

 north bay	North Bay ETNS Greendale Avenue, Kilbarrack, Dublin 5.		Agreed Report
Date of Meeting	October 6th 2014		
Purpose of Meeting	Ordinary meeting of the Board of Management		
Planned Opening Time	20.00	Planned Closure	22.30
Calendar of 14-15 meetings	October 6th: Ordinary meeting November 24th: Ordinary meeting January 26th: Ordinary meeting March 9th: Ordinary meeting April 27 th : Ordinary meeting May 25th: Ordinary meeting June/July: TBD based on recruitment		

Welcome	Apologies-
Time	Agenda item
5 mins	Minutes of the last meeting and matters arising
5 mins	Correspondence <ul style="list-style-type: none"> ▪ Our enrolment policy contains a section on deferral of offered places 'based on age or special needs'. This means that children may be 'young' but still entitled to attend school. This usually means June/July/August births. ▪ Sally explained the DES rule in circular 11/01 – a child should not be six and a half leaving Senior Infants. ▪ The BOM also re-affirmed the interpretation of age in the deferral section as meaning that the child is 'young' despite being chronologically of an age to start school.
10 mins	Principal's Report: Decisions/Clarifications <ul style="list-style-type: none"> ▪ Website: the website was discussed. It was agreed that we should update the material on the website. The committees will be asked to update their content. ▪ Learn Together plan- BOM ratified this curriculum plan. ▪ Policy for After School Activities (PTA) - ratified.
15 mins	Treasurer's Report: <ul style="list-style-type: none"> ▪ The current financial status was discussed ▪ IT hardware replacement: The Board approved an initial €3000 budget for IT equipment to cover current priorities. This will include replacement of the two stolen laptops. The treasurer will look at the overall school budget and see if a further amount can be spent later in the year. ▪ Replacement of other stolen items: Sally will check if replacement receipts are available in order to make the claim. ▪ 13/14 accounts/12/13 accounts to be circulated to the Board by S. ▪ Easy payments - Move towards electronic payments –discussion-no decision was taken. ▪ Transfer of Patron funds from Fundraised funds and voluntary contributions: The Patron reported that the accounts are being restructured and that papers have to be filed in the Company's Registration Office, re changes in directorship, by the school accountant before it can happen. Under the protocol the voluntary contributions

	<p>were to go into a separate account called the Agency account. A joint meeting is to be held soon.</p> <ul style="list-style-type: none"> ▪ Events Health and Safety Protocol to be followed up on by the Patron. ▪ Floors: The cleaning company indicated that the cleaning of the floors in the summer had been quoted for one coat of polish only. It needs to be re-done, the floors need to be stripped back completely and re-polished. Sally will look for quotes. 5K has been quoted by one cleaning company who did them originally. We will return to this after the finances have been looked at in November.
20 mins	<p>Health & Safety and site maintenance</p> <ul style="list-style-type: none"> ▪ Health and Safety audit-to do ▪ Safety Statement is completed. ▪ Risk Assessment Templates – Safety officer will talk to the staff safety rep. ▪ Staff talk-Fire extinguisher and Fire Marshall training needed-an updated cost is required. The chairperson and the Safety officer will review needs. Fire safety and Fire Marshall training two hours each. ▪ Energia Flourescent tubes replacement – not approved ▪ Upgrading done over summer-Siobhan has emailed this, to be included in the minutes.
2 mins	Child Protection Reports –none
2 mins	Bullying reports-none
5 mins	Patron’s report- none-BOM reports to other committees-agreed report only
5 mins	<p>PTA report: Ashling</p> <p>Book clubs are to come under the After Schools policy. Co-ordinators will request use of a room from the office.</p>
0 mins	Legal Issues- None
5 mins	<p>AOB</p> <p>An Extensive Emergencies works application needs is under consideration. Windows and floors need to be replaced. Health and Safety regarding fire exits doors and floors/windows are also under discussion.</p>