

Board of Management Training Phase 2

Board of Management Members School Principals



All Training Sessions are free of charge and take place at the venues listed below between 7.30pm and 9.00pm.

Light refreshments will be available from 7.00pm.

TRAINING TOPICS

- Financial Responsibilities of the Board of Management
- Financial Responsibilities of the Principal in relation to the Board of Management
- Role of the Finance Sub-Committee
- Financial Management of the School
- School Budgeting
- Electronic Banking
- The Role of the School Accountant
- Current Financial Issues for Schools

DATES & VENUES

Tuesday 6th March

Limerick / Castletroy Park Hotel
Dublin South / Stillorgan Park Hotel
Sligo / Clarion Hotel, Sligo

Wednesday 7th March

Dundalk / Crown Plaza, Dundalk
Portlaoise / Maldron Hotel
Waterford / Ramada Viking Hotel

Thursday 8th March

Galway / Menlo Park Hotel
Cork / Rochestown Park Hotel
Dublin North / Crowne Plaza Santry

Please complete the Booking form on or before **Friday 17th February, 2012** to assist in finalising the arrangements.