

Board of Management of Gorey Educate Together NS, 9th December 2015: report to families and staff

Attendees: Karen Loughran (Chairperson,) Raymond Swan (Secretary,) Louise Redmond, Allen Holman, Sarah Anderson, Olive Doherty

Apologies: -

1. Minutes from October and November meetings adopted, (October: Allen Holman and Louise Redmond. November: Sarah Anderson and Louise Redmond)

Reports to families and staff were agreed. Board Secretary to post on school website and Board mailbox.

2. **Treasurer's Report** (Presented by Secretary.) *Reconciled 30th November 2015*

Current account:	€
School books account:	€
Savings account:	€
Credit Card:	(€)

Accounts 2014-2015: final draft is expected soon.

Payroll software: new package to be in place for January 2016.

3. **Board of Management 2015-2019**

Appointment Letters from the Patron were distributed to Chairperson (Karen Loughran) and Patron Nominee (Sarah Anderson.)

'Declaration of Acceptance of Membership of the School Board of Management' was signed by all in attendance.

Copies of the updated Governance Manual were distributed to all those in attendance.

Copies of patron's Training Schedule for Boards of Management were distributed to all those in attendance.

Agreement was reached regarding the appointment of two Community Nominees: Chairperson to approach Angie Dooley and Colin Webb.

4. **Policy Development**

The Board updated the school's Attendance Strategy as follows:

'Recording and Reporting of Attendance and Non-Attendance' – reference to the *Aladdin Schools* online software service is now included in the policy.

Text messages to parents/guardians of children with high levels of non-attendance: text message would now include the actual number of days missed, rather than "more than 20 days."

'After submitting the NEWB returns, if there is a concern about a child's serious non-attendance or if the child has missed 25+ days, the Deputy Principal will inform the local Educational Welfare Officer.' Board agreed to delete "or if a child has missed 25+ days." (Board agreed that Deputy Principal should seek the advice of the EWO at that stage.)

5. **PTA Link**

No PTA Committee currently in place.

Board to further discuss efforts to facilitate a restart of the Committee.

Principal to include general mention of the above in a school newsletter, (flagging with parents the opportunity to become involved in the new Committee.)

Date of Next Board Meeting: Wednesday 20th January, 8pm at the school.