

Minutes of Coláiste na Sceilge Board of Management Meeting

held on

Wednesday, 21st December 2016

In

Coláiste na Sceilge



BORD OIDEACHAIS
AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION
AND TRAINING BOARD

In Attendance: Mr. Denis Cournane, Cllr. Damien Quigg, Mr. Liam McGill, Ms. Cora Conway, Ms. Margaret McCormack, Ms. Mary Sugrue, Cllr. Norma Moriarty.

Apologies: Ms. Maireád Mhathúna, Ms. Bríd Moaran.

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

The meeting commenced at 5 o'clock

Agenda Item: No. & Heading	Decision Made	Action By:	Deadline
1. Welcome & Congratulations	Mr. Liam McGill, Chairperson, welcomed members of the Board and thanked them for their support. Congratulations were extended by the Board of Management to Mr. Damien Foley on the birth of his son Fionn.		
2. Minutes of previous BOM meeting	The Minutes of the Board of Management meeting of 26 th October 2016 were adopted having been proposed by Mr. Denis Cournane and seconded by Ms. Mary Sugrue. Attendance at the Board of Meeting of 26 th October 2016 should include Ms. Bríd Moran and omit Mr. Denis Cournane.		

3. <i>Matters Arising</i>	Mr. John Brassil, T.D. and Mr. Brendan Griffin, T.D. acknowledge funding for safety lights and sign at top of school.	Principal to write to local Engineer to follow up.	
4. <i>Correspondence</i>	<p>The Board congratulated: Laura McCormack ,second year, on winning first prize in the Cahirciveen Credit Union Art Competition (category 11 - 13 years) Emma Crowley (Class Bríd) on winning first prize in the Special Category. Gráinne Donegan (sixth year) on winning first prize (category 14 - 17 years).</p> <p>The Board congratulated Siofra O'Shea and Rachel O'Dwyer on being members of Basketball Ireland U15 Regional team.</p> <p>Mr. Colm McEvoy, CEO, congratulated John O'Connor on achieving 6th place in Ireland with his Junior Certificate Higher Level Metalwork result. He also congratulated Mr. Pat Cronin, John's Metalwork teacher.</p> <p>Cllr. Norma Moriarty informed the Board that she has written to Minister Bruton and Mr. Robbie Gallagher requesting them to lobby for Coláiste na Sceilge to receive DEIS status. Cllr. Quigg also made representations that Coláiste na Sceilge needed DEIS status.</p>		

	<p>Laura O'Connor received an entrance scholarship to UCD and Ciara Daly received a J.P. McManus All Ireland scholarship. Congratulations were sent to these students on behalf of the Board of Management.</p>		
<p>5. <i>Principal's Report</i></p>	<p>The Principal acknowledged the work done by Mr. John Leahy, Ms. Honor Hurley and Ms. Fiona Holly with the Christmas school musical.</p>		
<p>6. <i>S.E.N. Inspection</i></p>	<p>A SEN inspection took place at Coláiste na Sceilge on 6th and 7th December 2016. Ms. Shirley Murphy complimented the SEN team. The quality of teaching ranged from good to excellent. Awaiting report. Ms. Mary Sugrue congratulated Coláiste na Sceilge on the SEN inspection.</p>		
<p>7. <i>NBSS</i></p>	<p>Thanks to the sub-committee of Board of Management - Ms. M. McCormack, Ms. Maireád Ní Mhathúna and Ms. Mary Sugrue who spoke to three students on ways to improve behaviour.</p> <p>Occupational Therapist report - looked at classroom school spaces.</p> <p>Report in January - colour, paint, graphics, modernising interior décor and seating.</p> <p>Survey students - their experience and how they could improve the school environment.</p>	<p>Mr. Liam McGill to report on progress at next meeting.</p>	

Design team to work with this data.
Student Council to re-design student spaces in the school.

Check and Connect - start in January.
Fifteen minutes a week meet with students - organisation of books and mentoring role.

Five newly trained mentors and ten from last year so fifteen mentors.

Creation of a Coláiste na Sceilge sacred space. This matter was discussed with Bishop Ray Browne, Bishop of Kerry. This would be a room with a view, a reflective and a replenishing space.

Coláiste na Sceilge sent 15 letters to students with perfect attendance as positive reinforcement for their efforts.

Every term the school runs a draw for good behaviour.

A free of charge non uniform day takes place on the last day of term to foster a positive spirit.

Cllr. D. Quigg explained that in Northern Ireland schools had Youth Wings, a dedicated social space for students.

These were attached to the school and included:

- Games room
- Healthy Tuck Shop

	<ul style="list-style-type: none"> • Youth Clubs • Common Room <p>They are run by teachers and parents</p> <p>The Youth Wing offered a Youth Club ran for different age groups:</p> <p>1 + 2yr 3 + 4yr 5 + 6yr</p> <p>Various activities are included e.g. indoor soccer competitions</p>		
<p>9. Priorities 2016/2017</p>	<p>Literacy- This target will be reviewed in early May, which marks the end of the 3 years of initiatives to increase the numbers of students reading for pleasure from 55-60%</p> <p>Numeracy to increase the problem solving ability of 1st and 2nd year students by 10% by May 2017</p> <p>Positive Behaviour- to increase student punctuality (Target to be set.)</p> <p>Teaching & Learning - IL training Battelle MS 365 Platform for sharing learning Subject Department planning Further training in early January 2017.</p> <p>Cllr. N. Moriarty asked if teachers could use Croke Park hours to access this CPD.</p>		

	<p>The Principal said teachers could.</p> <p>The SEN team attended a lot of SEN training provided by NBSS & SESS & Kerry ETB.</p>		
<p>12. School Maintenance Plan Update</p>	<p>December 6th there was a burst water main. Photos were sent to Kerry ETB. On 7th December heating pump failed.</p> <p>16th December - Summer works - work on outside and internal lighting is progressing.</p> <p>Brendan Fitzgerald Occupational Therapist with the NBSS conducted an audit of the school building. The report is to arrive in the new year.</p>		
<p>14. Financial Report</p>	<p>Finances were discussed.</p>		
<p>15. Parents Council Report</p>	<p>Parent Association emails have been arranged for the Chairperson and Secretary Minutes emailed Parent Rep names will be put on Website alongside the names of their child so that the parent body can more easily identify the parent rep. The PA will investigate the possibility of generating revenue from sponsored signs in the Basketball hall and organise a Monster Bingo. Unwanted Christmas gifts can be donated as prizes for Monster Bingo.</p>	<p>Liam McGill to add Parent Rep names to school website</p>	

	<p>16th March 2017 - Band/dance (proposed) Michael O'Shea nominated by Parents Association to join the Board of Management. This was proposed by Mr. D. Cournane and seconded by Cllr. N. Moriarty. Garda Vetting forms processed by the Principal. Awaiting clearance from Kerry ETB. January 2017 - next Parents Association meeting. The Board congratulated the Parents Association on their ideas and on all the work Ms. B. Moran is doing. He also congratulated Ms. Deirdre O'Shea, Chairperson.</p>		
<p>16. <i>Students Council Report</i></p>	Nothing to report.		
<p>17. <i>Staff Update</i></p>	Nothing to report		
<p>18. <i>Agreed Meeting Report</i></p>	The Principal and Mr. L. McGill will write up agreed meeting report.		
<p>19. <i>Any other Business</i></p>	<p>Mr. Declan Murphy, Fáilte Ireland will arrange for tutors to provide students with hospitality/front of house courses over the mid-term break. Coláiste na Sceilge hope to run a City & Guilds Culinary course in February 2017.</p> <p>Level 2 London City & Guilds - 460 hours modular: 2 - 3 evenings/week 2 x 4 hour sessions 1 x 3 hour session</p>	<p>John O'Connor will liaise with Kerry ETB to ensure our facilities are up to specification required to run these courses.</p>	

	Over 1½ years. The courses are designed to serve the needs of this tourist community.		
	Ms. M. McCormack said the care and hard work of students is commendable.		

This concluded the business of the meeting.

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

Minutes of BOM meeting of 21st December 2016: Proposed by: Seconded by:

Signed by Chairperson _____ Date: _____