

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



<i>Date and Time of Meeting</i>	Thursday 4 th February 2021 at 7.00pm
<i>Present</i>	Mr Leonard Cleary (Chairperson), Fr Ignatius McCormack (Secretary), Mr Pat Whyms, , Ms Mary Corbett, Dr Denise Cox, Ms Elaine McGrath, Mr Christy O'Connor, Ms Mary Keane, Mr James Delaney
<i>Apologies from</i>	

The meeting opened with a prayer from Fr McCormack.

The Chairman welcomed the Board

- 1 Adoption of the Agenda. The agenda was adopted by the Board.
- 2 Adoption of Minutes. The minutes from the meetings of the 8th and 21st of January were adopted by the Board
- 3 Matters Arising. Fr McCormack informed the Board that he has been in contact with the social worker of a student with regard to the disciplinary process and a plan has been put in place to facilitate the student to sit his Junior Certificate in the College. Teaching support is being put in place to allow him to continue his studies outside of school until then.

Fr McCormack requested that the Board approve the intake of an extra 24 1st year students for September 2021 as discussed at the last meeting. This was approved by the Board.

- 4 Correspondence. Seven Requests for Job Sharing for the 21/22 academic year were received from staff. A request for a Career Break was received.. These were all approved conditionally by the Board. Four requests for personal days were received and approved by consensus.
- 5 Child Safeguarding. There have been no safeguarding issues reported. In the event of a report, it can not be discussed at a Zoom meeting.
- 6 Policy Reviews. The following policies were reviewed; Data Protection Policy, CCTV Policy, Data Access Policy and the Data Security Policy. The CCTV Policy was referred back to the Policy Committee for clarification, the other policies were approved by the Board
- 7 School Accounts. The school accounts will be ready to be signed in the next few days.
- 8 Retirement of Deputy Principal. The Principal has been notified of the upcoming retirement of a Deputy Principal. A formal meeting of the Board is required to start the process of recruiting a replacement. An analysis of the School's needs must be done as part of the process.

The Board acknowledged the Deputy Principal's work and commitment over many years and thanked him for his efforts.

- 9 AP2 Post. An AP2 post became vacant as a result of the AP1 post being filled. The Principal requested The Boards permission to advertise this post. Approval was given by the Board.

The Principal requested approval for an interview committee consisting of himself and two other principal teachers. This was approved.

- 10 Agreed Report. Will be the minutes with all personal information removed.
- 11 AOB. A card was received from the Chairperson and Secretary of the Staff, thanking the Board for the Christmas cards and vouchers.
- 12 The next meeting will be a single item agenda on Thursday February 11th at 7pm via Zoom.