

Minutes for Board Meeting February 6th, 2025

Present: John O'Loughlin, Brid Reddan, Anneli Vaughan, Jackie Larkin, Josephine Gallery, Thomas O Regan and Mona Hynes.

Apologies: Martin Harold and Pauline Nagle.

The principal shared the minutes of the previous board of management meeting. The meeting was opened with a prayer.

Minutes read. Proposed and seconded by Brid Reddan and Jackie Larkin

Matters arising –

1. The Chairperson briefed the board on the ongoing personal injury claim.
2. The Chairperson updated the board on correspondence received from a parent of a past pupil.
3. The Chairperson informed the board about the current progress of our new school, noting that significant advancements have been made and are ongoing.

Correspondence

Personal Leave request from one teacher.

One teacher requested 3 days personal leave April 4th , April 10th and 11th 2025.

3 Job Share applications applied for.

- Alan Carolan - Application for Parents Leave – March 3rd to March 9th 2025

Proposed by Josephine Gallery and Seconded by Anneli Vaughan.

Remittance letters;	Basic Caretaker Grant 2 nd Instalment :	3751.33
	Capitation Grant 2 nd Instalment 24.25:	38065.00
	SSF Caretaker 2 ND Instalment 24.25:	2261.83
	Total:	44,078.16

Financial Report from FSC

Finance Sub-Committee Meeting held on 4 February 2025

Attendance: Mona Hynes (Mona), John O'Loughlin (JOL) and Brigid Reddan (BR). Apologies from Martin Harold (MH).

1. The December 2024 Ceist Template was agreed.
2. Income and Expenditure was compared against the budget and the previous year spend.
3. The Monthly Reporting Checklist was reviewed.
4. The following policy is in development: Cash Handling/Petty Cash.
5. It was previously agreed that the monies from the Irish Life Bond would be used for administrative support.
6. Discussion of the “Travel and Subsistence Expenses for Members of Board of Management, School Principal and other School Personnel” guidelines were postponed to the next FSC meeting.
7. The following Receipts and Payments >€7k and three other random receipts or invoices were reviewed in keeping with our Receipts and Payments policy.

Payment Date Ref. Supplier Debit Credit

19/12/2024 014 2024 Life Fit €1,111.50

19/12/2024 0111824 SG Education €650.35

19/12/2024 2958 Banner Alarms Ltd. €3,041.80

Prepared by: Brigid Reddan (Secretary)

Proposed: Mona Hynes

Seconded: John O Loughlin

CEIST Template and Income and Expenditure - Brigid presented both to the board referring to current budget figures.

HR – N/A

AP2 Acting Post. An acting AP2 post was advertised on January 22, 2025, to January 31, 2025

This post will be re advertised from today Feb 6th to Feb 13th, 2025

This post arises from a current employee's sick leave.

Policies currently under review by Staff Students and Parents

Critical Incident Management Plan updated by Staff. This policy was ratified by the board.

On going Tours policy and commencement of the Bi Cinealta Procedures to Prevent and Address Bullying Behaviour for Primary and Post Primary Schools.

Dylan O Shea engaged with ASSIST training in January.

Principal's Report:

School Self Evaluation and Development Team

Arising from a recent staff meeting - Investigation into one-hour classes. A core group established, and a presentation made to staff. Consultation on same on going. All partners will be consulted on this development. **Briefing document attached and circulated to board members.**

Core Curriculum Planning Group will also assist with the roll out of the New Redevelopment Senior Cycle Please see information leaflet attached and circulate to board members.

Senior Cycle Training Day Oide March 26 for all staff.

BI Cinealta Policy currently being drafted.

SEN Department implementing the new Relate document on behaviour management and the new guidelines for SEN Cir 80/24 - Transition year Statement - Information note on new framework included and circulate to the board.

Dec 20, 2024 – We were delighted to announce that our carol service and raffle raised an astounding €27,740.67. This incredible amount is a testament to the generosity and spirit of our small but mighty school community. Congratulations to our Music teacher, Ella Donlan, who conducted our choir, and our Science and Maths teacher, Molly Crilly, who led our musicians. In just a couple of weeks, they executed an amazing event to perfection. Hats off to our talented students, both past, present, and future, who sang, played, and contributed to our beautiful service. Also, our teachers who sang with our students, thank you. Religion teachers Denise Murphy and Fiona O'Donoghue wonderfully prepared our liturgy. Sincere thanks to Fr. Robert, whose words have always been a great support and blessing. To all our staff who helped make this event a success, thank you. A huge thank you to our amazing SNA, Caroline Browne, for her unwavering dedication in leading the raffle. She secured an impressive 115 prizes from our generous sponsors, for which we are

incredibly grateful. Caroline's commitment and determination saw the process through to the very end. All proceeds go to the future care of our valued colleague Shane's son, Joe Slattery. Many thanks to Mr Sims, who recorded and edited this for us. The board expressed their gratitude to the school and its leadership for their outstanding response and fundraising efforts to support our colleague Shane's son Joe and his future care needs.

January commenced with a series of important events:

- **8th January 2025:** Young Scientists Finalists leave for Dublin Wednesday 8th January 2025
- **10th January 2025:** All First Years go to RDS BTYS Exhibition January 10th, 2025.
- **All Christmas Results to be submitted by January 10th –** As Parents gain access to results at close of school January 10th
- **16th January 2025:** Fifth Year Parent Teacher Meeting
- **23rd January 2025:** Staff Meeting
- **30th January 2025:** TY Senior Cycle Subject Evening
- **Mock Exams:** Week of February 3rd, 2025
- **TY Show Lost in the Woods Feb 12 to 14th**

Looking further ahead, here are some key dates to keep in mind:

- **4th March 2025:** 1st and TY Year PTM
- **3rd - 6th March 2025:** TY Work Experience
- **26th March 2025:** Oide Day and Staff Meeting
- **7th May 2025:** Staff Meeting/Training
- **22nd May 2025:** Staff Meeting/Subject Department

Congratulations to Everyone at BTYS 2025

January 10, 2025 - Congratulations to second-year student Beibhinn O'Loughlin for winning the Geology Ireland Award and placing 2nd in the Chemical, Physical, and Mathematical Sciences Junior Individual Category!

Well done to Mr. John Sims for receiving the Biology Teacher of Excellence Award for the third time.

Congratulations to third-year student Liam Hynes for his special award for his project about *Coralina officinales*. We are immensely proud of all our students and teachers for representing our school, our community, and county with excellence. The Board thanked all the teachers involved and the students for representing the school and county so well.

School Closures in January

Wednesday 8th, Thursday 9th and January 10th due to frost and snow.

Classes and work were shared online. Students that had power availed of same.

New arrivals since the previous meeting

- A baby girl - Isla O Doherty , for our music teacher Lauren Dunne and her partner Jake on Dec 18th
- New baby boy - Eanna Conway for our colleague Brian and his partner Katie on January 03rd 2025

We acknowledge the passing of our SNAs Lorraine Rynne's dad, Michael Rynne, Inagh on December Sophie's grandad and Marks uncle in law Denis Foley - Shannon

And it is with deep sadness that we remember our former pupil and staff member, Diane McMahon née Scullane, Diane passed away in the loving care of Milford Care Centre. Diane joined Mary Immaculate as a first-year student in 1995 and graduated in 2001. She returned as a staff member and colleague in April 2005, working with us as an SNA for over six years. Diane was a shining light to all who knew her, we pray that her family now finds the strength to move forward, drawing comfort from their memories and her legacy. **Ar dheis Dé go raibh a hanam dílis.**

January 23, 2025- Transition Year Trip to Athlone TUS Cookery and Culinary workshop.

Mock Examinations

The Leaving Certs will start on **Wednesday 6th February.**

The Junior Certs will start on **Friday 7th February.**

Ty's will be practicing for their show which will run from Feb 12 to 14th 2025.

School Closure due to Storm Éowyn Friday January 25th Monday January 27th and Tuesday 28th 2025.

Sport continuing for all groups Boys and Girls Football, Soccer, and Volleyball competitions.

Feile Na Hinise Irish Debating Team preparing for round one of the competitions

Green School Re established in the school with a very active committee lead by Ms Crilly.

The OLCS (Online Claims System) report on Leave, Claims and Appointments was unavailable due to a technical error , this report will be included in the next board meeting.

Appendix A

Child protection oversight report – A NIL Report

Principal's Child Protection Oversight Report (CPOR)

Allegations of abuse against members of school personnel

Information that shall be provided as set out in section 9.5 of the procedures		Number
(a)	State the number of reports made to Tusla since the last board meeting in respect of an allegation of abuse against a member of school personnel	0
(b)	State the number of cases, since the last board meeting, where the DLP sought advice from Tusla in relation to an allegation of abuse against a member of school personnel and the matter was not reported by the DLP based on the advice of Tusla	0
(c)	State the number of cases, since the last board meeting, where an allegation of abuse has been made against a member of school personnel and the DLP has not sought any advice from Tusla in relation to the matter and has not reported the matter to Tusla, and	0
(d)	State the number of cases, since the last board meeting, where an allegation of abuse has been made against a member of school personnel and the DLP did not report the matter to Tusla in circumstances where Tusla advised the DLP that it should be reported.	0
(e)	Where there were no such cases at (a), (b), (c), or (d) above, state this fact by recording "NIL" →	NIL

Where the answer is 1 or more in sections (a) to (d) above the board of management must be provided with all of the documents specified in section 9.5.2 of the procedures in respect of each such case at the board meeting.

Where any case at sections 9.5 (c) and (d) arise the DLP must immediately inform the chairperson of the board of management in accordance with section 9.5.6 of the procedures.

Other child protection concerns in respect of pupils in the school (i.e., cases that do not involve any allegations of abuse against a member of school personnel)

Information that shall be provided as set out in section 9.6 of the procedures		Number
(a)	Any case where a member of school personnel has submitted a report to Tusla in respect of a child in the school in circumstances where the DLP has decided that the matter did not warrant reporting	0
(b)	Any case where the DLP has sought the advice of Tusla in respect of a concern about a child in the school and Tusla has advised that the matter should not be reported	0
(c)	Any case where the DLP has sought the advice of Tusla in respect of a concern about a child in the school and Tusla advised that the matter should be reported but the DLP has not reported the matter in question.	0
(d)	Where there were no such cases at (a), (b), or (c) above, state this fact by recording "NIL" →	NIL

Child protection concerns arising from alleged bullying behaviour amongst pupils.

Information that shall be provided as set out in section 9.7 of the procedures		Number
(a)	State the number of cases where the DLP has reported a concern about a child arising from alleged bullying behaviour amongst pupils	0
(b)	State the number of cases where the DLP has sought Tusla advice as to whether to report a concern about a child arising from alleged bullying behaviour amongst pupils	0
(c)	Where there were no such cases at (a) or (b) above, state this fact by recording "NIL" →	NIL

Summary data in respect of reporting

Information that shall be provided as set out in section 9.8 of the procedures		Number
(a)	State the total number of reports made to Tusla by the DLP	0
	State the number of those reports which were submitted as mandated reports	0
	State whether or not any of those reports (mandated or otherwise) concerned a member of school personnel	0
(b)	State the total number of cases where the DLP sought advice from Tusla and as a result of this advice, no report was made by the DLP	0
	State whether or not any of those cases at (b) concerned a member of school personnel	0
(c)	State the total number of cases where a member of school personnel provided the DLP with a copy of a report submitted by that person to Tusla in relation to a matter that the DLP had considered did not require reporting or did not require reporting as a mandated report	0
	State whether or not any such cases at (c) concerned a member of school personnel	0
(d)	Where there were no such cases at (a) (b) or (c) above state this fact by recording "NIL" →	NIL

Important Note regarding above summary data: It should be noted that the summary data under this heading relates to the overall number of cases/reports arising since the last board meeting and is therefore not a summary of the number of cases/reports recorded under the first 3 headings in the Principal's Child Protection Oversight Report (CPOR).

Mona Hynes
School Principal

Anti-Bullying Report

- Nil Report

Any Other Business

The Board sympathised with board member, Thomas O Regan on the recent passing of his beloved dad. May his soul rest in peace Amen.

- Date for following meeting is **March 27th, 2025 - time: 5.30pm**
- Agreed Report: The principal to make a copy of the report available to the school community.

Signed
John O'Loughlin Chairperson

Proposed
Board Member

Seconded
Board Member