

## Board of Management Meeting

Date: Wednesday 1<sup>st</sup> September 2021 at 19.00- Via Zoom

### Remote Meeting

**In attendance:** Derek, Billy, Fiona, Ciara, Conn, Suzi, Mary-Anne, Aisling, Louise, Martina **Apologies:**

**Chair:** Derek

**Minutes:** Fiona

### Minutes

1. Apologies
2. Welcome to Martina, Training for new Board members will be provided via JMB.
3. Minutes from last meeting to be confirmed - updated minutes sent with figures and new numbers for staff. Minutes confirmed.

#### 4. Ravenswell building - Additional Classrooms

- a. 2 general Purpose classrooms
- b. 2 AS classrooms
- c. 1 SET numeracy room
- d. School Hall
- e. Garden
- f. Toilets – 2 x female and 3 x male student and 1 gender neutral
- g. IT installation – should be completed by this week.

#### 5. Building Subcommittee

- a. Next Steps – App Notice sent out and request for Parents to get involved in working Group -
- b. New Staff/parent working group established to support the movement of NWETSS to permanent home
- c. Derek: The school will be in Ravenswell for 4/5 years.

**Action : set up working group building before the next meeting with parents.**

#### 6. Allocations

- a. Last allocation letter of May 14<sup>th</sup>. Allocation was 30.75
- b. This should be added too in the near term.
  - i. .09 Local Worker Representative
  - ii. .07 Supervision
  - iii. .25 DP increased allocation
  - iv. .36 SET additional Hours

Possible 3.00 wte. Increased Enrolment or 2.5 Depending on what allocations allow

We planned the timetable around 2 teachers and today we got confirmation today at 33.9 teachers.

With 34 teachers we will be able to have a new API and APII positions next year. New SET teacher now employed full time.

7. Update & Numbers for each Yr 2021-2022

1	2	3	4	5	6
37	60	59	53	59	27
				LCA 17	LCA 12
		156			168

1<sup>st</sup> Year numbers are down from last year. We are looking to promote the school to local primary schools and build relationships with the community.

8. Middle Leadership - New positions will be filled in the coming weeks. Needs and Priorities agreed by staff.
  - a. Based on increased enrolment we will be eligible for additional AP1 and AP2 posts and we will have one AP1 as acting up for the year. The Parental leave, Career Break and Secondment of staff will continue resulting in the continuation of 3 acting up positions.
  - b. The AEN is being removed from the list of duties as we can use time from the AEN allocation for the coordination and to keep roles clearer and to use the post based on needs of the school and agreed priorities.
  - c. Looking to use APII or part of APII to look at transition from primary to secondary.

**Action: Margaret Lennon to carry out interviews with Billy and Derek.**

9. Teaching and Learning

- a. Department Planning
  - i.UDL Design and Continuum Wheel  
Introducing peer to peer observation  
Build capacity within staff using the experience in the school, centre of excellence so we are ready to scale up.
- b. Summer Program – ASD

Summary of School Summer Provision 2021 – Organised by Lorraine

On the 9th of September 2021 NWETSS opened its doors to our first Summer Camp. We had a total of 26 families who had expressed an interest in their child attending. Out of these 24 students attended our summer programme and were from a variety of backgrounds such as EAL, the school completion team (transitioning from primary), pupils on the autism spectrum, pupils who struggled to engage with online learning, school attendance and anxiety. This was an exciting opportunity for us to collaborate with primary schools, outside agencies, parents, pupils and engage with new staff. We completed a variety of activities with the pupils such as sports, wellbeing, woodwork, art and healthy cooking. The students attended a total of 46 hours over 2 weeks and we were supported by 4 teachers, 3 SNA's and Billy. The camp was a huge success and hopefully the Department of Education will permit us to run it again if not annually. It provided valuable support for both our students and their families and served as a nice transition for pupils back into our school community.

**Action: Derek to write a thank you note to Lorraine**

- c. School Self Evaluation – Student Voice/Parent Participation
- d. Staff Working Groups
- e. Digital developments
  - i. Expansion of Student Devices across 4 year Groups
  - ii. Increased access to Wifi in school and as Digital Badges – add to the sticky badge
- f. New OT, S&L and Counselling project – money ring fenced to pay for this. Counsellor last year for 4 students a week.
- g. Evening Study – Costs were discussed

**Action : Board approved for study to take place**

- h. Office Staff – Replacement for Carol, interviews to be held in the coming weeks.
- i. SNA post – new SNA hired waiting for vetting
- j. New Staff for 2021:

Laura Gibbons	Business/CSPE
Louise Ward	Maths
Monica English	AS Class Teacher
Robert Leamy	Technology
Stephen Magrath	History & English
Jonathan Codd	PE
Sean Clerkin	Science with Biology
Maura Flynn	Music Cover
Alice Connors	AEN
Christine Byrne	PME - English
Fiona Paine	PME- Science
Anna Bates	PME - History

- 11. Finance Report - update next meeting
- 12. Child Protection and Safeguarding Statement - Staff briefing – Aisling to do training with new staff. Billy read through the checklist and all members confirmed each point.
- 13. Confirm Actions & Agreed Report of this meeting
- 14. AOB
- 15. Confirm date for next meeting – Wed November 3rd 2021 @ 7pm