

MINUTES BOARD MEETING

27th March 2019

Location: LFI Foxrock at 7pm

Attended:

Estelle Higgins	EH
Tony Ross	TR
Alexandre Helenport	AH
John Coleman	JC
Jerome Bel	JB
Nicolas Bourgeois	NB
Eric LExcellent	EL
Ellen Le Callonnec	ELC
Suzanne Kingston	SK
Benoit Schnee	BS
Sylvie Vialar	SV

Apologies:

Walter Deville	WD
Valérie Herzberg	VH
Jean-Jerone Raclot	JR
Frédérique Tarride	FT
Andrew Bloom	AB
Pierre- Henri Baviera	PB

Staff representatives attended the first 15 minutes of the meeting; they received information on the building project for Foxrock and Clonskeagh.

Minutes of the BoM meeting on the 27th February. **Approved**

Child Protection Report

- No Issues to report to the BoM

Finance

- Management accounts for period to 28/02/19 presented and approved
- Draft revised procurement thresholds & process approved unamended
- Draft capital expenditure authorisation process approved, with authorisers and variances limits specified
- Draft capital investment process approved unamended

GRPR

- New policy to cover staff own personal devices when using for school business.

HR

- Host family coordinator transport approved,
- Proposal of recruitment of two teachers for the Primary school approved, one full-time and one part-time post. NB will send offers before the end of the we
- HR consultants to work on new contracts for staff and new hand book, time line for completion is set for the beginning of June
- Host family contracts to be updated before the summer

Update on building project

- The board was informed that we have received two quotes for the Quantity Surveyor and are waiting on third before awarding the contract, this can be confirmed by email once all three quotes are in.

Communication

- Parents and staff meeting will be held in Clonskeagh on the 15th May at 7pm. EH will send out letter informing the LFI community.
- Website EL working on improving the booking system for parent-teacher meetings in Foxrock.

**The Next BoM Meeting will be in Clonskeagh on
Monday 29th April 2019 at 7pm**