

MINUTES OF PROCEEDINGS OF A MEETING OF THE BOARD HELD ON WEDNESDAY, 8 APRIL 2009 AT 2.30 PM IN THE BOARD ROOM

1. PRESENT Mrs M E Donnell (Chairperson)

Mr P H Aiken	Mr W Mayne
Councillor Brannigan	Councillor P P McAleer
Mrs S R Brownlee	Mrs C M McCaul
Rev J Byrne	Councillor J McCrum
Mr M P Campbell	Very Rev L M McVeigh
Councillor J Cavanagh	Councillor R Mulligan
Councillor C Casey	Professor P Murphy
Mr P Gildea	Councillor S Rogers
Councillor I E B Hanna	Mr A G Sleator
Councillor R A Harkness	Mr J K Twyble
Dr M Hollinger	Councillor Dr P A Weir
Councillor Ms C Lockhart	Mrs E Wright
Mr C Mackin	

2. IN ATTENDANCE

Mr T Murphy, Ms L Ayling, Mr R Bullick, Mr G Butler, Mr P Keating, Mr P Mackey, Dr C Mangan, Mrs L McCall and for part of the meeting Mr G Doran.

3. APOLOGIES

Apologies were received from Dr P Cunningham, Mr A McCreesh, Rev Canon J McKegey, Councillor S McRoberts and Rev D Somerville.

4. APPOINTMENT OF OFFICERS

Mr Murphy drew attention to funding arrangements for posts contained within the report. It was proposed by Mrs Wright, seconded by Very Rev Fr McVeigh, and agreed that the report** (B/4/09/2) prepared by the Head of Human Resources be adopted.

5. BOARD MEETING : MINUTES OF SPECIAL MEETING HELD ON 20 MARCH 2009

On the proposal of Mr Sleator, seconded by Mrs Wright, the minutes* (B/3/09/3) of the special meeting held on 20 March 2009 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

6. MATTER ARISING FROM THE MINUTES

TEACHER REDUNDANCIES : UPDATE (4)

Mr Keating reported that he had attended a meeting earlier in the day involving DE representatives, the Human Resources Managers and the Chief Finance Officers of the five Boards and other employers to discuss the ongoing issue of compensatory arrangements for teachers who would be made redundant in the current financial year, ie from 31 August 2009. DE had indicated that it had set aside £6m to meet the enhanced

compensatory payment cost for all redundant teachers. Mr Keating advised that schools had already been notified that DE was setting aside this fund.

(Councillor Mulligan entered the meeting at 2.35 pm.)

Mr Keating advised that the £6m was anticipated to provide for up to 60 weeks compensatory payment for each redundant teacher, pro rata and depending on length of service inclusive of the 30 weeks statutory element. An assurance had been given by DE that a letter would be drafted the following day for circulation to the employers and funding bodies for comment. In the meantime Boards would endeavour to identify those teachers who were willing to take voluntary redundancy, subject to satisfactory enhanced arrangements. If certain schools had no teachers volunteering for redundancy, then compulsory redundancy might require to be pursued to ensure that those schools could live within their budgets.

Mr Mackin enquired as to when a teacher who had indicated an interest in voluntary redundancy could withdraw that interest if he or she had felt that the severance arrangements were not financially viable. He stated that this withdrawal could have repercussions on a younger teacher in the school where the school was obliged to make savings. Mr Keating advised that teachers volunteering for early release would make a decision following the receipt of an offer of severance and details of the compensatory package. This was expected to take place before the end of April to allow for the proper notice to be given to those teachers being made redundant. Mr Campbell drew attention to the difficulties for schools in receiving their budget information late in the year, particularly if there was a need to release teachers through redundancy, and being able to meet the deadline of 30 April 2009 to enable formal notification to be given to a teacher being made redundant. Mr Keating explained that four months statutory notice was required to be given to a teacher being made redundant at 31 August and while 30 April was the preferred deadline circumstances might require notice being issued later than this. He stated that the Board endeavoured to redeploy teachers whose posts were redundant. Lists of vacancies were issued as well as other information detailing teachers requesting transfers or changes in terms of employment, for example job sharing or part-time hours.

Mr Sleator enquired if the £6m would be proportionalised across the Boards. Mr Keating advised that the fund would be proportionate to all the teachers that were being made redundant, irrespective of Board or employer. Every teacher who accepted an offer of voluntary severance would be paid compensation on their length of service up to the maximum of 60 weeks.

Mrs McCaul sought clarification in cases where a teacher opted not to accept an offer of voluntary redundancy and where a school was obliged to make savings. Mr Keating advised that criteria had been drawn up by the five Boards for such instances. These criteria had been issued to schools. In general the significant redundancy criterion of 'last in, first out' would only be applicable in controlled schools after other factors specific to a school's needs and the delivery of the curriculum had been taken into consideration.

7. CHAIRPERSON'S BUSINESS

7.1 WELCOME

The Chairperson welcomed to the meeting Mr Murphy in his new capacity as Chief Executive and Mr Butler as Head of Development, Planning and Support Services.

7.2 POST-PRIMARY SCHOOLS' ADMISSIONS FOR 2010/11 SCHOOL YEAR

The Chairperson reported that a draft response to the Minister's guidance would be presented to the Schools and Services Committee at its meeting on 16 April 2009. As the deadline for receipt of responses was 27 April 2009, the Board agreed that the response would be submitted by that date on the proviso that any additional comments to be raised by the Board at its meeting on 13 May 2009 would be subsequently forwarded to DE. The Chairperson advised that it was open to any Member of the Board, who was not currently serving on the Schools and Services Committee, to attend that meeting on 16 April 2009 in an observer capacity.

7.3 DEVELOPMENT PROPOSALS AS TO PRIMARY (INCLUDING NURSERY) AND SECONDARY EDUCATION

The Board noted the draft Development Proposal No 234* relating to the establishment of a sixth form centre at Dromore High School and the draft Development Proposal No 235* relating to the closure of St Colmcille's Primary School, Armagh with effect from 31 August 2009 or as soon as possible thereafter.

The Chairperson stated that both Development Proposals had been discussed by the Schools and Services Committee at its meeting on 19 February 2009. She referred to a letter* received from the principal of St Colman's High School, Ballynahinch expressing concern in relation to the Development Proposal for Dromore High School. This letter would be forwarded to DE.

The Board agreed to publish the Development Proposals.

7.4 OFFICIAL OPENINGS OF FIVEMILETOWN COLLEGE AND MARALIN VILLAGE PRIMARY SCHOOL

The Chairperson reported that she had attended the official openings of Maralin Village Primary School on 19 March 2009 and Fivemiletown College on 25 March 2009. She commended the excellent facilities at both schools.

(Mr Gildea entered the meeting at 2.55 pm.)

7.5 RPA CHAIRPERSONS' MEETING : REPORT

The Chairperson expressed appreciation to Mr Campbell for attending the RPA Chairpersons' meeting as her deputy on 25 March 2009. Mr Campbell outlined discussion which had taken place at that meeting, namely RPA Policy Paper 20, the Education Bill, teacher redundancies, financial management, recruitment, location and delivery of services, the Extended Schools' Programme, sectoral business plans, the expertise of existing Board Members and the concerns of Boards in relation to reduced maintenance spend when budget allocations were incapable of meeting Board pressures.

8. JOINT NEGOTIATING COUNCIL : BOARD REPRESENTATION

The Chairperson pointed out that two vacancies existed on the Management Side of the Joint Negotiating Council (JNC). It was proposed by Professor Murphy, seconded by Mrs Brownlee, and agreed that Mr G Butler and Mr P Keating be nominated to the Management Side of the JNC.

(Councillor Dr Weir entered the meeting at 3.03 pm.)

9. CHEQUE SIGNATORIES

The Board's approval was sought for the following officers to have powers to honour cheques, bills of exchange and promissory notes drawn, signed, accepted or made on behalf of the Board:

Mr T Murphy	Mr G Butler
Ms L Ayling	Mr T Wilson
Dr C Mangan	Mr R Young
Mr P Keating	Mr F Hughes
Mr P Kelly	Ms A Hughes

The Board's approval was also sought for the following persons to be removed from the list of signatories as at 1 April 2009:

Mrs H McClenaghan	Mr J Curran
Mr T Heron	Mrs G Flavell

Ms Ayling pointed out that the Board had not included temporary members of staff on its list previously. Their inclusion was now deemed necessary because for practical reasons, particularly over the summer period, the Board would otherwise be unable to issue cheques promptly with so few permanent senior Finance staff. She had discussed this issue with Internal Audit. Assurances had been sought from the agencies concerned and measures had been put in place to handle any perceived risk including internal controls to ensure a temporary member of staff would only be able to sign a cheque in conjunction with a permanent member of staff (as two signatories were required for all cheques issued).

Mr Sleator queried if the perceived risk could be further reduced by limiting the amount of the cheque which could be signed by a temporary member of staff. Ms Ayling stated that the majority of cheques were individually small in amount as most payments were made through BACS. She referred to the practicalities of enforcing limitations on cheques and stated that the imposition of two cheque signatories, one of which being a permanent member of staff, would adequately address any perceived risk.

It was proposed by Mr Sleator, seconded by Mrs Wright, and agreed that the officers detailed above be included on the list of signatories as at 1 April 2009 and that the four officers be removed from the list.

10. FINANCIAL MEMORANDUM

The Board noted the revised Financial Memorandum* which had been amended to take account of a change to the former Chief Executive's signature.

11. RPA POLICY PAPER 20 : OWNERSHIP OF CONTROLLED SCHOOLS POST RPA

The Chairperson reported that DE had written to thank the Board for its response to the consultation. DE had stated that following the conclusion of the consultation exercise, it would produce an analysis document giving a summary of all the responses received and detailing how the responses would be used to inform the final Policy paper. The analysis document and the final Policy paper would then be published and made available in

electronic format on the DE website. The Chairperson indicated that DE would write to the Board when these documents were available.

(Very Rev Fr McVeigh left the meeting temporarily at 3.30 pm.)

12. CHAIRPERSONS' COMMITTEE : MINUTES

It was proposed by Mr Campbell, seconded by Mrs McCaul, and agreed that the minutes* (C/3/09/10) of the meeting held on 20 March 2009 be adopted.

Mr Butler referred to the presentation to the Assembly's Education Committee on 1 April 2009 and outlined the issues which had been raised by the Chief Executives of the other four Boards and himself. He advised that the discussion had been wide-ranging and very positive and that the Chief Executives had appreciated the Committee's acknowledgement of the good work of the Boards.

13. JOINT YOUTH COMMITTEE : MINUTES

Mr Aiken drew attention to the SELB financial report at year end, the consideration given to the Business Plan for 2009/10 and the recommendations in relation to the conditions of grant for voluntary units in WELB. He also referred to the budget proposals for 2009/10 and stated that the Committee had requested further information to be provided on the establishment of two core posts within SELB. The Board noted the paper** (B/4/09/11) setting out the rationale for establishing these two in the Kilkeel / Mourne area and the Cookstown West / Dungannon Northwest area.

It was proposed by Mr Aiken, seconded by Mr Mayne, and agreed that the minutes* (Y/3/09/11) of the meeting held on 18 March 2009 be adopted in addition to the recommendations regarding the establishment of the two permanent youth outreach posts as set out in the paper.

14. JOINT EDUCATION COMMITTEE : MINUTES

Mr Campbell expressed appreciation to the Principal and Senior Teachers of Holy Cross College for facilitating the two joint committee meetings and for the hospitality provided during the day. He pointed out that DE had agreed to provide funding in 2009/10 to mainstream the work of the Creative Youth Partnerships into the curriculum. This funding was required to be matched by Boards. He stated that no indication had yet been received from DE in relation to funding for the Extended Schools' Programme. It was noted that no concerns existed in relation to the year end financial report.

(Very Rev Fr McVeigh re-entered the meeting at 3.40 pm.)

Mr Campbell drew attention to the presentation given on the Chief Inspector's Report 2006-08. The Report had highlighted many positive issues and had focused on the importance of early intervention, coherence across the various statutory and voluntary bodies, quality leadership and management, transition stages and ICT to enhance learning.

Reference was made to the minutes of the PEAG meeting held on 5 March 2009 and in particular to the minute relating to The Armstrong Primary School. The minute had stated that PEAG had considered that there was no need at present for a nursery provision at the school but that the request would be reconsidered the following year. It was noted that a

commitment had already been given by the Board in previous years to establish a nursery unit at The Armstrong Primary School.

It was proposed by Mr Campbell, seconded by Very Rev Fr McVeigh, and agreed that the minutes* (E/3/09/12) of the meeting held on 26 March 2009 be adopted.

15. JOINT CHILDREN AND YOUNG PEOPLE'S SERVICES COMMITTEE : MINUTES

Mrs McCaul encouraged the Committee Members to attend the celebratory event on 19 May 2009 which was being held to mark the achievements of various young people with special educational needs across SELB / WELB. She drew attention to a child protection issue which would be highlighted to principals at training seminars. She pointed out that the business case for the Regional Traveller Education Support Service had not been approved and also advised that the budget at year end was indicating an overspend. Dr Mangan referred to the presentation which she had given to the Committee on improving outcomes for young children through a review of evaluated interventions.

It was proposed by Mrs McCaul, seconded by Dr Hollinger, and agreed that the minutes* (CYPS/3/09/13) of the meeting held on 26 March 2009 be adopted.

16. TEACHING APPOINTMENTS COMMITTEE : MINUTES

The minutes* (TAC/3/09/14) of the meeting held on 30 March 2009 were noted.

17. TEACHERS' STAFFING COMMITTEE : NOTE OF MEETING

As the meeting was inquorate a note* (TSC/3/09/15) of the meeting, held on 13 March 2009, was recorded. Mr Aiken indicated that his apology for inability to attend the meeting was not listed.

18. MEMBERSHIP COMMITTEE : MINUTES

The minutes* (M/3/09/16) of the meeting held on 11 March 2009 were noted.

19. ASSOCIATION OF NORTHERN IRELAND EDUCATION AND LIBRARY BOARDS : MINUTES

The minutes* (B/4/09/17) of a meeting held on 4 March 2009 were noted.

20. COMMITTEE MEMBERSHIP

Councillor Rogers indicated that he wished to serve on the Joint Education Committee, the Schools & Services Committee and the Membership Committee. It was proposed by Mr Mackin, seconded by Councillor Casey, and agreed that Councillor Rogers would serve on these Committees.

The meeting ended at 4.00 pm.

CHAIRPERSON

CHIEF EXECUTIVE

DATE

* Paper circulated ** Paper tabled

9 April 2009 LMcC