

Cork Educate Together Secondary School
Board of Management (BOM) Meeting
Agreed Report

Meeting Number:	2
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Date:	17.11.2016
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Attendees:	Eric H, Colm O'C, Rachel D, Abby O'R, Noah D, Siobhan M, Laura N, Susanne F, Pam O'L.		
Chair:	EH	Minutes:	COC
Apologies:	Peadar K and Joe F		
Location:	Carrigaline ETNS		

Agenda

1. Welcome
2. Finance Sub-committee: Function and Report
3. Principal's Report
4. Accommodation 2017/18 (inc. proposed ASD Programme)
5. Transition Year
6. Policies
7. Enrolment 2017 and 2018
8. Child Protection Report
9. AOB

Minutes

1	Welcome: Siobhan was welcomed back to the BOM.
2	Finance Sub-Committee: The reconciled accounts for the past month were presented and then we discussed the make-up of the Finance Sub-group and the possibility of having the school designated with charitable status.
3	Principal's Report: -Update on Assessment- The nature of school reports were explained, including the following weighting 20% Homework, 20% Projects, 20% Participation and 40% Tests -Phenomenon-Based Learning Week- Outline of the rationale, structure and progress of our first PBL week inc. the use of a Reflective Journal -1st Parents' Association Meeting (07/11/2016)- Report on the recent establishment of the school's Parents' Association -Special Education Needs hours- 9+ additional hours have been granted by Department, which will be distributed shortly -Sandra Irwin Gowran visit- ET's Education & Support Manager visited the school during the school's innovative PBL week -Action items- all action items from the previous meeting were progressed, with the exception of the PR campaign, as Nemo had progressed somewhat in the meantime
4	Temporary Accommodation 2017/18 (inc. proposed ASD Programme) Niall has written a detailed proposal for the DES explaining the nature and advantages of a proposed site and Colm has supplied a list of required buildings. The report includes a proposed timeline for planning, design and installation, along with suggestions as to how the tendering/procurement process might work. It was emphasized that the contract would need to provide for the removal and restoration of the site. This discussion included the proposed ASD programme, which was agreed to proceed, if the DES provide

	appropriate staffing, resources and facilities.
5	Transition Year A brief discussion followed regarding the status of Transition Year (optional/compulsory). Colm outlined some of the difficulties that would be associated with the former option and offered to send the BOM members an information sheet on the purpose of the year before the next meeting, at which time a decision would be made, so as to be clear with both existing and incoming parents.
6	Policies Colm informed the meeting about the establishment of a small subgroup in school, whose job it is to audit our policy needs and to coordinate policy writing initiatives. Naturally all school partners will be consulted as part of these initiatives.
7	Enrolment 2017/18 The meeting was told that we have released more offers for students who had applied for places. The logical maximum is thus 96 (4 classes x24 students) as 24 is the maximum number of students in a practical classroom.
8	AOB

Action Items

Number	Action Details	Responsible	Date Raised	Due Date
1	A reorganization of account signatories	Rachel D/ Eric H	17/11/2016	15/12/2016
2	Charitable status to be investigated	Eric H	17/11/2016	15/12/2016
3	Letter to be sent to SENO re possible ASD programme	Colm	17/11/2016	15/12/2016
4	Letter to be sent to Michael McGrath re update on site	Eric	17/11/2016	15/12/2016
5	Summary document on the role and purpose of TY to be sent to BOM	Colm	17/11/2016	15/11/2016
6	Enrolment for 2018 to open on 1 st Jan 2017- Admissions Policy to be finalized and published	Colm	17/11/2016	15/11/2016
7	Anti-bullying update to be added to all future agendas	Colm	17/11/2018	15/11/2016
8	Produce a list of policy priorities for next meeting	Colm	17/11/2016	15/11/2016

AOB

None

DATE AND VENUE OF NEXT MEETING

Thursday 15th December Carrigaline ETNS