

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



<i>Date and Time of Meeting</i>	Tuesday November 21 st , 2023, at 7.30pm. Boarding School
<i>Present</i>	Mr. Leonard Cleary (Chairperson), Fr Ignatius McCormack (Secretary)Ms Marion Coughlan-Flynn, Mr Daragh Hassett, Ms. Elaine Duffy, Mr. Benny Duggan Ms Claire Wehrley. Ms Tracey O'Donohue (Recording Secretary).
<i>Apologies from</i>	Mr. Christy O'Connor, Ms Marie Keane.

The meeting opened with a prayer from Fr McCormack.

The Chairman welcomed the new Board and read a statement of Board of Management Function. The Board members then signed their acceptance of the terms of their appointment.

1. Agenda.
The agenda was agreed by the Board.
2. Minutes.
The minutes of the previous meeting were agreed by the Board
3. Matters Arising.
The Board of Management Manual and the Ruddle Report have been circulated to the Board members.
4. Correspondence.
Requests for personal days were received from four staff members.
These were approved by the Board.

A request for paternity leave was received from a staff member.
This was approved by the Board.

Two suspension appeals were received. Both appeals were rejected by consensus as both suspensions adhered to the school code of behaviour.

5. Principal's Report.
Child Safeguarding.
There has been one child safeguarding referral. The issue is external to the school. The child is on a waiting list.

Ruddle Report.

On foot of the report the question has been raised as to whether the school can manage and maintain the boarding school building into the future, or should some other body take charge. Fr McCormack has been tasked with finding someone to draft a plan and bring it to the Board.

The principal put forward the name of the candidate chosen by the interview panel for the open AP1 post. This was agreed by the Board.

The principal requested the Board's consent to advertise an AP2 post. This was agreed by the Board.

The principal requested the Board's consent to form an interview panel. This was agreed by the Board.

6. Finance.

The Board reviewed the accounts for September and October. Expenditure is up due to inflation. There was discussion regarding raising the voluntary contribution next year, and perhaps charging students a fee for bus travel.

Fr McCormack has scheduled a meeting with the current cleaning company to review the contract for cleaning and maintenance with a view to bringing down expenses.

The rental of school facilities is being organised using a website called "SportsKey", to facilitate bringing in revenue.

7. Any Other Business

- a. The current canteen facility will close in December. Fr McCormack is meeting with "Food Village" who supply canteen services to schools as an interim option. Our current facility may reopen in the future.
- b. The circulated Board of Management Manual will be covered in the course in Adare.

8. Agreed Report. Will be the minutes with all personal information removed.

9. The next meeting will take place on Tuesday 16th January 2024 at 7.30pm in the Boarding School.