

## Minutes Board of Management Meeting: 2020- August

Date: Wednesday 26th August 2020 at 19.00 - Zoom

### Notes:

**Billy, Fiona, Derek, Louise, Suzi, Ciara, Conn**

### Apologies Emer

1a. Apologies

1b. Minutes from last meeting to be confirmed

2. Covid Planning Update

- Minor works Grant - Short 5500 as we did not get the full amount due to projected numbers. The additional funds will follow later in term. None of the funds are being spent on Putland. Keep these funds for Ravenswell and development of the facilities there.
- Language School 432 hours applied for to cover movement between buildings- this was granted. Martina Hanlon Lead Worker Representative and Lorraine Kenny Covid Aide.
- One year group out one day per week due to the lack of space in the building and Covid guidelines. Training happening this week for Teachers and Students on Teams. Parents have been understanding of the plan.

3. Plan for first ½ Term – SLT meeting today – 6 week trial and error, managing movement/learning and transition

4. Ravenswell - Update – Staffroom not appropriate – Rooms bigger as most are at least 50m2

- Discussion re prefab maybe exemption from planning this was clarified that it is not possible due to planning rules.
- Staffroom size and COVID there is an issue.
- Discussion re HomeEc room instead of science – Info sent to department on changes needed.

5. SEN Provision and ASD class – SEN 128 hours plus 1.5 for special class plus 9 SNA

- Application in process for second special class- gone in additional 1.5 teachers and 2 more SNAs – Do trustees need to be informed? – Billy will check.
- School has huge needs 47% of students with needs. 1 in 7 students with AS diagnosis.

Should the Board take this up with the NCSE? More resources should we investigate DEIS status?

60 students transition year – LCA and traditional – take max of 48 in traditional to cap numbers.

## 6. Staffing

- Two AP1 will be advertised tomorrow. 2 weeks to apply.
- Margret Lennon as independent interviewer with Billy and Derek
- 24.43 allocation – 1<sup>st</sup> years in tomorrow allocation will increase to 27.43
- SEN hours will be back to 128 hours
- .08 extra guidance
- Covid adjustment of .5 extra teachers
- New Staff Laurence, Josna, Jodie, Niamh, Rosie, Darren.
- Anna G has handed her notice in. Advert for Spanish teacher.
- Advert in for English – to cover Kate

## 7. Finance Report - Covid Grants

- Finance subcommittee meeting dates to be planned
- Louise: Depreciation, Lisa worried – must go to accountant.
- Surplus because of short end of year, Transition money. Write to ET re budget changes because of Covid and non-move to Ravenswell,
- Lisa should be recognised for her excellent work on budget. Derek to send Lisa a note
- €56719 Covid grants but based on this year's numbers so we should receive more funding
- Technology purchased for overflow of students.

## 8. Admissions Policy 2022-23 – Admissions policy sent back as not ET template not JMB.

- Meeting happened – ET must sign off on the admissions policy – Billy to email to the Board
- Transfer students – Health and Safety for school community names as a factor in the policy.

## 9. Child Protection and Safeguarding Statement – Names changed for DLP Billy and DDLP Fiona, Aisling – back up on wall.

## 10. Confirm Actions & Agreed Report of this meeting.

Staff Nominee and one other for the board to be finalised

COVID plan – signed off by board

11. Confirm dates for next meeting

**Next Meeting:** 21<sup>st</sup> October 2020