

## Board of Management Minutes Midleton Educate Together National School

Venue	Midleton Educate Together National School Staffroom		
Date of Meeting	March 5 <sup>th</sup> 2020, June 22 <sup>nd</sup> 2020, 5 <sup>th</sup> of August, September 14 <sup>th</sup> 2020		
Minutes taken by	Principal		
Apologies	-		
Absence	-		
Present (initials)	NW, RM, SG, RaM, CN, DO'L, KB		
Time Meeting Opened	7.30pm	Closed	10.10pm

ISSUE:	DECISION/ACTION:	Owner:	TOPIC PRIVATE OR PUBLIC	Status:
Mins	Mins from previous meetings March 5 <sup>th</sup> , June 22 <sup>nd</sup> and August 5 <sup>th</sup> were discussed.	NW	Public	Open
BOM Vacancies and NEW BOM	One community representative vacancy still to be filled. This was discussed as options.	NW	Public	Ongoing
Chairpersons' Address	Thank you to the reopening team. The school is as prepared as possible. Thank you.	NW	Public	Open
Out of hours Yard usage	The schools' grounds were used out of hours/during lockdown. Gardai have been involved on many occasions. There is little that can be done except for additional signage. RM to organise this.	RM	Public	Open
Enrolment Policy / Admissions Act	Patron have ratified a Policy that will be used officially from the 1 <sup>st</sup> of October 2020.	RM / BOM	Public	Ongoing
Staff Wedding	Congratulations to AH on her recent wedding	BOM	Public	Open
ET AGM 2020	BOM are submitting 3 motions to the AGM *No motions were discussed at the AGM due to Covid19. ET to communicate when this may take place.	BOM	Public	Open
Staff Wellbeing	RM indicated the importance of Staff Wellbeing in trying to re-open with restrictions. KB indicated she was part of the Kitchen committee and looking at options to help staff during the day and would also consider options to help staff.	RM KB NW	Public	Open
% for art Scheme	Sculpture Installed. Artists back on the 18 <sup>th</sup> of September to finish an item or two. A thank you letter to be sent to Mark and Maree.	RM	Public	Open
Book Rental Scheme	A good success. Need Parental involvement in a new committee. A few staff have also volunteered.	RM	Public	Open
Appointments	3 LMT Vacancies to be advertised. Hoping to fill AP2 x3 before Halloween Mid-term.	RM / BOM	Public	Ongoing
Doors near hall	This is now part of suggestion to complete based on an Allianz Risk Assessment document. RM is in communication with the DES in relation to these doors. They have suggested BOM pay, however the purpose of the doors and alarm panel in the original design does not function as same.	RM	Public	Ongoing.
Allianz Health	Recommendations given to the BOM. One by one	RM /	Public	Ongoing.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

and Safety	these suggestions to be worked upon. The doors near the hall is the only outstanding item.	BOM		
Mobility Plan	RM has submitted an updated Mobility Plan to Senior County Engineer. No response yet.	RM	Public	Ongoing
SNA Review	RM informed the BOM of the 30 <sup>th</sup> of September review and the challenges schools are facing	RM	Public	Open
Language Curriculum training	One half day closure to take place this academic year.	RM	Public	Ongoing
Rights Respecting Schools	School working with Unicef on a pilot initiative, we are going to start this again, was interrupted by Covid19 closure.	RM	Public	Ongoing.
E-Payments system	This system has helped the school collection of finances.	RMot	Public	Ongoing
Critical Incident Policy	RM and AM (DP) attended a NEPS seminar on the Critical Incident Policy. We are close to having the necessary policy and procedures in place but need to review this and work on further preparation. Nearly completed.	RM / NW	Public	Ongoing
School Vision	Leadership and Management team have been working on a foundation for a revised school vision that matches the current site and school's character.	RM	Public	Ongoing
Covid19 Reopening of schools	RM thanked a number of staff members, LS, EQ, AM, JL, KMcC, LD, MA, Staff, BOM and Parents for supporting such a successful re-opening. The procedures are still being tweaked. It is an ever evolving country scenario.	RM / NW	Public	Ongoing
SEN Allocation Model	Progress is being made. Positive conversations have taken place and continue to be reviewed. No written policy is in place at present. SET Policy is needed and hope to be complete by the end of September. This is circulated at September 2020 Meeting for ratification.	RM	Public	Ongoing
Yard Supervision	Yard committee have worked hard and current supervision is working. Staff have set high standards but need to ensure consistency. Covid19 implications have had an impact on supervision and space.	RM	Public	Ongoing
PA Events		BOM / SG / CN	Public	Ongoing
Next Meetings				

Signed: \_\_\_\_\_ Date: \_\_\_\_\_