed directors a piece of rotting decking from St. Thomas More, which he had discovered on a recent guided tour of the school. JH assured Directors that St. Gregory's caretaker has removed it all. DM said that it is really important for Directors to visit the schools and to make themselves aware of the real needs at some of them.

ACTION: Directors would thank St. Gregory's caretaker for working so quickly to remove the dangerous decking.

SMcG told Directors that she had met with the other administrators of the MAC'S schools today. She said that they had discussed Risk Analysis, and had agreed on the need for external guidance on Health and Safety procedures.

ACTIONS: JH and DM would look at the Risk Analysis returns from each school.

JH and DM would look at the Strategic Risk Analysis at a MAC level.

CB would forward a compliance diagram to JH and DM.

11. Executive Principal's Report

JH circulated his report. The following items were discussed and questions asked:

13. Governance / Leadership

a) **Directors** – There are no potential new Foundation Directors, although at least two are required. It was agreed that, if possible, new Directors should have expertise in either HR, marketing or finance.

ACTION: Directors would pursue all possible routes of recruiting new Directors, including Linked In.

b) **Succession Planning at St. Thomas More** – Julia Hamper has agreed to act as Principal in the interim. She will work four days a week until an OFSTED visit and then three days a week. HM said that St. Thomas More would look to recruit a new leader at the most appropriate time. Directors wished to record their thanks to Julia Hamper.

HM said that the Academy Committee at St. Thomas More would still need to appoint a Chair and Vice-Chair in the autumn term.

14. A.O.B.

There was no A.O.B..

Date of next meeting:

Tuesday 15th July at 7.30pm at St. Gregory the Great – Budget Meeting

The meeting ended at 9.30pm.

EH/24/06/14