

## Esker Educate Together Board of Management Agreed report April 10<sup>th</sup> 2019

Venue	Esker ETNS
Date of Meeting	10/4/19
Minutes taken by	Catherine Hare
Present	Colette, Marie, Zed, Peggy, Virginia, Sandra
Apologies	Jackie
Time meeting opened	7.30
Time meeting closed	10.00

Issue	Decision/Action	By
Special Class	The meeting opened with a presentation by Maureen Smith of the NCSE on the procedures involved in opening a special class. This presentation included a Q&A session at which Board members clarified their understanding of the implications of such a decision. The presentation ended at 8.30. Peggy thanked Maureen for her attendance and advice. There followed a general discussion on the pros and cons of undertaking to open a special class. In principle the Board is in favour of opening a special class, subject to certain conditions being met. These include receiving endorsement of this decision from the school staff, being provided with satisfactory permanent accommodation for two classes, being provided with adequate funding and training, having enough time to plan and prepare for the project. Colette will contact Maureen Smyth to inform her of this decision, following consultation with the school staff.	
Minutes of previous meeting: Matters arising	Safety week  Colette described the actions taken re safety in the school grounds when parents are dropping off or collecting children.  Virginia and Zed expressed the opinion that the actions taken had made some difference, but that they were only really effective when Colette or Gemma were present.	

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<p>Warm weather temperature regulation.</p> <p>Water leak</p>	<p>Marie described the situation in some other schools where no cars are allowed on school grounds at collection/ drop off times. Colette explained that our current arrangements are determined by our traffic mobility plan which was formulated when the new school building was opened.</p> <p>Colette said that she would speak to individual parents who were observed failing to co-operate with agreed safety procedures. She suggested spot checks and the barring of persistent offenders from driving onto the school grounds at drop-off and collection times.</p> <p>Reflectors are to be placed on all windows at the back of the school over the Easter holidays. This has already been trialled in Colette’s office. The hope is that this measure will help to maintain comfortable temperatures in classrooms during warm weather. The cost of this is 3, 500 euros.</p> <p>Larsen Water Management is coming in to the school over Easter to see if they can establish the source of the water leak. There is an option to leave the tap connected to this water pipe permanently turned off. However this could have implications for the fire service when connecting to a fire hydrant. Colette has contacted the Fire service to make them aware of the fact that this tap is currently turned off.</p> <p>Minutes proposed, adopted and signed Proposed by Virginia Seconded by Colette</p>	
<p>Correspondence</p>	<p>The board has received a request from a teacher to switch from career break, which has already been granted, to job sharing in another school. This doesn’t impact on staffing numbers for the coming school year and the Board sanctions this.</p> <p>Proposed –Marie</p> <p>Seconded –Virginia</p> <p>Peggy read out the letter of resignation from our DP Gemma. Peggy and the Board expressed their deep regret at her departure, but also their delight at this opportunity for her, becoming principal of a new ET school in</p>	

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	<p>Newtownmountkenedy. The Board noted the excellent service she has provided and offered her congratulations and good wishes for her new post.</p> <p>A request to job share has been received from one of our SNAs. Colette feels it will not be difficult to fill this position. The Board sanctions this.</p> <p>A letter from Lucan Community College who are reviewing their admissions policy and are inviting submissions from local schools and individual parents. These submissions must be received before May 30<sup>th</sup></p>	
Finance Report	<p>Sandra went through the financial report.</p> <p>Proposed: Marie</p> <p>Seconded: Zed</p>	C.K
Child Protection and bullying reports	<p>Colette went through Child Protection Oversight Report.</p>	
Principal's report	<p>Principal's Report presented and adopted.</p>	Colette
Energy Conservation	<p>It is now a requirement by DES for schools to have an energy conservation plan. Details of our energy consumption have been submitted to SEAI, who have analysed our energy use. Their findings were briefly outlined by Sandra. Our long term aim is to reduce our energy consumption by 33%. The school needs to have an energy consumption policy to support this plan. The Board will return to this at the next board meeting.</p>	

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Date for Next Meeting	Wednesday 5 <sup>th</sup> June	

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