

# Esker Educate Together Board of Management Minutes June 29<sup>th</sup> 2016

Venue	Esker ETNS		
Date of Meeting	29/6/16		
Minutes taken by	Catherine Hare		
Apologies (initials)			
Present (initials)	JZ, MR, SD, SR, ZP. PM CK, CH, SD		
Time Meeting Opened	7.30 pm	Closed	9.30pm

ISSUE:	DECISION/ACTION:	BY:
<b>Minutes of previous meeting</b>	Minutes proposed, adopted and signed Proposed by S.R Seconded by S.D	Peggy
<b>Matters arising</b>	No matters arising.	Peggy
<b>Correspondence</b>	No correspondence to discuss.	Colette/Peggy
<b>Report from teacher interviews and ratification of appointments</b>	<p>There is 1 permanent and 5 temporary 1 year contracts.</p> <p>Seona Maguire has qualified for a CID and has been offered a position as 16<sup>th</sup> permanent teacher. We are no longer a developing school. Temporary positions have been offered to five teachers.</p> <p>177 applications were received for a further 4 positions. Interviews were held on 29/6/16 and offers will be made.</p> <p>Ratification of these appointments was proposed by JZ and seconded by SD</p>	Colette
<b>Numbers /Enrolment/ Staffing 2016-17</b>	<p>Numbers: 429 currently enrolled. Enrolment: Third round places are currently being offered for academic year 2016-2017 The school is secure in terms of numbers. Peggy commented that this is likely to be due the positive reputation the school has earned together with the new school building. She extended her congratulations to staff for their contribution to the development of this reputation.</p>	Colette

Signed \_\_\_\_\_ Date \_\_\_\_\_

<p><b>Sherpa Kids Pre and After School care- Update</b></p>	<p>Sherpa Kids will be starting their service in September. There is quite a lot of interest from parents. As part of the contract agreed, the Board is guaranteeing use of the premises for a period of at least 1 year. Sherpa Kids are guaranteeing their services for the same period. 5% of S.K income up to a maximum of 6,000 euros will be paid to the school.</p> <p>The contract allows for a member of Esker ETNS to go in to S.K sessions at any time if deemed necessary. 2 Sherpa Kids employees must be in attendance at all times.</p> <p>Colette and Peggy are happy with the contract. Colette is to sign on behalf of staff tomorrow. Sherpa Kids will be responsible for their own insurance.</p>	<p>Colette</p>
<p><b>Ratification of SEN Policy</b></p>	<p>Revised SEN policy outlined by Colette and Catherine. Policy proposed by S.R, seconded by Z.P. Board ratified revised policy.</p>	<p>Colette</p>
<p><b>Principal's Report</b></p>	<p>Colette reviewed staffing and enrolled numbers and explained process for seeking additional EAL staff.</p> <p>She then reviewed activities of the year, as outlined in the "Esker Gazette" which was compiled by Rebekah Breen. Congratulations and thanks offered to her for her excellent work in this regard.</p> <p>Principal's Report presented and adopted.</p> <p>Proposed by S.R. Seconded by J.Z.</p> <p>Full Report attached.</p>	<p>Colette</p>
<p><b>Report of Incident involving Parent</b></p>	<p>Board agreed on actions to take following an incident.</p> <ul style="list-style-type: none"> <li>• The parent will be informed of this decision in writing. The exact content of this letter will be decided by Peggy and Colette following consultation with Educate Together</li> <li>• The Board will meet in the autumn to come up with a statement (or public notice) for parents outlining what is considered inappropriate behavior by adults on the school premises and the consequent sanctions.</li> <li>• Colette to ring the community guard again to see if they have visited the individual involved.</li> </ul> <p>Other incidents regarding disrespectful behaviour by adults in the car park were discussed, including lack of co-operation and consideration by people parking in the disabled parking space. Anyone experiencing disrespectful behaviour in this regard is asked to report the incident to the school authorities.</p>	<p>Colette</p>

Signed \_\_\_\_\_ Date \_\_\_\_\_

<b>Tusla and School Completion Programme</b>	<p>Colette explained the function and objectives of Túsla and the School Completion Programme, the types of services the funding is spent on and the way funds are shared out between participating schools.</p> <p>Colette informed the board of difficulties regarding the payment of funds this year. This is an ongoing issue, the reason for which is unclear and resolution has not been reached as yet.</p> <p>Colette called for a meeting with Tusla to seek clarification as to why funds have been withheld. This meeting will be held on Thursday 30<sup>th</sup> June 2016. This being the last day of the school year Colette will be unable to attend. However representatives from other participating schools will be in attendance and will report back</p>	Colette
<b>Percentage for Art</b>	<p>The process of selecting an artist to undertake the work is underway. A number of artists have already visited the school to discuss their proposals. The closing date for submissions has been extended to 30 sep as one candidate is unable to submit until then due to personal reasons. Five submissions in the form of models of the project will be considered by the committee.</p>	Colette/Peggy
<b>Finance Report</b>	<p>Report proposed by J.Z and seconded by C.K</p> <p>Sandra has attended training for treasurers which was very good. We are ahead of the curve re online banking.</p> <p>Both Sandra and Peggy must currently authorize all payments. Board has agreed to nominate Colette to substitute for Peggy or Sandra if more convenient to do so or if they are not available. Every payment must be authorized by two people.</p> <p>The aim is to close our old bank account by end of this calendar year. Thanks were expressed to Sandra for the considerable amount of work she has invested in this role.</p>	Sandra
<b>Child Protection Anti-bullying</b>	<p>No Child Protection issues to report.</p> <p>Anti-bullying report: Based on the bullying issue reported at the last meeting, the parents and child involved have both attended a meeting at the school and signed a guarantee to end the bullying behavior.</p>	Colette
<b>SNA Interviews</b>	<p>SNA interviews to be held next Thursday 7<sup>th</sup> July. Appointments will be ratified by phone or e-mail.</p>	Colette/Peggy
<b>Speech and Language Therapy</b>	<p>The Board agreed to fund the services of a Speech and Language Therapist next year. This will be paid for out of DEIS funds.</p>	Catherine
<b>Date of next meeting</b>	<p>The date of the next meeting is to be confirmed in September.</p>	

Signed \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_