

Belfast Education and Library Board

Board Meeting

Minutes of a Meeting of the Belfast Education and Library Board held on Wednesday 31 August 2011 at 11.00 am in the Boardroom, 40 Academy Street, Belfast

Members Present Miss Rosemary Rainey (Chairperson),
Mrs Dinah MacManus, Ms Mairéad McCafferty,
Miss Carmel McKinney, Mr Gerry McMahan

Apology Rev Dr Norman Hamilton

In Attendance	Mr David Cargo	Chief Executive
	Mr Gerry McGuinness	Senior Education Officer
	Mrs Patricia Mellon	Chief Administrative Officer
	Mr John Martin	Information Officer

Welcome

The chairperson welcomed everyone to the meeting and to the start of the new academic year.

7727 Declaration of Interests by Members

Carmel McKinney declared an interest in:

Item 6.1 Curriculum Advice and Support Service - Update.

7728 Board Meeting

It was proposed by Carmel McKinney, seconded by Mairéad McCafferty and agreed, that the minutes of the meeting of 29 June 2011, copies of which had been circulated, be received and adopted including any recommendations contained therein.

7729 Matters Arising from the Board Minutes of 29 June 2011

.1 Review of Board Governance Structures (minute 7718.1 refers)

The chief executive updated members regarding the Department of Education's progress in filling the present board membership vacancies for both council and teacher representatives.

would be completed and a meeting of the remuneration committee would be called.

The chief executive updated members with regard to the 2009 and 2010 appraisal processes as well as target setting for the senior management team for 2011/12.

On the proposal of Gerry McMahon, seconded by Carmel McKinney, it was agreed that the chief executive would raise this matter formally with the permanent secretary.

.4 Invitation to the Minister

The chief executive informed the meeting that the Minister had been invited to attend today's board meeting but that this had not been possible because of his other engagements. It is hoped that the Minister will meet with board members in the near future, possibly after he makes his statement to the Executive on 22 September 2011.

.5 Dissemination of Good Practice

The chief executive reported that a Dissemination of Good Practice Day was being planned for Wednesday 5 October. Final details were being agreed between the Department and the senior education officer.

.6 December Board Meeting

It was agreed that board members would be contacted regarding their availability during the week beginning 12 December 2011 so that a date could be set for the December board meeting (and the chairperson's Christmas lunch).

7731 Education and Youth

Carmel McKinney left the meeting.

.1 Curriculum Advice and Support Service (CASS) Update

The senior education officer spoke to a circulated paper which provided members with information regarding the curriculum advice and support service and on recent inspection reports which included:

- Belmont Primary School - Report of an Inspection June 2011;
- St Joseph's Primary School - Report of an Inspection May 2011;

- Vere Foster Primary School - Report of Follow-up Inspection June 2011;
- Taughmonagh Primary School Nursery Unit - Report of an Interim Follow-up Visit June 2011.

The meeting noted the contents of the inspection reports and the school support that was being provided by CASS and agreed that a letter should be sent to the principal and staff of Belmont Primary School congratulating them on the school's outstanding inspection report.

Members discussed the outcomes of some inspection reports against known school performance and asked the chief executive to raise this matter with the new chief inspector.

Carmel McKinney rejoined the meeting.

7732 Technical and Services

.1 Teaching Staff Granted Premature Retirement/Redundancy

The chief administrative officer spoke to a tabled paper which gave details of teaching staff who had applied for premature retirement.

On the proposal of Gerry McMahon, seconded by Dinah MacManus, the meeting agreed to grant premature retirement coupled with redundancy to the teachers detailed in the paper.

.2 Non-Teaching School Staff Redundancies

The chief administrative officer spoke to a tabled paper which gave details of non-teaching school staff redundancies which had been approved by the chief executive during his summer authority.

On the proposal of Gerry McMahon, seconded by Dinah MacManus, the meeting agreed to note the contents of the paper.

.3 McArthur Nursery School - Grant of Lease to East Belfast SureStart

The chief administrative officer spoke to a circulated paper which gave details of a request from East Belfast SureStart to lease a vacant portion on the first floor of the McArthur Nursery School building.

On the proposal of Dinah MacManus, seconded by Gerry McMahon, the meeting agreed in principle to accede to this request from East

Belfast SureStart subject to Department of Education approval and on terms to be agreed with the District Valuer.

.4 Revised Equality Scheme

The chief administrative officer spoke to a circulated paper and briefed members on the Revised Equality Scheme which was prepared by the 5 education and library boards for submission to the Equality Commission.

On the proposal of Carmel McKinney, seconded by Dinah MacManus, the meeting approved the Revised Equality Scheme which was duly signed by the chairperson and chief executive.

.5 Defense Personal Injury Solicitors' Panel for 5 Education and Library Boards for Period 2011/14

The chief administrative officer spoke to a circulated paper which provided members with information regarding which legal firms have been appointed to serve on this panel for the period 2011/14.

Members noted the procurement process was led by NEELB on behalf of all 5 boards.

The meeting agreed to note the contents of the paper.

7733 Non-Teaching Appointments

It was proposed by Carmel McKinney, seconded by Gerry McMahon and agreed, that the chairperson sign the schedule.

The chairperson thanked everyone for their attendance at the board meeting.

The chairperson paid tribute to Carmel McKinney who was retiring today and who was attending her last board meeting as a board member and vice-chairperson of the board.

The chairperson thanked her for her commitment to education in Belfast and for her contribution to the board as teacher, principal, board member, vice-chairperson and chairperson of the board of which she has been a member over the past 14 years.

On behalf of the board, the chairperson extended her best wishes to Carmel McKinney for a long, happy, healthy and rewarding retirement.

Other board members expressed their appreciation and thanks to Carmel and paid tribute to her work for the board and the support that she gave to them personally over many years.

Carmel McKinney responded and thanked everyone for their good wishes. She also paid tribute to the chairperson, board members, chief executive and board officers, past and present, with whom she had worked over the years.

There being no further business the meeting ended at 11.51 am.

Signed _____

Dated _____