

ST. FLANNAN'S COLLEGE
BOARD OF MANAGEMENT MEETING
AGREED REPORT



Date and Time of Meeting	Monday 10 th September 2018, 7.30pm – 8.45pm
Present	Mr Leonard Cleary (Chairperson), Fr Ignatius McCormack (Secretary), Ms Mary Corbett, Ms Sadie Moloney, Ms Teresa Considine, Mr Pat Whyms. Mr Michael Horgan, Mr Joe Russell, Dr Denise Cox, Ms Tracey O'Donohue (Minutes Secretary)
Apologies from	

The Chairman welcomed the Board back and offered his congratulations to the Leaving Certificate class of 2018.

1. Adoption of the Agenda

The agenda was adopted.

2. Adoption of Minutes

The minutes of May 29th were adopted.

3. There were no matters arising.

4. Correspondence

- a Personal days were requested by seven staff members. These were approved by the Board.
- b The Board received an appeal regarding a failed application for TY, on the basis that the TY year would boost the student's confidence. The Board discussed the case and are happy that the process was followed correctly. The student will be considered along with other students who were refused a place should a place in TY become available.
- c A solicitor's letter was received regarding the official name of a 1st year student. The student's name was changed by deed pole with the consent of both parents. The student's record has been altered to show the legal name.
- d A letter of thanks was received from the Minister for Education's office for hosting the seminar last school year.
- e Allianz has proposed a 22% increase in our insurance cover for the coming year due to our claim history and the failure of the County Council to implement the flood relief scheme. The scheme has been deferred and will be put out for tender again. Fr McCormack has spoken to the insurance agent, Noel O'Loughlin and he will speak to Allianz again to try to get the premium lowered.
- f A Section 29 appeal has been brought against the school regarding a second year applicant to whom we could not offer a place.

The Board affirms that they have delegated the function of dealing with up-house admissions (2nd Year to 6th Year) to the Principal. This is a long standing practise.

The appeal is scheduled for September 26th. The Principal will attend as Secretary of the Board.

- g Two requests have been received from staff members for use of rooms for grinds. Both have their own insurance and Child Safeguarding. A nominal rent is proposed. This was agreed by the Board.
- h A new study co-ordinator was required due to Peter Quinn's retirement. Fr McCormack requested applications and interviewed applicants. He requested that the Board approve the choice of Michael Kelly for the job. This was approved

5 Child Safety.

There are no instances of child welfare to report.

6 AP1 Posts

The Principal requested the Board's approval to begin the process of advertising two AP1 posts arising from retirement of staff members. A list of current post holders was circulated to the Board and the Principal informed them that he has provisionally asked two potential interviewers to join him on the panel. The request was proposed, seconded and approved by the Board.

7 Policies

The six policies that were circulated to the Board last week, the Suspension of Students Policy, the Expulsion of Students Policy, the Career Break Scheme- Staff, the Career Break Scheme – SNA, the Job Sharing - Staff, and the Job Sharing- SNA, were approved.

8 Finance

- a A finance report was circulated to the Board.
- b The Lighting Project has been completed, the school will be inspected next week to ensure all work is done to the standard required to receive the grant. Light quality is much better and electricity bill should decrease significantly.
- c Joe Russell attended a Finance Committee meeting prior to the Board Meeting, the Finance Committee are working on a budget for this school year and hope to have it ready before the next Board Meeting.

9 Principal's Report

- a The Principal wishes to thank Staff sincerely for their help and support immediately following the death of Shay Moloney and at the beginning of Junior Cert Exams. He also wished to acknowledge the excellent support received from Christine O'Sullivan, NEPS Psychologist.
- b Staffing

RPT Interviews took place during the summer break to fill vacancies created by the retirements.

The Principal was informed during the summer break of the retirement of Brid Kennedy, who had been on secondment.

A request for a Career Break was received from during the summer. The request for Career Break was emailed to the Board and has been approved.

Five teachers have been given SEN co-ordination hours.

It is hoped to bring in another Maths teacher with remaining allocation hours with a view to supporting weaker students.

- c A disciplinary meeting was held regarding a second year student. The report was read to the Board. The student has undertaken to change her ways and will be given the opportunity to prove herself.

9 Agreed Report

The agreed report will be the minutes with any personal information removed.

10 AOB

The issue of traffic on the school grounds being a problem was discussed again. It was decided to send a letter to all parents solely on this issue in the hope that they will co-operate in the interest of their own child's safety.

11 Date of Next Meeting

The next Board Meeting will take place on Monday 22nd October at 7pm.

The meeting closed with a prayer from Fr McCormack.