

**Esker Educate Together
Board of Management Minutes
February 9th 2017**

Venue	Esker ETNS	
Date of Meeting	09/2/2017	
Minutes taken by	Catherine Hare	
Apologies	Zedd, Jacky	
Present	Peggy, Colette, Virginia, Sandra, Marie	
Time Meeting Opened	7.30 pm	Closed 10.00 pm

ISSUE:	DECISION/ACTION:	BY:
Minutes of previous meeting	<ul style="list-style-type: none"> • Minutes proposed, adopted and signed Proposed by Colette Seconded by Sandra	Peggy
Matters arising	None.	
Correspondence	<ul style="list-style-type: none"> • Educate Together AGM 20th May 2017 • Request for unpaid leave by a teacher for May 2017. Colette noted that the lack of subs causes a lot of disruption. The board agreed to grant the request on this occasion. However the leave policy is to be reviewed in consultation with staff. • Request for refund of 95 euro materials money granted. • A request has been received from the NCSE to consider the establishment of a special class unit to be built and funded by DES. A decision will be taken when more information is made available. Colette to request further information from senior SENO. 	Colette/Peggy
Report from Section 29 Process	<ul style="list-style-type: none"> • The hearing took place in September. The appeal was not upheld. The refusal to enroll was judged warranted and in compliance with the school admissions policy. 	Colette

Signed _____ Date _____

Career Break/Job Sharing Applications	<p>Two career break applications were granted.</p> <ul style="list-style-type: none"> • There were two applications to job share. <p>One application was granted.</p> <p>In the second instance efforts are still being made to arrange job-sharing partners.</p> <p>The board will be happy to grant this request as long as a suitable job-sharing arrangement can be put in place.</p> <ul style="list-style-type: none"> • School policy states that no more than 1/5 of staff can be out on career break or job share at the same time. 	Colette and Peggy
Finance Report	<ul style="list-style-type: none"> • See report. • Accounts to be certified during the month of March. • Payment has been received from Sherpa Kids and a clarifying statement to be sought. Sandra is to write to seek same from the board. 	Sandra
Report from architect re possible building work	<ul style="list-style-type: none"> • Colm Doyle Architect has been consulted. The possible partition permutations were discussed. A decision has been postponed pending further information re the request to consider opening a Special Class. • Advice re CO2 figures is that they should be sent to the DES building unit and advice sought from them. The Board will request the advice of a ventilation engineer. 	Colette, Peggy,
Pay claims of ancillary staff	<ul style="list-style-type: none"> • Colette to seek advice from School Accounts Payroll and IPPN regarding terms and conditions for ancillary staff. • 2.5% salary increase has been agreed by DES, to be paid from 1st January 2016. A further 2.5% to be paid from 1st April 2017. 	Colette, Peggy, Sandra
Percent for art update	<ul style="list-style-type: none"> • Contract for project has been awarded to Vivienne Roche. It is to be a piece of sculpture. The project is going well. • A sundial and outdoor classroom are being funded by Carambola to the tune of 25,000 euro. 	Colette, Peggy

Signed _____ Date _____

Child Protection/Anti Bullying Reports	<ul style="list-style-type: none"> • No reports of Child Protection. • One allegation of bullying made by a parent. Phase 1 of the school anti-policy was implemented. Following this the problem was judged by the class teacher not to be bullying but an inter-class conflict. The parent who made the original allegation accepted this. Work is being done to resolve the class conflict situation. 	Colette
Ratification of Data Protection Policy	<ul style="list-style-type: none"> • Policy proposed by Sandra. Seconded by Virginia 	Marie
Principal's report	<ul style="list-style-type: none"> • See report. • Following discussion re access to CCTV it was agreed that this will only be made available to authorized personnel in accordance with the school CCTV policy. 	Colette
Enrolment 2017 report	<ul style="list-style-type: none"> • First round enrolments offers have been made. • 24 have been offered places arising from our old system • 34 places have been offered from new Common Enrolment. 	Colette
Educate Together General Meeting	<ul style="list-style-type: none"> • Educate Together AGM will be held on 20th May in Hansfield Educate Together Secondary School. 	Colette
Date for next meeting	Wednesday 5 th April 2017.	

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AOB

Next Meeting

Zedd, Colette

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Dated: _____

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