

Board of Management Meeting

Date: Wednesday 14th April 2021 at 19.00- Via Zoom

Remote Meeting

In attendance: Derek, Billy, Fiona, Ciara, Conn, Suzi **Apologies:** Emer Louise and Mary Anne

Chair: Derek

Minutes: Fiona

Minutes

1. Minutes from last meeting to be confirmed – Minutes ratified by the Board.
2. Apologies -
3. Covid Update – Return to school
 - Staff were very grateful for lunch today.
 - Our approach with the transition from remote learning to face to face was to get students back in and settled into a routine. All staff are keeping a close eye on students who may find the transition difficult. Year Coordinators and Aisling (Guidance Counsellor) are working with students that are identified as struggling with the transition.
 - 5th years settled very well before the Easter break. Our concern was around 1st Years as they are finding the transition difficult.
 - We are introducing enhanced provision for the summer, as the Easter programme went very well. It was offered to students with additional needs. This was used as a trial run in preparation for summer. 30 hours can be used for the summer programme and will take place on the school premises.
 - Collecting the return to school form from students was a challenge. Around 90 did not fill it in. We are looking at a way to encourage parents to use the App more.
 - School management and staff are looking at TY 2021-22 to help build capacity with 3rd Years who have missed out on significant amounts of curriculum material in 2nd and 3rd Year.
4. Allocations – DES & Curricular Concession application
 - Our first round of allocations was received on the 24th March 2021 – The allocation was 29.13 WTE Teachers.
 - There was a rollover of the covid concession, we keep 1.99 concession into next year. If we get 60 first years, we will be entitled to 3 full time teachers. To run the timetable designed we will need 32.7 WTE. We are applying for addition provision because of our small senior cycle, LCA and the fact that the DES have capped the numbers at 360. We are arguing that we must have 3 choices on a line not 2 for senior cycle this is an extra 12 hours in 5th and 6th. Students should not be disadvantaged because of the small school numbers. We need an extra teacher in PE to walk students up to the centre. The Technology subjects are all split classes because of the room size. The form will be submitted this week.
 - With teaching staff there are 6 CID applications. There may be a 7th and clarification is being sought from the DES. Our allocation has 7 permanent teachers. This may mean we will get redeployments.
 - We have advertised 14 positions, some of these positions have teachers in place this year, but there is not a position guaranteed for these teachers. They must apply and interview

again.

5. Ravenswell building - Additional Classrooms

The build is going ahead. There were architects and engineers in over the past weeks. Mary-Anne attended the meetings. The student who uses a wheelchair that was looking at attending our school next year has found a placement closer to home.

6. Incoming First Years 2021 – Update & Numbers for each Year 2021-2022

We are capped at 360 – Numbers in September are at 325

55 1st Years

57 2nd Year

56 3rd Year

60 4th Year

46 5th Year

14 LCA1

24 6th Year

14 LCA 2

It was agreed by the Board that all year groups are to be capped at 58, this is to make space for an SNA.

7. Teaching and Learning

- Scrap the Screen day – An extremely successful day, Martina coordinated this as part of the TSLAR team.
- Seachtain na Gaeilge – Organised by Beartla and Siobhan. There will also be an Irish section added into the journal.
- Homework policy – Aisling worked with TSLAR team and met with PSA and Student council. Over 100 students and parents responded to the survey. Staff were then surveyed. The data has been collated and Aisling has gone back to staff and they are looking at the draft policy. It mainly looks at modifying practices in the classroom. We will measure again and see if attitudes to homework have changed after the introduction. Ciara suggested that Aisling should bring the draft back to parents and students too as part of the process.
- Department Planning Meetings are ongoing. All schools in Ireland closing on the 28th of May for 6th year predicted grades. This week the DES announced schools that do not have 6th years might have to stay open.

Action: Billy will update by email if this changed.

- Curricular Concession Application – named above
- Easter Support – ASD- named above Una felt it had a significant impact on social skills and communication. Una, Josh, and Lorraine ran the Easter programme and will run the summer programme.
- Junior Certification and End of Year Assessment – The Summer Assessment week will run in May. Aisling led a whole staff session on our reporting procedures at the last staff meeting. 3rd and 6th Years will have 2 parent teacher meetings next year.

8. Staffing

- Secondment and Career Break – Neil Butler will continue with secondment.

Emer Foley has applied for career break.

Action: Replace Emer on the Board of Management

- Staff CPD – Mentoring + One Note

Coaching and mentoring training with all staff will take place next year. This will be based on the one good adult model. Students will be offered 6/8-week sessions per year. Paul and Neil ran One Note Training for all staff.

- Croke Park hours used for a TEACHMEET on Student Voice and HW policy Development – Martina and the TSLAR team presented on Student participation beyond the classroom.

9. Educate Together AGM motions – Documents were sent in advance of meeting.

The Board agreed that in relation to motions on admissions Geographical Area and Siblings should stay as a priority.

Louise pointed out that Motion 11 on the State Indemnity was not implementable due to the legal status differences between Community and Comprehensive schools and Voluntary secondary schools.

10. Finance Report

Notice to be sent to parents for outstanding fees and prompting voluntary contribution, with an emphasis on the benefit of the tax relief on charitable donations scheme. TY money ring fenced, anything not spent from the €190 could be offset on their device or the eBooks for 5th year.

11. Child Protection and Safeguarding Statement – Not Online

New documentation from ET – child protection check list

Action: Have this done by next meeting

12. Suspensions

13. AOB

PSA Feedback to the Board

Premises permanent accommodation, priority to get information to parents.

Laptops – there is a concern from PSA that some parents had not read the app notifications and are not aware of the introduction of laptops. They felt that more/earlier communication around the cost would have been better. There were concerns over the cost as they lower prices appeared to be available online. Billy confirmed that the specification online is lower than the device the students will be getting.

4th Year parents bought laptops in lockdown – Billy confirmed that these students will be able to use the laptop if it is wiped and used only for schoolwork.

Students who qualify for Assistive technology will be provided with a device as usual.

There will be a loan scheme for families who may struggle to afford the device.

Bray boxing club, which is vacant at present may be useful for PE.

14. Confirm Actions & Agreed Report of this meeting

15. Confirm date for next meeting – Wednesday June 9th at 7:00pm.

