

Coláiste na Sceilge Board of Management Meeting

held on

Wednesday, 26th October 2016

In

Coláiste na Sceilge



BORD OIDEACHAIS
AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION
AND TRAINING BOARD

In Attendance: Mr. Liam McGill, Ms. Cora Conway, Ms. Margaret McCormack, Ms. Maireád Ní Mhathúna, Mr. Denis Cournane, Brid Moran

Apologies: No apologies received.

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			
2. Minutes of previous BOM meeting	The Minutes of the Board of Management meeting of 2 nd June 2016 were adopted having been proposed by Ms. Mary Sugrue and seconded by Ms. Maireád Ní Mhathúna.		
3. Matters Arising	No matters arising.		
4. Correspondence	No correspondence		
5. Principal's Report	The Principals report was delivered orally by the Principal and Board members have also received a written report.		

<p>6. <i>Tours to France & Germany</i></p>	<p>A group of students and four teachers are going on a trip to France on Thursday, 27th October to Sunday, 30th October, 2016.</p> <p>A group of students and two teachers are going on a trip to the Christmas markets in Germany from 25th to 28th November 2016.</p>		
<p>7. <i>NBSS</i></p>	<p>Work with NBSS. It was agreed to create a sub-committee of Board of Management to work with students and encourage positive behaviour. Mr. Liam McGill explained his PBL duties and initiatives to promote and reward positive behaviour.</p> <ul style="list-style-type: none"> • Improve student space and make the school environment more inclusive. • There are twelve member of staff on Strategy Team. • Introduction of the Trust Pass • New observation Cards • Check & connect mentors • Get student opinion - student voice <p>The Principal commended the great job Mr. L. McGill is doing in the role and in particular his organisation of an in-house suspension. The advantages are as follows:</p> <ul style="list-style-type: none"> • Allow student to think about their behaviour • Ensures suspension is not a break 	<p>Liam to conduct an on online survey of students.</p> <p>Liam sought sub-committee members from the BOM</p> <p>PBL Lead review to make mission real</p>	

	<ul style="list-style-type: none"> • The student did school work and met the Chaplain and School Counsellor • Exit interview - Restorative Justice Think sheet <p>The Principal informed the Board that the NBSS said it is important to refresh the Mission Statement as it is at the heart of what our school is about.</p> <p>Ms. Bríd Moran complimented the system of giving life skills to students which helped them in the longer term</p> <p>Ms. Margaret McCormack commended the staff involved.</p> <p>The Principal and Deputy Principal attended an NBSS meeting and shared the learning with the PBL Teacher and Care Team and implemented an in/out list.</p> <p>Ms. Mary Sugrue complimented the school on how it looked. She said it was lovely to see the work of students displayed.</p> <p>The Principal acknowledged the bright feel to the school as a result of the lighting improvements made as a result of Summer Works.</p> <p>Ms. Mary Sugrue said Ms. Nikki Roberts, Creative Designer, did murals involving the students and recommended her for assistance with student spaces.</p>	<p>PBL to lead review of the Mission Statement with all partners</p>	
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	<p>Three Board members were chosen to form a Positive Behaviour Sub-committee of the Board of Management.</p>		
<p>8. <i>Analysis of LC & JC Examination Results</i></p>	<p>Analysis of Leaving Cert and Junior Cert results.</p> <p>The Principal informed the Board that he was still waiting an analysis of our results data from Kerry ETB. He informed the Board that the Leaving Cert results were excellent across the board and that almost all students were accepted at third level.</p> <p>He said the results were among the best the school has ever had.</p> <p>The Principal congratulated all staff involved for all their work.</p>	<p>Principal to liaise with Kerry ETB</p>	
<p>9. <i>Vetting of parents, Coaching/Extra-Curricular</i></p>	<p>Ms. B. Moran informed the Board that she has a list of five parents vetted and able to assist.</p> <p>The principal complimented the numbers of students and coaches involved in the range of extra curricular sports in the school:</p> <ul style="list-style-type: none"> Girls rugby Boys/girls football Athletics Gym open for senior students on Wednesday afternoon <p>The Principal thanked the basketball club for their great work.</p>	<p>Ms B Moran to share these with the Principal</p>	

	<p>Ms. B. Moran asked about lighting at the back of the school. The Principal said it will be upgraded shortly as part of the ongoing upgrade to lighting.</p> <p>Ms. M. Sugrue asked if a fee was charged to clubs for the use of the grounds.</p> <p>The Principal and Ms. C. Conway said it suits both that the fee is waived to support the clubs. The basketball club manage the hall from September to April and pay a fee monthly to the school.</p>		
<p>10. Way2Pay</p>	<p>The Principal said there was a significant number of parents paying on line.</p> <p>The benefits of Way2Pay include: Oversight of who has paid. Excellent receipting system. Reminders to parents if the deadline is overdue.</p> <p>Ms. B. Moran said she is delighted with Way2Pay.</p> <p>The Principal said parents have the option to pay by cash or cheque if they so wish.</p> <p>Ms. B. Moran said it is great for parents and an excellent way to pay by instalments.</p>		
<p>11. Industrial Action ASTI & TUI</p>	<p>The Principal said the school would be closed on Thursday, 27th October 2016 due to ASTI strike. He said he</p>	<p>Principal liaising with</p>	

	<p>will look at a strategy for keeping the school open for any subsequent strikes. There are fifteen ASTI member at Coláiste na Sceilge and there are thirteen in school at the moment.</p> <p>The Principal said the school will take direction from Kerry ETB.</p>	Kerry ETB on the matter	
<p>12. Post of Responsibility Review</p>	<p>The Principal said that the school was challenged in terms of management and delegation. He said the school has lost AP and Special Duties posts.</p> <p>Ms. M. Sugrue asked how this worked.</p> <p>The Principal said staff had prioritised areas already and needed to review these again.</p> <p>The principal outlined the difficulty in meeting staff given union directives.</p>		
<p>13. QQI/PLC Courses for 2016/2017</p>	<p>The Principal said there was a poor take up for PLC as a result of excellent Leaving Certificate results.</p> <p>Students attending Business with Tourism Level 5 are enjoying the course.</p> <p>The head of the training centre will run a City & Guilds Culinary Course in the Spring. It will be run in Coláiste na Sceilge for fifteen weeks.</p>		
<p>14. Annual Priorities 2016/2017</p>	<p>Refer to Principal's Report</p>		

<p>15. <i>Child Protection</i></p>			
<p>16. <i>Anti-Bullying update</i></p>			
<p>17. <i>School Maintenance Plan update</i></p>	<p>The Principal said new lighting work is being carried out in the school on a phased basis.</p> <p>Work on the Sports Hall will be carried out during the Christmas break.</p> <p>Work on the high lights and outside lights will be done soon.</p>		
<p>18. <i>Health & Safety</i></p>	<p>Lighting already referred to.</p> <p>The Principal said that lights would be on a timer.</p> <p>The Principal will talk to Electrician, about lights.</p> <p>The Principal said there was a big intake of water during the recent heavy downpours.</p>		
<p>19. <i>Financial Report</i></p>	<p>Finances were discussed</p>		
<p>20. <i>Parents Council Report</i></p>	<p>Deirdre O'Shea is the new Chairperson of the Parents Council.</p> <p>There is a large number of females on the Parents Council.</p> <p>The Parents Council are looking for a male representative on the Board of Management.</p>		

	<p>Ms. M. Sugrue suggested the Parent's Council survey families to ask for male Parent representative.</p> <p>Parents Forum members: Ms. Bríd Moran Ms. Cathy Fitzgerald Mr. Dermot Walsh</p> <p>Many parents will travel with teams but will need notice. The Parent's Council asked: Is Coláiste na Sceilge a DEIS school? DEIS status is being reviewed nationally and we will know the outcome of this in January. The Parents Council were impressed with the Parenting and Wellbeing Programmes for 1 years.</p> <p>Fundraising Planned by Parents Association - February 2017 major fundraiser around Valentine's Day. Hope to hold a school based event in mid-term. Comedy/music/dance.</p> <p>Cookery night in November with John Casey - Thanksgiving.</p> <p>Make-up night with mothers and daughters.</p> <p>Mr. L. McGill thanked the Parents Association for their support.</p>	<p>Ms. B. Moran will send in parents names.</p> <p>B Moran to provide L McGill with PA Fund raiser information & L. McGill will promote PA fundraising events on the school social media.</p> <p>Mr. L. McGill - identify teachers to assist with fundraising.</p>	
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	Dates - December/February	Principal to confirm this with Parents Association	
	Ms. B. Moran asked when 5K is on so parents can plan their events.		
21. Student Council Report	No report		
22. Staff update	No report		
23. Agreed Meeting Report	The Principal and Mr. L. McGill will agree the minutes of the Board of Management meeting for posting to the school website.	Principal & Mr L McGill to agree minutes after every meeting for posting to school website	<i>After every meeting</i>
24. AOB			
25. Date & time of next meeting	The date for the next Board of Management meeting is 5 p.m. on Wednesday, 21 st December 2016.	The Principal and Mr. L. McGill to decide on dates and circulate to the Board of Management.	

This concluded the business of the meeting.

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

Minutes of BOM meeting of 2nd June 2016: Proposed by: Ms. Mary Sugrue Seconded by: Ms. Maireád Ní Mhathúna

Signed by Chairperson _____ Date: _____

