

Board of Management Meeting

Date: 9th March 2022 at 19.00- Via Zoom

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

Chair: Derek

Minutes: Darren

Minutes

1. Apologies – Ciara
2. Minutes from last meeting ratified
3. Student Council
 - a. Set up suggestion boxes for feedback/suggestions from students
 - b. They will be helping with international day next month.
 - c. They are working with students and coming up with a positive reward system to build capacity in the code of behaviour. It will be developmentally appropriate for senior students. It will not be a food-based rewards system.
 - d. Some student council volunteers will be helping with in-coming first year coming to the school on Saturday 12th March. Ten members of staff have volunteered also. The PSA will provide tea and coffees.
 - e. Student councils will work with student councils in the other ET schools with the aim to have an ET student council symposium.
 - f. Student council representatives will attend every second BoM meeting
4. Covid Update and Changes - Mask Wearing – Removal has been a success and approximately 15% still wearing them. Martina’s contribution as lead worker representative during the pandemic was recognised.
5. Building Subcommittee and Working Group
 - a. There was a meeting with the 5 TDs. The TDs are willing to work together to progress the new build as quickly as possible. Although they had different views on possibility of a build at Novara Avenue. There are two more meetings lined up.
 - b. The Department are looking at a site in Fassaroe. Mary-Anne informed the meeting about land zoned for schools in the locality. Suzi expressed concern about poor transport links.
 - c. The students’ contribution at the meeting with the TDs was very impressive.
6. Teaching and Learning
 - a. Mocks and Progress Reports – Both have been completed and all went well. Louise coordinated with Fiona. Additional support worked well and all students with Reasonable Accommodations got to practice. The contribution of Louise in the organising and smooth running of the mocks was recognised.
 - b. Martina appointed as examinations aide for the SEC exams in June.
 - c. LCA Tasks interviews completed – LCA 1 and LCA 2
 - d. No LCA 1 program for next year – No applications. It may be a case that LCA runs every second year.
 - e. Staff Observations and UDL - Started with all staff and Fiona and Billy to observe classes over the coming months.
 - f. Droichead

The school's professional support team has guided 4 Newly Qualified Teachers (NQTs) through the Droichead process this year. Sean Clerkin, Emma Begley, Darren Gillespie and Alice Connors have completed all their observations. The Droichead process for the year

will be completed at the final PST/NQT meeting before Easter. The NQTs were congratulated to the NQTs on completing the induction program. The role of Paul and Martina as part of Droichead's professional support team was recognized.

- g. Options – LC Subjects - Round 2 is complete. Music and DCG will not run. Physics, Construction Studies, Computer Science and Politics and Society will run. The subject lines do not limit career choice. An ad will be placed in the Bray Times for transfers to 5th year. The target is 60 students.
- h. 6th Year Careers Meetings -Billy is having one to one meetings.
- i. Thursday 26th May is the date for the 6th year graduation.
- j. Students from Ukraine will be starting in the coming days. Two second year students and one third year student.

7. Staff CPD

- a. LCA – Josna & Laura
- b. RSE- Lorraine and Laura
- c. Forbairt – Program ongoing with Staff observing one lesson and being observed. Supported by Martina.
- d. NCSE - Niamh and Fiona – Deploying SNAs

8. School Events

- a. International Women's Day nearly €600 raised for Women's Aid
- b. Model United Nations – Eleven 2nd Year students participating in Model UN.
- c. Football- Reached regional semi-final
- d. Basketball – ongoing
- e. Wellbeing Month for 4 weeks: Friendship, Digital, Physical, Health
- f. Seachtain na Gaeilge – week of events taking place

9. TY Planning and Work Experience & Ball

- a. Work experience will change from 3 weeks across the year to work experience every Friday for 4 hours. Students will undertake two 16-week blocks. Benefits include a longer period for employers to give feedback whilst students gain a deeper understanding of the workplace. Teaching hours will be allocated for site visits. One concern raised is that for some workplaces Friday could be a remote working day. The change to work experience will be trialled for one year and reviewed.
- b. All TY students are involved in planning and organising the TY Ball. They will be undertaking some fundraising events.

10. Incoming First Years

- A) Parent Welcome Evening – 17th of February
- B) A coffee morning for first year parents in the community room is starting on the 14th of March
- C) First year assessment day takes place on Saturday 12th of March for 57 incoming first years to get a sense of ability in literacy and numeracy. 17 incoming first years have a sibling in NWETSS.

11. School Self Evaluation.

Data is being collected to ascertain if progress has been made on current targets and to identify new targets. This being done on a large scale with online forms and on a small scale with focus groups.

We had a drop everything for SSE event where staff went through an interactive PowerPoint with students on SSE and the students had to complete a quiz at the end.

Staff: 26 participants completed the form and a focus group of 6 will be set up.

Students: 146 participants completed form and focus groups are being run by student council this week. They are randomly selecting students across all year groups.

Parents: 44 parents completed an online form and focus group is being held on Wednesday evening with some volunteer parents.

Marie is doing an exceptional job coordinating SSE and allowing students lead the SSE initiatives.

12. PSA

- a. Coffee morning for first year parents starting on the 14th of March in the community room
- b. Nicoleta's father Adrian was commended for the contribution his business has made to creating a space for students in the old shed.

13. Suspensions – One for 3 days – CC

14. Finance Report

- a. The Department funded most of the night security costs of €20,000.
- b. €1800 spent on a health and safety audit.
- c. The fire extinguishers are not up to necessary Health and Safety standards. It will cost €3500 to bring the fire extinguishers up to standard and signed off by a fire officer.

15. Anti-Bullying Report

a. **Anti-bullying report**

08/03/2022

b. **FAO: Board of Management**

Cases recorded since last BOM meeting: 3

Cases remaining open (pre-20-day DES): 3

Cases closed since last BOM meeting (no further action needed): 1

Cases proceeding after 20-day DES: 0

Further actions planned:

Workshop day for first year student's week of 21st March (full day).

Workshops TBC – Sticks and Stones Anti Bullying for schools; FUSE (DCU), and ZEEKO (UCD) materials used.

Themes to be included:

- Cyberbullying
- Empathy building
- Team building
- Stories of how this will affect me later in life (speaker in).
- My relationship with myself - building the capacity to recognise my own behaviour and be true to myself.

Sociogram school wide. This will be confirmed and coordinated with year coordinators.

16. Child Protection Oversight Report

17. Confirm Actions & Agreed Report of this meeting

- a. Recognise and acknowledge Nicoleta's fathers contribution with a restaurant or hotel voucher
- b. An ad to be placed in Bray People about transfers to 5th year
- c. TY work experience for 2022/23 will take place in two 16-week blocks on Fridays to be reviewed towards the end of the year.
- d. Fire extinguishers to be brought up to code
- e. Appeal to Department about DEIS status

18. AOB

- a. NWETSS was not granted DEIS status and will appeal the decision.
- b. €2000 which was originally ring-fenced for SNA devices but which were subsequently funded by a grant to be reallocated to provide devices for Ukrainian students
- c. The final incidental inspection report was received

19. Date for next meeting

Wednesday 27th of April at 19.00 by Zoom
Suzi gave apologies that she cannot attend