

**The meeting of the Board of Management of Good Counsel College took place in the Conference Room on Monday April 16<sup>th</sup> 2018.**



005/2018 Apologies Mr Pat Wickham & Ms Catherine Doyle

006/2018 The meeting started with a prayer.

007/2018 Minutes and Matters Arising.

December 18<sup>th</sup> 2017 Proposed: Sheila McAuliffe

Seconded: Billy McGrath

February 2<sup>nd</sup> 2018 Proposed: Sheila McAuliffe

Seconded: Carmel Cleere

February 19<sup>th</sup> 2018 Proposed: Brian O'Brien

Seconded: Sheila McAuliffe

008/2018 Correspondence

1. Conflict of Interest Policy from the AST.
2. Letters of appointment were received by the Board members.
3. Unpaid Parental Leave approved for [REDACTED].
4. Personal leave applications approved for teachers.
5. Application to Ostia for [REDACTED] from his parents [REDACTED] is not successful on the following grounds:
  - a. There is no availability in the ASD unit as the available place has been offered to and accepted by the parents of incoming first year for September 2018.
  - b. The application is later than January 1<sup>st</sup> in the current year which in our admissions policy is treated as follows - Applications received after January 1<sup>st</sup> in a particular school year will not be accepted for that school year. (Pg 9)
6. Application for [REDACTED] from his parents [REDACTED] is not successful on the following grounds:
  - a. The application is later than January 1<sup>st</sup> in the current year which in our admissions policy is treated as follows - Applications received after January 1<sup>st</sup> in a particular school year will not be accepted for that school year. (Pg 9)

7. We have been invited to participate in the NCCA review of Senior Cycle.
8. Revenue will visit on May 11<sup>th</sup> to carry out a risk assessment relating to the operation of employer regulations. Advice being sought from Aspel & Co regarding this.

#### 009/2018 Health and Safety

1. Child Protection Oversight Report presented to the Board. One referral to TUSLA in respect of a pupil in the school not related to any member of school personnel.
2. Discussion relating to consent and Cyber Safety ensued. Investigate opportunities for the Parents Council and school to organise support in this area.
3. The Board considered and ratified the Child Safeguarding Statement and Risk Assessment.

#### 010/2018 Discipline Issues

- 4 \* 1 day suspensions – Discipline Committee stage of COB.
- 3 \* 1 day suspensions – Mitching
- 2 \* 3 day suspensions – Deputy Principal stage of COB.
- 1 \* 5 day suspensions – Principal stage of COB.

#### 011/2018 Substitution/Part-time teachers

- Those teachers engaged in substitution were identified to the Board.
- A number of teachers are on reduced hour contracts and they are being offered substitution and part time hours as recommended by DES and JMB.

#### 012/2018 Finance Sub Committee Report

1. Dining Room Sub-committee of Pat Wickham, Marie Lindell, Carmel Cleere and Sheila McAuliffe to meet within 10 days.
2. Income & Expenditure from Leisure Club, Dining Room, and Junior & Senior Shop was outlined.
3. Bank Balances outlined.

#### 013/2018 Current Issues

1. Teacher Allocations.  
Vacancies and the process of appointments for 2018/19 was outlined to the Board.

2. Critical Incident Management Plan  
The Board considered and ratified the Critical Incident Management Plan.
3. School Tours & Extracurricular Activities Policy  
The Board considered and ratified the School Tours & Extracurricular Activities Policy.
4. Supervision Policy  
The Board considered and ratified the Supervision Policy.
5. Digital Strategy Recommendations.
  - a. Mr Barry Quigley presented the report from the Committee to the Board.
  - b. The Board sanctioned phase 1 of the proposed strategy i.e the development of the school network including associated ground works.
  - c. Appropriate tendering processes should be engaged in.
  - d. Committee members and staff are thanked for their work in this area.
6. Review of POR
  - a. The principal presented a summary of Circular 003/2018 to the Board.
  - b. The Board considered the POR Discussion Document and report from the Review Committee.
  - c. The Board, based on the report from the Review Committee, determined the leadership and management needs of the college.
  - d. Committee members and staff are thanked for their work in this area.

014/2018 AOB

1. Student Council  
An invite is to be extended to meet with the Student Council at the next full Board meeting.
2. Dates of next meetings:
  - a. April 25<sup>th</sup> at 7pm to consider leadership and management roles and the duties attached.
  - b. May 8<sup>th</sup> Full Board Meeting.
3. Selection Committees  
The Board agreed that the secretary could begin investigating potential nominees to the Board for post of responsibility selection committees. Any potential available committee

members' names will be brought to the meeting of May 8<sup>th</sup> in order that the board can appoint a selection committee.

Proposed: \_\_\_\_\_ Seconded: \_\_\_\_\_

Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_