

Esker Educate Together

Board of Management Agreed Report

24th September 2018

Venue	Esker ETNS
Date of Meeting	24/9/2018
Minutes taken by	Catherine Hare
Present	Virginia, Jackie, Peggy, Catherine, Sandra, Colette
Apologies	Zedd and Marie
Time meeting opened	7.30pm
Time meeting closed	9pm

Issue	Decision/Action	By
Minutes of previous meeting	Minutes proposed, adopted and signed Proposed by Sandra Seconded by Virginia	
Matters arising	<p>Water leakage: This issue has not yet been resolved but there is no leakage currently. Action:The problem is being followed up. The overpayment is being queried and contested.</p> <p>Sandra reported back on some research she had done on window shades to reduce temperatures in the classroom during the summer. The Board considers it important to plan ahead for next. Action: contact DES building section to seek advice as to who could help with this problem. Colette to email.</p>	
Correspondence	<ul style="list-style-type: none"> Request from teacher -20 days secondment to complete Droichead mentor training. This was granted Refund request for enrolment charge from parent of J.I who didn't take up 	

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	<p>school place. This was granted</p> <ul style="list-style-type: none"> Letter of introduction from Eileen O'Sullivan who is our new inspector. 	
Numbers/Enrolment/staffing 2018-2019	<p>2018 school enrolment numbers are sufficient to retain current staffing levels. New lower pupil teacher ratio has assisted in this. 438 was the figure returned. There is the possibility of the EAL allocation being queried but it is felt this is unlikely. See attached for exact figures.</p> <p>Details of new staff given to BOM</p>	
Finance Report	<p>DEIS Grant has been received. Lunch grant has been received. All bills up to date.</p> <p>No report available due to a printing problem. Report will be available for next meeting.</p>	Sandra
Child Protection and bullying reports	<p>The Board reviewed the Child Protection Oversight Report.</p> <p>See attached.</p> <p>Colette went through mandated CP reports made since the beginning of this school term. Three reports made by Colette</p> <p>No bullying reports this term</p>	
Technical Support	<p>The cost of technical support bill needs to be researched. Sandra has offered to do this. Jackie advised the Board re the benefits of encryption in the light of new GDPR regulations. The Board discussed the need for specific school personnel to have laptops encrypted.</p> <p>Action: Advice to be sought on the necessity of this and on the purchase of a new server which will be paid for out of technology grant.</p>	

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Change to CEP	<p>Colette explained how the Common Enrolment Policy operates.</p> <p>A minor change to the policy is necessary.</p> <p>Griffeen ET/Lucan East ET are in close proximity to each other and therefore for the purposes of enrolment random selection for these schools has been practised. However this is not stated in the enrolment policy. This is now being stated formally.</p> <p>Proposed : Jackie</p> <p>Seconded Virginia</p> <p>The policy change was ratified.</p>	
Principal's report	<p>The Principal's Report was presented and adopted. See attached.</p> <p>The report included details on</p> <ul style="list-style-type: none"> • Health and Well-Being Week • Parental Involvement activities • ECAs • Music Generation/Choir • New Primary Language Curriculum • School Self-Evaluation • Good wishes to Rob O'Brien 	Colette
Child Safeguarding	<p>The Board went through the annual review checklist of Child Safeguarding Procedures. This was signed by P.M and will be forwarded to Educate Together.</p> <p>The Board went through the annual review checklist of anti-bullying procedures.</p>	
New Yard Committee	<p>In summer the children have plenty of outdoor space in which to play as they have access to the grass. However in winter the grass is too wet and the children are confined to a smaller outdoor play area. Research is currently being done into the possibility of improving and extending the yard space. The children have been consulted and designer Richard Webb has</p>	Colette

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	<p>visited and formulated provisional plans</p> <p>Action:A committee is to be formed to discuss the proposed changes. The committee will consist of Colette, Peggy, Jackie, a staff member, and a member of the PTA.</p> <p>A date for the first meeting is to be arranged by e-mail.</p> <p>Peggy proposed that the new yard plans be put on display for staff to consult before the next staff meeting.</p>	
Annual BOM report and DEIS School Improvement Plan	<p>Colette went through</p> <ul style="list-style-type: none"> • BOM report for school year 2017-18 • summary document of DEIS 3-year plan (6 target areas- Literacy/Numeracy/Attendance/Parental Participation/Partnerships with others/Wellbeing) 	
School Self-Evaluation	<p>The school is obliged to evaluate practice and come up with a SSE report and School Improvement plan or DEIS 3 year Plan. Desi 3 year plan already approved . Further work on SSE continues. Colette will keep the keep the Board informed of this process.</p>	
Date for next Meeting	Tuesday 6 th November, 2018	

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