



Board of Management Agreed Report

Monday 01/09/2025

Present: Brenda Nolan, Susan Campbell, Debbie Aspell, Susan Savage, Barry Dean, Isolde Gavin, Tydal Canon, Rachel Flynn, Aisling MacAuliffe and Michelle Breen (recording secretary)

Apologies from:

Agenda Adopted

Minutes Adopted

Circulars and Correspondence

- CL43 2025 Recruitment of SNA
- CL45 2025 Mob Phone Restriction
- CL46 2025 Funding Scheme for Phone Storage
- CL47 2025 Home Tuition Grant Scheme Special Ed
- CL48 2025 Teacher Hours Extension Scheme
- CL51 2025 Revision of Salary - Teachers
- CL55 2025 Revision of Salary School Secretary & Bus Escort
- CL56 2025 Revision of Salaries SNAs
- CL57 2025 Home Tuition Grant Scheme – Children NSP
- CL58/2025 Grant Home Tuition – Pregnancy Absence
- CL59 2025 Home Tuition Grant Scheme – Children in Care

Correspondence:

- Guidance on Industrial Action by Secretaries and Caretakers
- Senior Cycle Redevelopment Bulletin

- Revised Structure of Croke Park Hours
- Dual Union School – Awaiting Guidance

Finance:

- Susan outlined finance report to the Board.
- Approved accountant for next year.

Policies:

Susan outlined the policies outlined below to the Board;

- Admissions Policy
 - Susan outlined amendments to the policy
- Annual Admissions Notice
 - Susan outlined dates for admissions 2026/ 2027
 - Susan outlined dates for transfers 2026/ 2027
 - Lottery taking place on Friday, 24th October
- BÍ Cinealta Policy Review
 - Student friendly BÍ Cinealta Policy Review Poster and Resources outlined to the Board
 - BÍ Cinealta Policy Review
- Transition Year Plan;
 - Susan outlined TY Plan to the Board
 - Approved by the Board
- For Review this Year;
 - Positive Code of Behaviour
 - Child Protection
 - Whole School Guidance Plan
 - Digital Strategy Plan

Principals Report:

- New Board commencing 16th October
 - Patron Nominees
 - Teacher Nominees – by 15th September
 - Parent Nominees – by 15th September
 - Community Representatives – co-opted by new Board

- Delegation of Suspension to Principal
 - 3 Days – Principal
 - 5 Days – Principal & Chairperson
 - Beyond 5 Days BOM Decision and Educational Welfare Officer must be informed

- School Calendar
 - Approval of School Calendar - 166 Days
 - 3 Discretionary Days
 - 3 Reporting Periods
 - Croke Park Ratified 9th June Meeting

Building/ Facilities:

- Tutors given priority for classrooms
- New Block G in Operation
 - Awaiting WiFi Connection
 - Two Classrooms and an Additional Double Room
 - Very high quality
- Footpath – Susan updated to the Board on footpath outside school grounds
- BioCycle – Susan outlined to the Board BioCycle issues
- Susan shared classroom map with the Board

Room Rental:

- Drogheda Musical Society
- Two Nights Per Week
- Board approved

School Books Grant – Stationery:

- Susan outlined stationery students received this year as well as JC and SC digital books/ physical books
- Susan outlined admin days and support day money spent

Attendance Reports:

- Michelle outlined TESS Annual Attendance Reports to the Board

- Ciara (AP1 invited to present to Board) outlined Attendance Initiatives to the Board;
 - Attendance certificates given to students
 - Entry for a voucher
 - Awards for students at the end of the year

Learning & Teaching – Leaving Cert Results:

- Ciara outlined the Leaving Cert analysis – Compared national averages to Drogheda ETSS
- Guidance Counsellor currently gathering progression data
- No Students have requested to view scripts in the school.
- Most papers are digitised now and corrected digitally.

Staff Allocation:

- Susan outlined staff allocation for the year
- Susan outlined new staff for the year and subjects they will be teaching

Start Up:

- Susan outlined Start Up schedule to the Board
- Susan outlined Year 7 goals and main focus for the year

Back to school information:

- E-scooters and bicycles
 - Under 16 against the law
 - Over 16 dismount before entering the school grounds

Contact Persons:

- Provide information to employees who have a query in relation to the Anti-Bullying Policy

LCA Programme:

- 10 Students enrolled in Programme
- Work Experience Day: Wednesday
- Ruairi McAuley coordinating with the support of Stephen Jones as Tutor.
- Reviewed Curricular Plan with Board of Management

Roles and Responsibilities Review:

Current Roles for Assistant Principals as approved by the Board in 2024:

- Review commencing October 2025
- Working Group Formed

Critical Incident Team:

- Susan outlined the Critical Incident Team to the Board

Child Protection:

At Start Up all staff were requested to do the following:

- Read the Child Safeguarding Statement – www.droghedaetss.ie
- Complete the TUSLA E-Learning Module
- Send Susan a copy of your Certificate
- Complete the Mandated Persons School Declaration

Bullying Behaviour Update:

- Susan outlined that Board will be updated on bullying behaviour via a templated format in future as part of BiCinealta. (Template on BOM Report PowerPoint)

Agreed Dates:

- Monday 20th October 2025
- Monday 8th December 2025
- Monday 26th January 2026
- Monday 2nd March 2026
- Monday 20th April 2026
- Monday 8th June 2026
- Monday 20th April 2026

