

Kildare & Wicklow Education and Training Board

BOARD OF MANAGEMENT
COLÁISTE CHILL MHANTÁIN, WICKLOW
5TH DECEMBER 2013

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Present: Mr. Sam Conway Chairperson, Mr. Declan Marnane, Ms. Maria Goff, Mr. Michael Lawlor, Mr. Patrick Byrne, Ms. Ann Naughton, Ms. Susan Hill, Mr Bosco Guinan, Mr Patrick Maher, Ms Louise Sexton.

Apologies: None

In attendance: Mr Pdraig Donoghue, Secretary.
Mr Damon McCaul, Note taker.

Circulation List: Ms Patricia O'Brien, ESO KWETB

Minutes:

1. Chairperson's Welcome

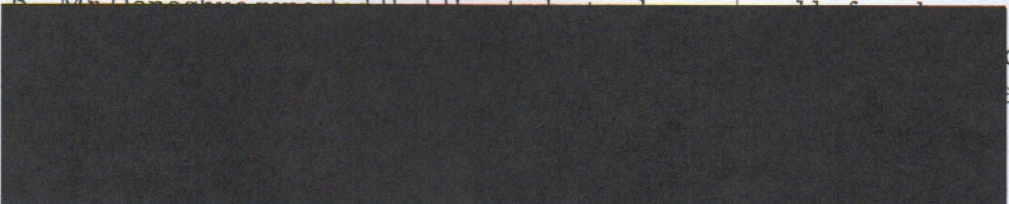
Mr Sam Conway welcomed all members to the meeting and thanked them for their attendance. Mr Conway read a statement detailing the role of the members in their capacity as board members of Coláiste Chill Mhantáin.

2. Minutes

- a. Minutes of 24/10/13 Proposed: Ms Susan Hill, Seconded: Ms Maria Goff
- b. Minutes of 21/11/13 Proposed: Mr Declan Marnane, Seconded: Mr Bosco Guinan.

3. Matters Arising:

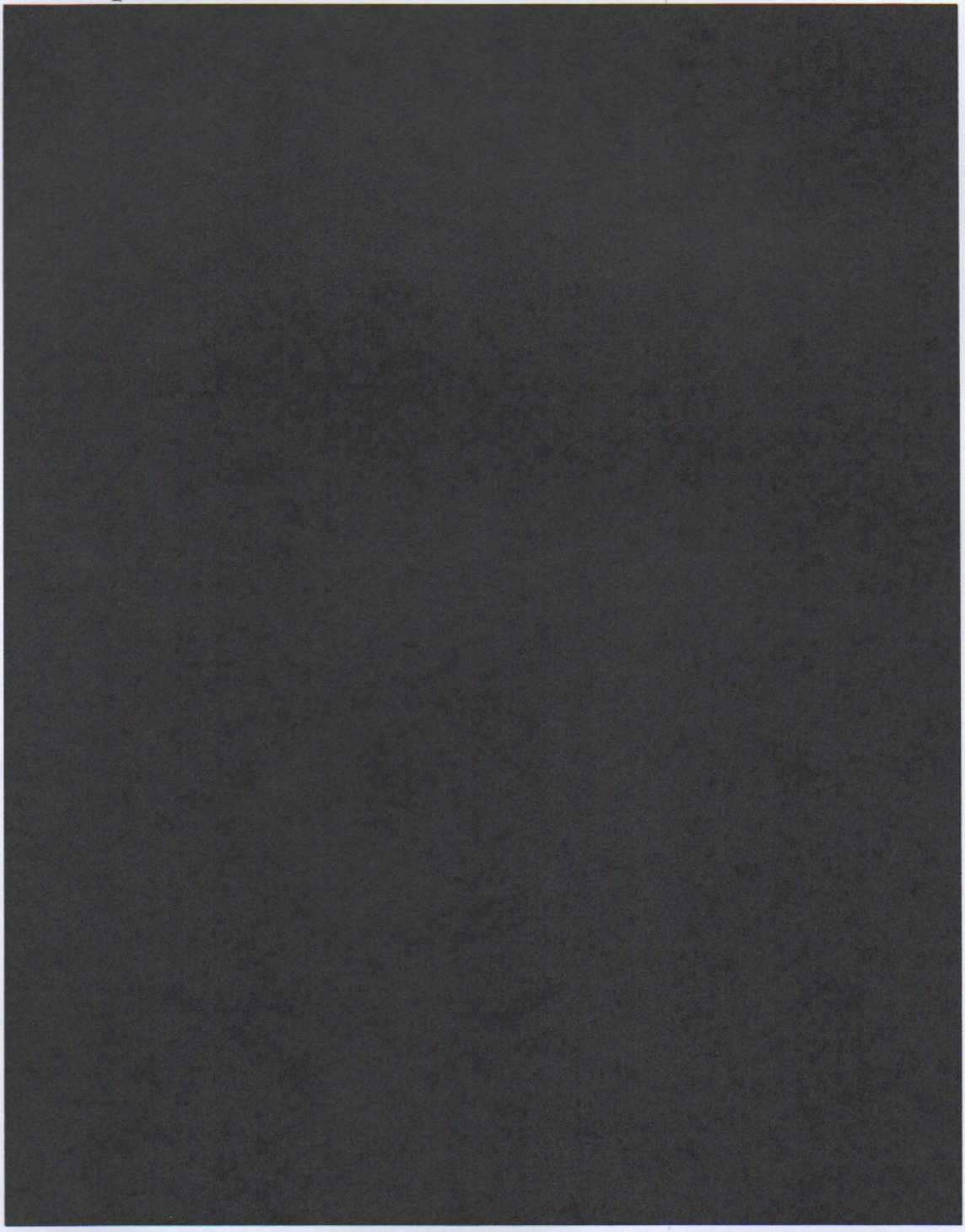
- a. Mr Sam Conway reported that he has approached the Archdiocese regarding a stained glass window and none is available however it was suggested that a letter be sent from the board requesting a donation in relation to this project. Both Mr Conway and the secretary will work on this draft letter and forward to the Archdiocese.
- b. Mr Donoghue reported that the stained glass window is available and will be installed in the near future.



c.



4. Correspondence:

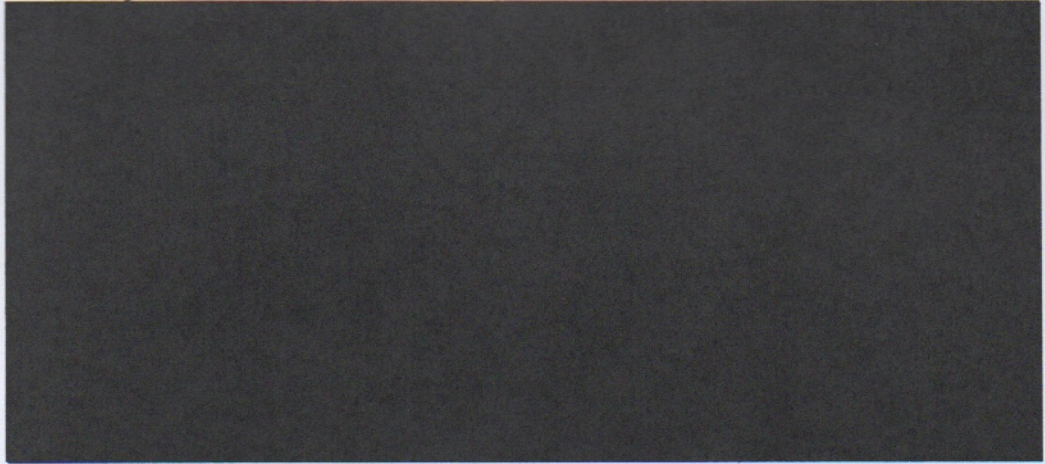


5. The Model Agreement

The Model Agreement concerning the management of the school was constructed in 1981 and members were informed that a new version is being

composed but not yet completed. It was agreed that the ETB members would alert the ETB to the urgency around the completion of this document. The Archdiocese representatives had already on at least four occasions (the last time as recently as November) contacted the Archdiocese requesting that the new version be completed. Mr Donoghue acknowledged and affirmed the validity of the current document in regard to the management of Coláiste Chill Mhantáin.

6. Section 29 Procedures

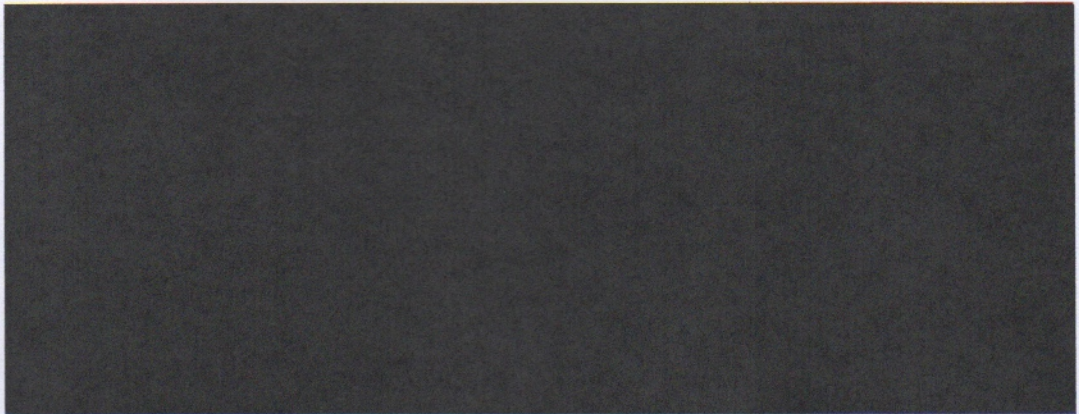


7. Admissions 2014-2015

a.



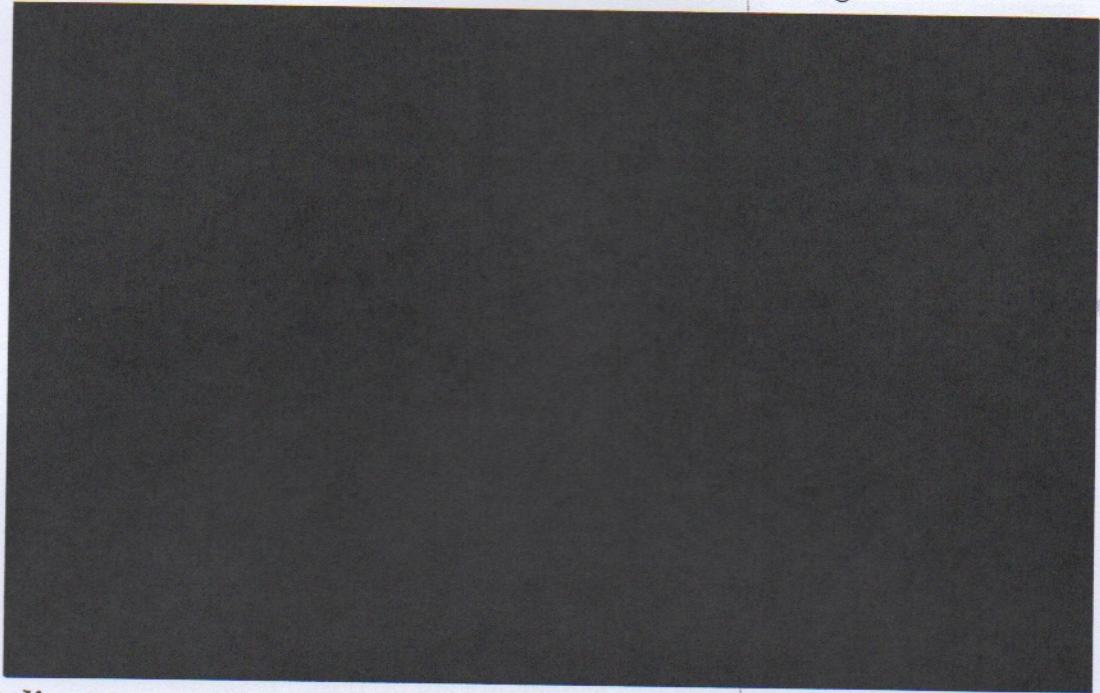
8. Finance



9. Principal's Report



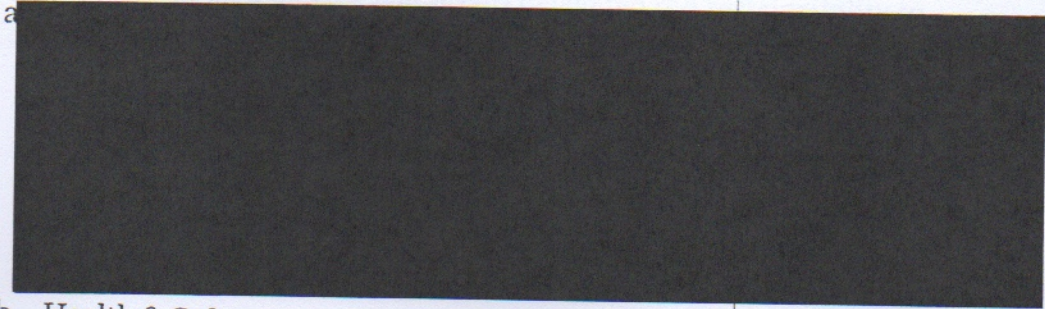
- ‡ Curricular issues.
- ‡ Examinations & assessment.
- ‡ Positive Achievement.
- ‡ Discipline.
- ‡ Continuous professional development.
- ‡ Student Issues.
- ‡ Attendance at parent/teacher meetings.



10. Policy Matters



11. School Matters



b. Health & Safety



12. Student Related Issues

a. Child Protection

b.



13. AOB

a.



b. Model Agreement

Mr Donoghue requested that the members focus their attention on some of the procedures detailed in the Model Agreement which require agreement in terms of the management of the school.

- i. Meeting notification. It was agreed that notification of the meeting is to include the Agenda and members will have seven days' notice.
- ii. Finance. It was agreed that the current system of operating the petty cash system of the school was to continue.
- iii. Use of premises. It was agreed that the Principal will make this decision based on his knowledge and experience of dealing with PPP Co and indeed the community.
- iv. Staff Council. It was agreed that the current system that is in place by the Principal was to remain and that it serves the function of the Staff Council.
- v. Suspensions – The Board delegated the responsibility to suspend to the Principal and those who the Principal delegates the responsibility to. Mr Donoghue explained that the Deputy Principal is the only other person who exercises this sanction.
- vi. Chaplain – Mr Donoghue acknowledged the appointment of the Chaplain to the school through the Model Agreement and indicated that this was a key role in the Pastoral care system of the school.

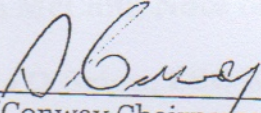
c. Mr Sam Conway, Chairperson wished a Happy Christmas and New Year to all members.

14. Date of next meeting

- **Thursday 13th February 7pm**
Meeting concluded at 21:15

The minutes were approved by the Board of Management of Coláiste Chill Mhantáin on:

Signed:



Mr Sam Conway Chairperson,
Board of Management
Coláiste Chill Mhantáin

Date:

27-3-2014.

Kildare & Wicklow ETB approved the above minutes on: