



Board of Management Agreed Report

Tuesday 08/04/2025

Present: Brenda Nolan, Susan Campbell, Aisling MacAuliffe, Debbie Aspell, Susan Savage, Barry Dean, Isolde Gavin, Tydal Canon and Michelle Breen

Apologies from: Rachel Flynn

Agenda Adopted

Finance Sub Committee Meeting

Minutes Adopted

Circulars and Correspondence

Susan outlined circulars –

CL22/2025	Postgraduate Certificate/Diploma for Teachers working with Students with Autism
CL23/2025	Review of Enrolment in a Special Class
CL29/2025	Multi-Annual Climate Action summer Works Scheme (CASWS) 2026 onwards

Assistant Principal Roles:

Assistant Principals outlined roles to the Board

- School Development Leader
 - Reviewing Policies

- School Plan Development
- School Transitions
- Progress Leader & Leading of Wellbeing
 - Progress Leader (1st and 3rd Year)
 - Wellbeing – Coordinating events, SSE Wellbeing, Student leadership prefect team
- Progress Leader & Leading Learning

Finance:

Susan outlined the finance report as of Feb 2025

Principals Report:

Learning and Teaching:

- Teach Meet focussed on AI – 20th March – important with the new Senior Cycle and assessments
- OIDE AI Team CPD on Friday 2nd May (BiCinealta Day)
- Reports Issued Last Week to 3rd, TY, 5th and 6th Year students
- 1st & 2nd Year Students completed a progress review of their subjects, identifying their strengths and areas for improvement. Students set personal targets to support their preparation for the upcoming summer exams. Review to be complete by L&T Team.
- School Book Grant – Junior Cycle and Senior Cycle Books Identified – digital Copies – Stationery to be tendered for.

Senior Prefects and Head Students:

Senior Prefect roles were developed to afford leadership opportunities to students in our school.

- Develop leadership skills
- Develop teamwork, confidence and be actively involved in the school
- Represent the school at open days and other events
- Enhance your CV for work or college
- Promote the pillars of Drogheda Educate Together SS

Interviews were held week of 24th March

Head Student Interviews 1st April

Susan outlined head students and prefects for 2025/ 2026.

Buildings and facilities:

SCHOOL	ROLL NO.	SHORT TERM SITUATION	DE MAJOR PROJECT LISTING	LONG TERM SITUATION
Drogheda ETSS	68348A	Staying in current accommodation until new building handed over, additional classrooms being prepared for September 2025	Stage 2b (Detailed Design)	Part of LOT 9 with three other Educate Together Second level schools, will be next batch of Design & Build (D&B) Framework going to tender. This is a new framework that is inviting additional contractors and consortia to participate

DE Major Project Listing

The Department of Education produce a List of Major Projects that are underway and this is updated every 2-3 months. This list details the stages each school are at in their building programme. The List is published on the Department's website.

The Stages referred to are as follows:

- Stage 1 Preliminary Design (assessment of site and location suitability and initial sketch scheme)
- Stage 2(a) Developed Design (design development to a stage where the project is fully cost planned and can be prepared to lodge for statutory approvals)
- Stage 2(b) Detailed Design (planning and other statutory permissions and preparation of tender documentation)
- Stage 3 Tender Action (including appointment of Contractor)
- Stage 4 Construction (including Contract Administration)
- Stage 5 Handover and Final Account (including Defects Liability Period)

- Sealed off toilets remodelled as PE Storage
- Second set as Caretaking storage
- Additional Building will be completed in July

Allocations:

- Susan outlined current allocations and what will be required for next year

Teacher Recruitment:

- Interview week of 19th May

Student Matters

Staff Matters

- Michelle outlined staff absences and staff CPD.

Agreed Dates:

- Monday 9th June 2025