

Coláiste na Sceilge Board of Management Meeting

held on

Thursday, 2<sup>nd</sup> June 2016

In

Coláiste na Sceilge



BORD OIDEACHAIS  
AGUS OILIÚNA CHIARRAÍ  
KERRY EDUCATION  
AND TRAINING BOARD

**In Attendance:** Mr. Liam McGill, Mr. Patrick Lyne, Ms. Cora Conway, Ms. Margaret McCormack, Ms. Maireád Ní Mhathúna, Mr. Denis Cournane.

**Apologies:** Cllr. Norma Moriarty, Ms. Bríd Moran

**In Attendance:** Mr. John O'Connor, Principal, Ms. Ann Marie Killen, Deputy Principal.

The meeting commenced at 5 o'clock

<b>Agenda Item: No. &amp; Heading</b>	<b>Decision Made</b>	<b>Action By:</b>	<b>Deadline</b>
<b>1. Welcome</b>	Mr. Liam McGill, Chairperson, welcomed members of the Board and thanked them for their support. He also welcomed Ms. Maireád Ní Mhathúna to the Board.		
<b>2. Minutes of previous BOM meeting</b>	The Minutes of the Board of Management Meeting of 14 <sup>th</sup> April 2016 were adopted having been proposed by Mr. Patrick Lyne and seconded by Mr. Denis Cournane.		
<b>3. Matters Arising</b>			
<b>4. Congratulations</b>			

<p><b>5.</b> <b>Principal's Report</b></p>	<p>Ms. Cora Conway said a letter of congratulations should be sent to first year's boys' basketball team.</p> <p>The Principal said an excellent report was received on the Incidental Inspection.</p> <p>The inspector suggested that the following were worthwhile questions to explore with classes: What is working for students in class? What might make their learning better?</p> <p>Share this with staff.</p>		
<p><b>6.</b> <b>NBSS</b></p>	<p>PBL teacher (11 hours) approved for Coláiste na Sceilge for new year. This marked an acknowledgement of the work going on in school to foster positive behaviour. What worked well were : closer monitoring, Check and Connect, preventative measures.</p> <p>PBL will Liaise with NBSS in relation to creating an action plan around positive behaviour.</p> <p>Expressions of interest for the post were circulated to staff -interviews are being organised by Kerry ETB for PBL.</p>		

<b>7. Student Care</b>	<p>Tour to France for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> years for four days.</p> <p>This was proposed by Ms. C. Conway and seconded by Mr. P. Lyne.</p> <p>Mr. L. McGill acknowledged work of French Department.</p> <p>The Principal acknowledged responsibility of the French Department and the fact that tours can be used as an incentive to encourage positive behaviour.</p>		
<b>8. Coaching/Extra-Curricular</b>	<p>The Principal said it was important to find a sustainable manner to maintain extra-curricular activities.</p> <p>Ms. C. Conway said the school needs to find long term coaches to sustain extracurricular activities.</p> <p>Ms. M. McCormack said they had to this in her school also.</p> <p>Mr. L. McGill said to put extra-curricular as an agenda item on next Board of Management meeting.</p> <p>Ms. C. Conway said players need to be registered the week we come back.</p>	<p>The Principal will link up with the basketball club and football to secure coaches. These coaches would be remunerated.</p>	
<b>9. QQI/PLC Courses for 2016/2017</b>	<p>Tourism with Business Level 5 &amp; 6 were advertised for the academic year 2016-17</p>		
<b>10.</b>			

<b>Child Protection</b>			
<b>11. Policy Review</b>			
<b>12. Anti-Bullying update</b>			
<b>13. School Maintenance Plan update</b>	Leave until the new academic year.		
<b>14. Health &amp; Safety &amp; Risk Management update</b>	Parents were contacted about following the the signage about driving onto the school grounds. The Principal wrote to Kerry County Council re signage but no reply has yet been received.		
<b>15. Financial Report</b>	<p>€78,000 for lighting under Summer Works - reference to Principal's Report.</p> <p>External lighting</p> <p>ICT infrastructure approximately €20,000</p> <p>Leaks ongoing - hope they will be sorted out in the Summer.</p> <p>Lawns - contracted out - a more practical and cost effective measure as opposed to the purchase and maintenance of a school mower.</p>		

	<p>The Principal and Mr. B. O'Shea, Caretaker, to look at maintenance needs.</p> <p>PA/Asana School of English - funds will go to ICT upgrade.</p> <p>No capitation charges in Coláiste na Sceilge.</p> <p>Way2Pay - pilot introduced at Coláiste na Sceilge starting with the collection of Transition Year and Book Scheme Rental fees</p>		
<p><b><i>Parents Council Report</i></b></p>	<p>Race Night - Approximately €7,000 raised after expenses.</p> <p>The Principal thanked Mr. P. Lyne and Mr. L. McGill.</p> <p>Mr. Patrick Lyne thanked everyone for his time on the Board of Management. He complimented the Principal on the running of the school. He also thanked Ms. Ann O'Dwyer, Education Officer, Kerry ETB.</p> <p>Mr. L. McGill, Chairperson, acknowledged Patrick's contribution to the Board of Management over the last six years and the Parents Council for nine Years. He was also thanked for his work ethic and the money he collected over the years.</p> <p>At the Student Awards Ceremony Mr Lyne was presented with an award for his contribution on the life of the school.</p>		

<b>16. Student Council Report</b>			
<b>17. Staff update</b>	Nothing to report.		
<b>18. Agreed Meeting Report</b>	Agreed meeting report. The Principal and Mr. L. McGill - will make them available on the school website.		
<b>19. AOB</b>	Ms. Maireád Ní Mhatúna - interested in Irish language and pod casts to help students with Leaving Cert. Irish.  Residential course in Ballinskelligs for first years. However, cost is proving prohibitive.		
<b>20. Date &amp; time of next meeting</b>	Board members will be emailed the five dates of the BOM Meetings. Early October is normally the date for the first Board of Management meeting for new school year.		

***This concluded the business of the meeting.***

Minutes prepared by: Mr. John O'Connor, Principal. Date: June 2016

Minutes of Appeal Meeting of 23<sup>rd</sup> May 2016: Proposed by: Mr. D. Cournane Seconded by: Mr. P. Lyne

Minutes of BOM meeting of 14<sup>th</sup> April 2016: Proposed by: Mr. P. Lyne Seconded by: Mr. D. Cournane

Signed by Chairperson \_\_\_\_\_ Date: \_\_\_\_\_