



## **9. Board of Directors / Committee Relationship - Admissions and Pay Policy**

Directors agreed there would have to be clear monitoring of the Pay Policy.

A new website is under construction.

**ACTION: DM would upload approved minutes to the new website.**

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

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

The Cowley free school's recruitment of EYFS pupils had adversely affected the numbers at Our Lady's, Cowley. It had not affected the numbers in the new EYFS class at St. Gregory the Great.

**ACTION: St. Gregory the Great would advertise their wrap around care, from 7.30am - 5pm, as soon as possible.**

JH congratulated St Joseph's, Carterton for their Good OFSTED, and Our Lady's, Cowley and St. Thomas More for their Outstanding Section 48 RE visits.

Q. Are the weak points highlighted in the audit teething problems or should directors be concerned?

A. It is mainly due to a lack of process and a lack of evidence to present to the auditors. These issues should be ironed out by the January audit.

Q. How is KS1 data measured?

A. A baseline is set when pupils begin in EYFS. Progress is then measured across KS1. It is important to have solid tracking evidence, particularly in academies where there is a high level of pupil movement.

Q. Who sets pupil targets?

A. These are set by academies and schools, and are compared with both the local and national targets for each age group.

**ACTION: Careful analysis of the reasons for the pupils not reaching their targets at Our Lady's, Cowley should take place, to ensure that the academy receives the most appropriately targeted assistance.**

Q. Should the MAC moderate progress across all academies?

A. Our Lady's Cowley will be a learning process for JH, who will find out more at the principal's appraisal.

This year's A and AS level results were outstanding at St. Gregory the Great. JH has an argument prepared for OFSTED for if and when he is questioned about the GCSE results.

The interview for the new principal at St. John Fisher will take place on Thursday 19<sup>th</sup> September. There will be a new advertisement for a principal at St. Joseph's, Thame, to begin in January. If the advertisement is unsuccessful, an interim principal will be placed until September. If this is not successful, an executive principal would be asked to mentor the deputy, who would act as principal.

The lease and other legal papers are mostly ready for Cricket Road, and should be approved by December, by which time the bid for the nursery would need to be submitted.

## 6. DBMAC Budget

DM had prepared and circulated the forecast, which has to be submitted by 18<sup>th</sup> September.

Q. Has the budget been audited?

A. Yes.

There is a large capital budget surplus of £190k, and directors should choose the best projects to spend this carry forward on. St. Joseph's, Thame has requested £25k to enable their renovations to be completed. The MAC has not yet received any money for the new EYFS class. Directors agreed that bids for funding should be received by the end of October, to enable any building work to be planned for the next summer holidays.

Q. Does the carry forward include the DSG money received over the summer?

A. Yes. See line 85 of the budget.

Q. Why has the budget been split Sept. - Mar. and Apr. - Aug.?

A. It has to be submitted this way. All academies within the MAC will need to produce their forecasts in line with the main MAC budget. Academy Committees will need to monitor these.

Q. How will the budget and monitoring of it be divided between separate academies?

A. When the new census takes place, the budget will change. Pupil premium and the new PE funding have not yet been included in the budget.

Q. What contingency fund should the MAC hold?

A. Possibly no more than 8%, as was previously the case with the council.

Directors approved the budget.

**ACTIONS: DM would submit the budget on-line on Wednesday 18<sup>th</sup> September.**

**The budget should be a standing item on the Academy Committee agendas.**

**JH would provide all principals with a proforma for capital bids.**

## 7. Recruitment

The appointment of new principals had already been discussed under item 5 above.

The new bursar's role, as discussed at the last meeting, would need to be different because there would no longer be any support from the county. DM presented a new job description, for a bursar who would not require external support, which directors approved.

Q. When should this new bursar be in place?

A. By January.

**ACTION: DM would cancel current external bursar contracts, as soon as a new bursar has been appointed.**

## 8. Mission and Vision

The Senior Leadership Teams from all the academies would meet to agree a shared Mission, Vision and Single Plan for the MAC. Directors would need to agree objectives before this meeting.

Q. How much will the Mission, Vision and Single Plan be influenced by Catholic objectives and how much by OFSTED objectives?

A. They will be influenced by both.

**ACTION: BB and HM would meet to plan this.**

KP told directors that she is hoping to organise a whole MAC mass at the KASSAM stadium next summer. If this is not possible, she would consider organising it at Brize Norton.

## 9. A.O.B.

It was agreed that new directors should be recruited for the Board.

**ACTIONS: All directors would consider possible new recruits, including from the current representatives of Academy Committees.**

**All Academy Committees should be reminded to send their minutes to JH and DM.**

**Dates of next meeting:**

Tuesday 22<sup>nd</sup> October 2013 at 7.30pm at St. Joseph's, Carterton

The meeting ended at 9.00pm with a prayer.

**EH/17/09/13**