

THE DOMINIC BARBERI MAC
MINUTES OF THE 13TH DIRECTORS' MEETING
HELD ON TUESDAY 24 MARCH 2015 AT ST. GREGORY THE GREAT

Present	David Forster (F, Chair) DF John Hussey (Ex Principal) JJH (part) Hazel Murray (F) HM Nicole Evans (P) NE Breda Bowles (Principal) BB	Helen Archer (P) HA Sue McGarry (Staff) SMcG Angela Anderson (F) AA Duncan Marshall (CS) DM
Apologies	Father John O'Connor (F) JOC Virginia Moffatt VM	Katherine Powley (F) KP Marcella McCarthy (F) MM
In Attendance	Sue Smith (Clerk)	

The meeting opened at 7.00pm.

The meeting was Quorate.

1. Welcome and Prayer

DF opened the meeting and led a prayer.

2. Marketing Presentation by Etaine Carroll (copy of EC presentation attached)

The Board had already agreed that this was an objective to be met as soon as possible. Work had already started on signage, websites, branding, and stationery to raise the profile of DBMAC with parents, students and employees.

Action: Directors to reflect on EC's presentation and formulate policy with further advice from EC if required.

4. Minutes of last meeting (9 December 2014)

Action: DM to send out school aspect.

Action: JOC to send draft of advert for Director for comment and return to DF for circulation with covering letter.

HR person starting in two weeks and will start reviewing HR policies.

New group being set up to support Catholic Leadership training organised by xxx. There is to be a presentation at Heythrop next month.

Action: JJH to circulate details. Newman College information circulated.

5. **Matters arising not picked up on agenda** –all covered.
6. **Safeguarding** – no issues reported. School Committees refer concerns to Board. The response by DBMAC to the concern at Our Lady's was favourably received.
7. **Risk Management** – Review Risk Register and add relevant sections for all schools. Board to own risk register. **Action: DM to bring Risk register to next meeting for review.**
8. **Policy Approval – Attendance**

All schools in DBMAC to adopt this policy. Changes agreed Principal replace Headteacher on last page and policy to be reviewed in 3 years unless changes to legislation before.

Action: Revised policy to be circulated to all Principals for implementation and schools to make parents aware of it.

9. **Skills Audit**

Skills Audit circulated to chairs of all academy committees. DM waiting completed returns from several schools.

Action: JHH to be reminded to do it. Skills Audit to be completed by Board members by end of March and returned to DM.

10. **Report from Development Director**

JHH circulated his final report and a document from the All Party Parliamentary Group on Twenty-one questions for Multi-academy Trusts to the Board.

An agreement has been reached with the Trustees of the Pre-School at Our Lady's to reclaim the classroom space in July 2016.

Discussions have started with St Aloysius about joining the MAC.

JHH will be retiring earlier than planned due to ill health.

11. **Finance** – confidential item

12. **The Way Forward** (copy of DM presentation attached)

- (a) Leadership and Management
- (b) Code of Practice – Committees/Directors
- (c) Central Operations

13. **AOB**

'Iris Connect' – BB explained that her school are taking part in research to look at improving verbal feedback to reduce the need for extensive marking. Video cameras have been set up in each classroom to record lessons and monitor pupils' ability to become self-regulating.

BB said how Principals have agreed to meet more frequently (1-2 weekly) in order to work together on achieving an ideal teaching and learning model to be implemented across all schools. BB highlighted that she feels there is a need to build in capacity for this to work effectively.

Presentation planned by xxx, Carmel College, Darlington on 15/16 April 2015.

Discussion took place about replacing JJH as Executive Head and concerns expressed about not having a central person. Board to discuss how to take this role forward at next meeting.

Action: HM to present models to next meeting.

DF said that he has had difficulties accessing email addresses through DBMAC.

Action: DM to check permissions.

Additional Board meeting agreed for 7.00, 28 April 2015, at St Gregory's.