

**MINUTES OF PROCEEDINGS OF A BOARD MEETING HELD ON THURSDAY,
19 JUNE 2003 AT 2.30 PM IN THE BOARD ROOM**

1. PRESENT Mrs M Alexander (Chairman)

Mr P H Aiken	Councillor W J Martin
Councillor P Brannigan	Mr P C McAleavey
Mr M P Campbell	Councillor P P McAleer
Alderman F E Crowe	Mrs D A McBride
Dr P Cunningham	Mrs C M McCaul
Mrs M E Donnell	Rev C D McClure
Mrs S M B Fitzpatrick	Councillor S McRoberts
Mrs E Gill	Very Rev S Rice
Alderman G A Hatch	Mr J W Saunders
Mr C Mackin	Mr A G Sleator

2. IN ATTENDANCE

Mrs H M McClenaghan, Mrs K C Ryan, Messrs W Burke, J F Curran, T M Heron, P J A McGee, W B Weir and Mrs C Lavery.

3. APOLOGIES

Apologies were received from Mrs S R Brownlee, Rev J Byrne, Councillor J Feehan, Councillor I E B Hanna, Councillor J Hanna, Mr W Mayne, Councillor B Monteith, Rev Canon F D Swann and Rev Canon W R Twaddell.

4. APPOINTMENT OF OFFICERS

The report** (B/6/03/2) prepared by the Human Resources Officer was adopted.

5. MINUTES

Mrs Fitzpatrick and Mrs Donnell said that they had submitted apologies which had not been recorded. The minutes* (B/5/03/3) of the meeting held on 15 May were approved as an accurate record and were signed by the Chairman.

6. MATTERS ARISING FROM THE MINUTES

6.1 UTV SCHOOL CHOIR OF THE YEAR (6.1)

The Chairman commended the singing of Dromore Central Primary School Choir before the meeting.

6.2 SCHOOL SPENDING PLANS : APPROVAL (8)

Mrs McClenaghan said that this review would take place in September 2003.

6.3 NORTH OF ENGLAND EDUCATION CONFERENCE (17)

Mrs McClenaghan said that 17 members had replied to date and that the budget could cover a greater number. She encouraged other members to put their names forward if they wished and said that her office would make all the bookings. Alder man Hatch said that Craigavon Borough Council had agreed to pay for its three representatives to attend.

7. CHAIRMAN'S BUSINESS

7.1 BEST KEPT SCHOOLS AWARD

The Chairman reported that St Patrick's High School Keady, Cloghogue Primary School and Killylea Primary School had won awards in this competition for the best kept large, medium and small schools.

7.2 SCHOOL VISITS

The Chairman said that the Chief Executive and she had attended the opening of a new Staff Room, Principal's and Secretary's offices and entrance hall at Derryhale Primary School where the availability of enhanced facilities had made a significant difference to the comfort of adults and children. They had also visited Craigavon Senior High School, Carrick Primary School, where a Library had been opened, and Maralin Village Primary School.

7.3 NORTHERN IRELAND TEACHING AWARDS 2003

Mrs McClenaghan reported that she had attended the ceremony, that Mrs M Martin (St Catherine's College) had been highly commended for school leadership and that Mrs A Cullen (Brownlow College) and Mrs R Glackin (Dungannon Primary School) had won awards as Teaching Assistants of the Year in secondary and primary schools respectively.

7.4 MUSIC SERVICE : CONCERT TOUR TO GEORGIA, USA

Mrs McClenaghan said that the South Ulster Youth Orchestra and the South Ulster Youth Band had raised £120,000 to pay for their tour. Due to changes in the exchange rate there was now a shortfall of £10,000. She asked the Board if it was willing to contribute £5,000 and lend a further £5,000. Mrs McCaul said that the Board should pay the full £10,000. The Board agreed to do so.

7.5 MEMBERS' ATTENDANCE

Mrs McClenaghan said that the July Board agenda would contain an item about membership of Committees. A letter would be sent to all members indicating their attendance over the past two years. She asked members to check the figures and also indicate any Committees on which they no longer wished to serve or to which they would like to be appointed.

7.6 CONCESSIONARY TRANSPORT

The Chairman reminded members that their comments on this important issue were due on 7 July and urged them to return their forms. In reply to a question from Mr Aiken, Mr Heron said that the information sessions had been well attended only in Cookstown and Dungannon.

8. PROPOSAL AS TO PRIMARY (INCLUDING NURSERY) AND SECONDARY EDUCATION NO 180 (THE DRELINCOURT PRIMARY SCHOOL) : APPROVAL

Mrs McClenaghan reported that the Department of Education had decided not to approve the Proposal that this school, which catered for pupils in P1 to P3, should also provide for P4 pupils. Some letters from parents had questioned the authority of the Board to comment on the Proposal while others had asked the Board to review what the parents believed was a Board decision.

She described how, in an effort to ensure clarity and transparency, she had contacted the Board of Governors when she had received in December 2002 a minute of a meeting of the Board of Governors referring to a wish expressed at a Governors' meeting some months earlier that the school should become a full Key Stage 1 school. She had explained the process, had ensured that consultation had taken place in time to bring a Proposal to the January meeting of the Board and had held a meeting with representatives of the trustees before the Board meeting to share with them the advice she proposed to offer the Board.

Subsequent to the publication of the Proposal Rev Canon Swann and she had met the trustees at their request and she had used the figures she had been given at that time to update the financial information.

She reminded the Board that its functions were limited to preparing the Proposal, publishing it and deciding what comment, if any, it wished to make to the Department of Education. After that it had no further part in the matter.

Councillor McRoberts thanked Mrs McClenaghan for her full explanation of the process. She believed however that The Drelincourt had a long history and a special place in the history of Armagh and asked if the Board could take any steps to protect it such as asking the Minister what factors she had taken into consideration when making her decision. Mrs McClenaghan said that she would strongly recommend the Board not to pursue this line. It had no standing in the matter and should leave any action to those who did. She was aware that the Board of Governors had already written to the Department.

Mrs McClenaghan drew members' attention to the content of the Proposal which was not about the continued existence of the school but about a change in its educational provision. She confirmed that the letter sent to the Department after the Board had published the Proposal, which recorded the discussion at the Board meeting, had been circulated to the trustees.

9. EDUCATION COMMITTEE : MINUTES

9.1 CHAIRMAN'S BUSINESS : MOUNTAIN LEADERSHIP (6)

The Chairman drew attention to the significant achievement recorded in this minute. It was agreed that Mrs McClenaghan should send a letter of congratulations in the name of the Board to Mr T Bannon.

9.2 OFFICE STAFFING (7)

Mrs McClenaghan explained that it was the normal practice for officers to keep in contact with absent colleagues and asked if members were happy with this practice. The Board agreed that it was so satisfied.

9.3 PRE-SCHOOL EDUCATION ADVISORY SUB-COMMITTEE (5.1)

Mrs McBride drew attention to the first bullet point on the second page of this minute, namely the need to have timely consultation with relevant parties before reaching decisions.

9.4 RECEPTION PROVISION : PROPOSAL TO ZERO RATE FOR FUNDING PURPOSES (10)

It was noted that the matter would be discussed by the Education Committee at its September meeting. Mrs McClenaghan said that a letter would be sent to the Department of Education after the present meeting.

9.3 PRE-SCHOOL EDUCATION ADVISORY SUB-COMMITTEE (5.1) (CONTINUED)

Alderman Hatch referred to the membership of the Sub-Committee and said while he was not asking that the minute should not be adopted he wished to state his perception that he had suffered from the bias shown by some members in that he had not been recommended to the Board for appointment.

Mrs Fitzpatrick said that she regretted his perception which she believed was without foundation.

Mrs McClenaghan paid tribute to the history of integrity and fair-mindedness of Board members.

(Mrs S M B Fitzpatrick, Mr P C McAleavey and Councillor P P McAleer left the meeting at 3.49 pm).

The minutes (E/6/03/7) of the meeting held on 3 June were adopted.

10. TEACHING APPOINTMENTS COMMITTEE : MINUTES

The minutes* (TAC/5/03/8) of the meeting held on 22 May were noted.

11. SPECIAL EDUCATION COMMITTEE : MINUTES

11.1 PROVISION IN SPECIAL SCHOOLS (4.2)

Mrs McCaul drew attention to this minute and said that the problem had been resolved since the meeting took place.

11.2 SUMMER SCHEMES FOR PUPILS WITH SPECIAL NEEDS (4.4)

Mrs McCaul drew attention to this minute and said that since the date of the meeting it had been possible to arrange summer schemes in all five special schools.

The minutes* (SE/5/03/9) of the meeting held on 15 May were adopted.

12. LIBRARY COMMITTEE: MINUTES

12.1 MEETING WITH MINISTER (5.3)

Mr Campbell drew attention to this minute and said that he was hopeful that the Minister might be able to allocate additional funding.

12.2 THE PEOPLE'S NETWORK (8.1.1)

Mr Campbell drew attention to this minute and encouraged members to visit branch libraries.

12.3 BOOK ISSUES (6)

In reply to a question from Mr Sleator about a fall in book issues in Portadown, Mrs Ryan said that the figures in the report reflected loans of books purchased in 2002. In that year there had been considerable expenditure on The People's Network and the budget for new books had been reduced considerably. She also said that there had been a fall in the number of books borrowed from public libraries throughout the country for a number of years as libraries moved to a position where they were able to supply information to customers through the internet and by other means which did not involve the loan of books.

12.4 CAPITAL BUILDING PROGRAMME: WARINGSTOWN BRANCH LIBRARY

In reply to a question from Alderman Hatch, Mrs Ryan said that the owners of this building had forwarded a plan showing the proposed alterations scheme. It was being examined with a view to assessing value for money and general suitability.

The minutes* (L/5/03/10) of the meeting held on 1 May were adopted.

(Alderman F E Crowe, Councillor S McRoberts and Mr A G Sleator left the meeting at 4.05 pm.)

13. PREMATURE RETIREMENT ON THE GROUNDS OF VOLUNTARY REDUNDANCY

It was agreed to discuss this item in committee and when the Board resumed Mrs McClenaghan reported that it was recommended that Mrs M B Cartmill, Clerical Assistant in St John's Primary School Moy, should be declared redundant with costs as shown in the table. Her report was adopted.

Name	Added Service	Cost to Board (first year)	Cost to Board (ongoing)
Mrs M B Cartmill	336 Days	£3135.57	£130.67 per annum

14. ASSOCIATION OF NORTHERN IRELAND EDUCATION AND LIBRARY BOARDS - EXECUTIVE COUNCIL : MINUTES

The minutes* (B/5/03/12) of a meeting held on 7 May were noted.

14.1 CONTAINMENT OF HOME-TO-SCHOOL TRANSPORT COSTS (2750)

Mrs McClenaghan drew attention to this minute which referred to a significant issue for all Boards. She stressed the importance of feasible and defensible arrangements being put in place in a way which would ensure a fair and equitable distribution of funds to all Boards.

14.2 SPECIAL EDUCATION : CLASSROOM ASSISTANT COSTS (2751)

Mrs McBride drew attention to the fact that this item had been discussed by the Executive Council at its June meeting.

14.3 JOINT NEGOTIATING COUNCIL

Mr Aiken pointed out that reports from this Council were not brought to the Board. The Chairman said that individual items which required discussion were placed on the Services Committee agenda from time to time and that it was open to Mr Aiken to ask for a particular item to be brought to the Board's attention.

The meeting ended at 4.14 pm.

CHAIRMAN

CHIEF EXECUTIVE

DATE

* Paper circulated
20 June 2003

** Paper tabled