**Board of Management Minutes**

**Edmund Rice Secondary School**

**(This meeting was conducted through Teams due to Covid -19 restrictions)**

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| **Venue** | Teams Meeting | | |
| **Date of Meeting** | 19th November, 2020 | | |
| **Minutes taken by** | A. Leahy | | |
| **Apologies** | M. Crowley | | |
| **Present** | T. Larkin, L. Mulcahy, P. Foran, K. Kirby, C. Quigley, C. Shortliss, D. Keyes | | |
| **Time Meeting Opened** | 7pm | Closed | 8.05pm |

Opening Prayer and moment of reflection on the passing of Rian Anthony RIP, 6th Year student. The sympathies of the Board are expressed to the family and friends of Rian.

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| **ISSUE:** | **DECISION/ACTION:** | **BY:** |
| **Minutes of previous meeting**  **Matters arising** | Minutes adopted and signed  Critical incident update – outline the implementation of the critical incident plan. School also to appoint an outside counsellor for an initial six weeks to supplement school supports.  Appointment of A. Leahy as DLP  Appointment of L. Barry as DDLP  Covid update – new direct phone link for principals and definition of close contact outlined to BOM  L. Barry appointed as recording secretary to BOM | Prop: C. Quigley  Sec: K. Kirby  A. Leahy  Prop: P. Foran  Sec. T. Larkin  Prop: L. Mulcahy  Sec: C. Shortliss  A. Leahy |
| **Correspondence** | M. Walsh, M. Reidy & M. Mitchell offer thanks for the gift from BOM  CS (Teacher) Personal day (Approved)  PF (Teacher) Letter of resignation (Approved)  **JMB Bulletins**  Bulletin 24 [Monday, 16th Nov 2020]  Bulletin 23 [Monday, 2nd Nov 2020]  Bulletin 22 [Thursday, 22nd Oct 2020]  Bulletin 21 [Wednesday, 14th Oct 2020]  Bulletin 20 [Monday, 12th Oct 2020]  Bulletin 19 [Thursday, 8th Oct 2020]  Bulletin 18 [Thursday, 1st Oct 2020]  Bulletin 24 [Monday, 16th Nov 2020]  **DES Circular**  DES Circular 0075/2020  DES Circular 0074/2020  DES Circular 0070/2020  DES Circular 0069/2020 |  |
| **Principal’s Report** | Teaching and learning – no PTM’s this year but extra assessments and reports at midterm breaks  Building Update – three tenders to act as consultant on universal access toilet project. Tenders to be scored now and successful candidate to be notified. JMB assisting with marking.  Staff meeting – staff surveyed and meetings. Looking to expand the use of Vsware. Three committees to be set up: code of behaviour review, new critical incident team & assessment committee.  Leave report – two teachers currently on leave.  Events – Principal gives a report on events occurring in school. | A. Leahy |
| **Student Council** | Report to be available for next meeting | A. Leahy |
| **Suspensions** | Two students suspended since last meeting | A. Leahy |
| **Child Protection** | * The principal provided the Child Protection Oversight Report (CPOR) to the Board. The CPOR was included as an appendix to the minutes of the meeting and includes a record of the number of cases/ reports detailed under each of the four headings in the Principal’s Child Protection Oversight Report CPOR. * There were 0 cases/reports made since the last meeting. * Advice sought on 1 case. | A. Leahy |
| **Policy Review** | 1. Code of Behaviour – staff review to begin. An addition made to the COB for this year regarding reasons for suspension as well as how breaches of Covid guidelines can be dealt with. Changes to be communicated to parents and students. 2. Child Safeguarding Statement and Risk Assessment Review – to begin now and be completed for the next meeting | Prop: T. Larkin  Sec: L. Mulcahy |
| **Finance** | End of year (August) and September account balances given to BOM.  Finance committee to be set up for the next meeting |  |
| **AOB** | Update on traffic calming measures outside of the school. Chair to contact council for next meeting | D. Keyes |
| **Date of Next Meeting** | 17th of December |  |

Minutes Proposed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Minutes Seconded by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_