

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

Meeting Number: 4

Date: 19.01.2017

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

Agenda

1. Minutes
2. Correspondence
3. Finance Sub-committee Report
4. Principal's Report
5. Accommodation 2017/18
6. Child Protection Policy
7. Whistle-blower Policy
8. Anti-bullying Report
9. Child Protection Report

Minutes

	Welcome:
1	Minutes: Clarification sought by Colm re duration of approval time for BOM Minutes and Agreed Reports, so that they can be sent to parents, staff and students. One week was agreed as a maximum.
2	Correspondence: None
3	Finance Sub-Committee: Joe offered to visit the school to track all of the codes.
4	<p>Principal's Report:</p> <ol style="list-style-type: none"> 1. The staff (coordinated by RC) had been busy writing draft policies in recent weeks. Of these, the following drafts have been circulated to staff for their initial consideration: <ul style="list-style-type: none"> ○ Health and Safety (LNK and DC) ○ Anti-bullying (POL and COC) ○ Critical Incident (POL) ○ School Trips (RC) • Drafts of these policies are near completion <ul style="list-style-type: none"> ○ Code of Behaviour (JS) ○ Data Protection (COC) • Drafts of these policies are well under way <ul style="list-style-type: none"> ○ Homework ○ Assessment <p>The Board thanked the staff for this work and suggested that a standard Ethos Statement be placed at the start of all policies.</p>

	<div>2. Website overhaul in progress inc. Parents' Area- (DOS). Proof reading offers made by BOM members</div> <div>3. Social media now being managed by Pam O'L</div> <div>4. 2nd Phenomenon-Based Learning Week being planned for early February</div> <div>5. Staff meeting update: Weekly for 1.5hrs, rotating Chair and staff-created agenda. BOM thanked the staff for this extra time.</div> <div>6. Student Assembly is operational- led by JS and POL- POL showed graphic recording, rotating roles.</div> <div>7. Parents' Association update- constitution agreed – Thanks to CMS for the use of Blackrock Castle's facilities. STEAM sub-group has been created</div> <div>8. Potential visit of Herman Pollack (tbc)- a Dutch Jewish Holocaust survivor who hopes to visit in Feb/March.</div> <div>9. Enrolment figures update for 2017 & 18</div> <div>10. VSWare online payments now functioning e.g. class trips, voluntary contributions etc.</div> <div>11. A trip to the Young Scientist Competition was organized for the 13th January- Thanks to all involved</div> <div>12. 6th Feb Parents' Night 1</div> <div>13. 12th February Student Team-building</div> <div>14. 4th March Student Assessment</div> <div>15. 24th March Parents' Night 2</div> <div>16. 27th March School visits begin</div> <div>17. 6th May Team-building 2 Farran Woods</div> <div>18. Anti-bullying and resilience modules RSE</div> <div>19. 16th February Child Protection BOM training CESC</div>			
5	Accommodation 2017/18 Awaiting news from the DES. In parallel with the suggestion of the Parents' Association meeting, a programme of action was agreed (see action items below).			
6	Policies <i>Child Protection Policy</i> - accepted with minor changes to the attached review for 2016/17 <i>Protected Disclosure Policy</i> - accepted and ratified with minor changes (to be agreed online)			
7	Enrolment 2018			
8	Anti-Bullying Report			
9	Child Protection			
10	AOB SF connected the school with the new intersiciplinary UCC research branch "Culture as Performance Performance as Culture" (Centre for Advanced Studies in Languages and Cultures) http://casilac.ie/culture-as-performance-performance-as-culture/ ; Mary Noonan from UCC would be interested in liaising with the school re possibilities of a drama group. POL outlined our link with the Philosophy Dept in UCC COC mentioned the module on computer game design led by DOS			
Action Items				
Number	Action Details	Responsible	Date Raised	Due Date
1	Transition Year decision-info dispersal website and parents	COC	19/01/2017	09/02/2017
2	Communicate with Parents' Association re 2 week's policy consultation	COC	19/01/2017	09/02/2017
3	Pass on congratulations to RETNS	Rachel	19/01/2017	09/02/2017
4	Write to politicians- local and national	EH and COC	19/01/2017	09/02/2017
5	Write to ET re speed of contact with DES	EH and COC	19/01/2017	09/02/2017
7	Write to DES to request meeting	EH and COC	19/01/2017	09/02/2017

8	Email details Child Protection training dates to BOM	COC	19/01/2017	09/02/2017
9	Update website re location	COC	19/01/2017	09/02/2017
10	Subsequent letter to politicians, if no reply received with all parents names	EH and COC	19/01/2017	09/02/2017
11	BOM vetting question to be sent to JMB	COC	19/01/2017	09/02/2017

DATE AND VENUE OF NEXT MEETING

9th February Carrigaline ETNS (Extraordinary meeting re accommodation)