

***The following is the Agreed Report of the Meeting of the Board of Management of Scoil Bhríde Eglantine on Tuesday 10<sup>th</sup> December, 2019.***

**Attendance:** Bill Reidy 'BL' (Chairperson), Eoin Kennedy 'EK' (Sec B.O.M.), Humphrey Moynihan 'HM' (Treasurer), Elaine Murray 'EM', John Sheehan 'JS' Paula Burke 'PB'; Frances O'Mahony 'FOM'; Canon Jim O'Donovan 'JOD'

**Opening Prayer:** Canon Jim O'Donovan

**1. Minutes**

The Minutes of the last meeting being meeting dated the 17<sup>th</sup> day of November 2019 were put forward for approval. BR requested an amendment to the minutes at point 7 of the minutes, which amendment was approved.

The Minutes were then adopted as presented with amendment.

**2. Matters Arising**

There were no particular matters arising from the previous minutes to be discussed.

**3. Treasurers Report**

HM presented the income and expenditure reports for the months commencing September through to the end of October, together with a summary report of the funds available in the school bank accounts.

HM outlined to the Board that he had researched the services of a third-party supplier of accounting services "Schoolaccounting.ie" to provide a service which would cover recording income and expenditure, payroll and RCT/VAT requirements for the School Accounts. Having discussed the matter and the costs to be incurred, it was agreed by the Board that HM was to proceed and engage with Schoolaccounting.ie to provide the services.

There was a general discussion in relation to the day to day funding of the school and creation of a budget plan for the School. BR confirmed that the final accounts were not yet available from Edward Daly Accountant but were expected shortly and it was agreed that once the accounts became available that the Board would look at preparing a budget plan for the school.

It was noted also that a decision was still awaited from the Department on grant funding for the necessary heating works required in the school.

#### **4. Principals Report**

EK presented his report. In particular EK brought attention to:

1. The production of the schools Wellbeing Calendar.
2. The production of the “Eglantimes” e-newsletter
3. The Annual St. Vincent de Paul Raffle.

All of the above acknowledged as fantastic achievements and the board commended all those involved.

His report requested approval for spending on three items being:

1. Additional Deep Cleaning Services to take place during the holiday.
2. Projector purchase
3. Health and Safety Signage

The Board approved all the spending requests

#### **5. School Planning**

BR provided to the Board a draft school plan together with a strategy document. A discussion followed around what the School Plan should provide for and who needed to input into the preparation of the plan. A key element of the plan discussed was the Mission and Vision for the School and the objectives on a short and long term basis.

It was agreed that this was a subject that needed the input of the stakeholders in the School being the Pupils, Staff, Parents, Board of Management. For that purpose, it was agreed that a sub-committee of the Board of Management would be established to prepare a new School Plan to bring back to the Board for approval and that the sub-committee would comprise of JS, EM, EK from the Board of Management.

This sub-committee would then seek 2 representatives of the School Staff and 2 representatives of the Parents Association to develop the new school plan. EK agreed to approach the staff and chair of the Parents Association in order to obtain names of those willing to get involved.

The Sub-Committee to report to the Board at the next meeting on the 17<sup>th</sup> of January.

**6. Childcare Proposal**

HM reported that discussions had been had with both providers of after school services and that a summary was to be prepared outlining recommendations on (1) whether the service is one which ought to be introduced in the School and (2) if it is to be introduced which of the service providers was preferred. The report to be provided to the Board at the next meeting.

**7. Next Meeting**

The next meeting was agreed for the 17<sup>th</sup> of January 2019

**8. AOB**

EK and PB to prepare the Agreed Report to issue to the Board for approval and once approved by all, circulated.