

## **Knocknacarra Educate Together NS**

### **Board of Management Meeting**

**9<sup>th</sup> March 2016, 19.30**

**Present:** Louise Shields (chairperson and patron nominee), Maggie Hall (patron nominee and treasurer), Lynn Morgans (female parent nominee), Waqas Khawaja (male parent nominee), Áine Ní Chuinneagáin (teacher nominee), Paul Adams (community nominee), Matt Wallen (principal and secretary)

**Absent:** Edward Joyce (community nominee)

Louise chaired the meeting.

### **March Minutes**

The minutes from February were ratified.

### **Principal's Report**

#### **Enrolment**

- There are currently 49 pupils enrolled. 24 children have accepted places for junior infants. It is expected that 1-2 children will enrol in next year's senior infants and first classes, with an estimated enrolment of 80.

#### **Staffing**

- We will apply for one developing post (a new mainstream teacher) before the deadline of 23<sup>rd</sup> March.
- Two applications for low-incidence resource hours were submitted. If both are successful, we will have approximately 17 hours next year.

#### **Attendance**

- With lots of illness, the attendance for March has been very poor, especially in Senior Infants this week. Overall, the attendance rate since the start of the year to now is 92.4% as compared with 89.3% for the same time last year. Five children have been absent for more than 20 days, and this will be reported to TúsIa at the end of the term. An additional 4 children have missed 15 or more days. A letter has been given or has been posted to these parents informing them of the requirement to report such absences.

#### **IT**

- The computer in junior infants appears to be working normally.
- We will look at pricing a set of laptops and a trolley for long-term use in the school.
- It has been suggested that we invest in a simple sound system in the medium- to long-term.

#### **Building Concerns**

- We still haven't received a reply from the Department to the letter that was sent regarding long-term accommodation.
- The front door is latching properly, but the magnetised security lock appears not to work well some of the time. We'll try to repair this and involve the landlord if required.
- It is proposed that the carpets be steam cleaned over the Easter break.

#### **Curriculum**

- The current Aistear theme is the doctor's surgery. This theme is being addressed across the curriculum.
- The English school plan is in progress.
- Belfield Infant Assessment Protocol (BIAP) and the Middle Infants Screening Test (MIST) will be administered in April.

#### **Policies**

- The revised Substance Use Policy is ready for review.
- The Code of Behaviour and Anti-Bullying Policy is ready for review.
- The Special Education Needs Policy will be distributed for consideration prior to the next meeting.

#### **Misc. Events/Information**

- The PTA will hold the Spring Fair, scheduled for Saturday, 16<sup>th</sup> April. We are looking for raffle prizes.

- The school took a city centre tour to the library, the museum and the Claddagh last Friday.
- We will formally put up our flag on Proclamation Day on Tuesday, 15<sup>th</sup> March at 9.00. All are welcome.
- We will end the term with an Irish language assembly on Wednesday, 16<sup>th</sup> March at 11.30. From 11.00 onwards, parents and guests are invited to come in for a cup of tea and use whatever Irish they have as a culmination of Seachtain na Gaeilge.
- St Vincent de Paul has given us a donation of a large number of children's books for use in the school.

### **Financial Report**

- The budget targets continue to be met.
- The capacity reduction for the electricity has been applied. The bill was high because previous bills had been estimated. Even so, we are on target to greatly reduce our electricity spend as compared to last year.
- A change in billing for the phone has been arranged as the previous month's bill was suddenly high. We have changed to a fixed plan that includes all national landline and mobile calls for one price.
- One quote was received for the certification of the accounts which was very high. Matt will check with other schools as well as Educate Together. Lynn will also contact someone.

### **PTA Report**

The PTA agreed to have a separate line-item in the overall school budget. Membership in the National Parents Council (NPC) has been arranged. The Child Protection Policy was reviewed. The PTA is organizing a Spring Fair for the 16<sup>th</sup> April. They are also preparing to draft a Constitution.

### **Policies**

The Substance Use Policy was ratified. The Code of Behaviour including Anti-bullying Policy was reviewed.