

St. Corban's Boys National School.

Fairgreen, Naas, Co. Kildare

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Board of Management Meeting 8

Tues 15th September 2020

Agreed Report

Board of Management

The eighth meeting of the current Board of Management was held on Tues 15th September 2020.

Current Officers of the Board:

Chairperson: Johnny McMahon

Secretary: John Drewett

Treasurer: Marjorie Quinn

Health & Safety Officer: Jan O'Donoghue

Members: Robert Kennedy

Carrie-Ann Devitt

Deacon Fergal O'Neill

Linda Donnelly

Minutes of Previous Meeting

The Minutes of the meeting of Thurs 20th August 2020 were reviewed, adopted and signed.

Staff Appointments

Projected enrolment for September 2020 is 489 pupils in the school. At the moment we have 487 pupils.

We currently have 20 classroom teachers based on our pupil enrolment of 518 in September 2019.

The DES has approved 8 SNA posts to our school for the coming year.

The DES has approved 178.5 hours of Special Education Provision for this year. This is approval for 7 Special Education Teachers.

Substitutes used since last meeting on Thurs 20th August 2020.

Teachers: Chloe Mangan, Laoise Burke, Sophianne Horgan, Kevin Daly, Ruth Darcy, Laura Collier, Carmel Sumner, Jennie Broe, Mick Broderick.

SNAs: None

Laoise Burke is currently subbing for Elaine Brady who is out on sick leave. Ms Burke will cover the first part of Ms Brady's maternity leave up to Christmas 2020.

Laura Duffy is absent on sick leave for the month of September and she is being covered by Sophianne Horgan. To prevent disruption to the class to which Ms Duffy was originally assigned, we have moved her into Special Education and Ms Burke will take her class for the foreseeable future.

Child Protection

The Child Protection Oversight Report was shared by the Principal with the Board of Management. It was discussed, accepted and signed by the Chairperson.

Ms. Bonner is the Deputy Designated Liaison Person.

Mr Drewett is the Designated Liaison Person.

Child Protection Review was completed.

Child Safeguarding Statement was signed. Copy to be circulated to all staff, posted on website and displayed in the Entrance Hall.

Anti-bullying Policy Review was completed.

Finance

The school accounts were submitted, discussed and approved by the Board.

A major investment in new cleaning arrangements was approved for the coming year to mitigate the risks of Covid 19 and ensure that the school is safe for our return.

Covid 19 Distance Learning Plan

The updated COVID 19 RETURN TO SCHOOL PLAN was circulated, agreed & signed off.

A copy is in the Principal's Office and on our website.

Lead Worker Representative is Trish Ryan. Principal met with Trish to discuss any issues raised by staff. She had a few queries but all were addressed in Croke Park Days.

New Building Project

A survey of the land to the south of the school (Old Swimming Pool site) was conducted.

Teacher Leave / Absences

DES has published Information Note 08/2020 which states that they will provide a sub for one EPV day for each teacher and teachers can bank the rest for next year to a maximum of 5 days in that year.

Previously, substitute cover was not paid by the Department for the following Personal Leave absences:

- Marriage/Civil Partnership Leave
- Ordination/Profession of Immediate Family
- Conferring of Teacher/Immediate Family
- Wedding of Immediate Family/Near Relative/In-Law
- Witness in Court • Legal Separation • Candidate in Local Election
- Membership of Public Bodies

- Exam Leave
- Study Leave

For the 2020/21 school year, employers may employ a substitute teacher for the Personal Leave absences listed above. The substitute will be paid by the Department.

Circular 49/2020 covers all Covid related sick leave.

Special Leave with Pay

Special leave with pay will be granted by the employer, for those employees who have been: a) diagnosed with COVID-19 or b) recommended to self-isolate.

The employee must provide HSE/medical certification to the employer to include estimated date of fitness to return to work. Where an employee has been granted special leave with pay, the employer may appoint a substitute, paid by the Department. Special leave with pay granted by the employer will not be counted as part of the employee's Sick Leave record. Teachers must fill out the appropriate appendix from the Circular and provide medical certification to the school. All teachers have been given a copy of this circular.

A message is to be sent to all teachers explaining that they are responsible for the leave that they take and the documentation.

Living our Ethos

The Parish Team is holding Communion on Sat 26th September at 10am in CoIM and OLSD. Parents have been informed and teachers from last year will prepare the boys for the ceremony.

Policy Review

Admissions Policy for year 2021-2022 was reviewed following recommendations from the Patron. It was amended and re-submitted. The Admissions Policy was reviewed and ratified.

ICT Developments

We have begun lessons in Google Classroom for boys from 3rd to 6th class, to prepare the pupils for a group, class or school lockdown.

The staff has used 4 Croke Park Hours for CPD in Google Classroom with the PDST Facilitator Eoin Stakelum.

We have purchased an IFS for Room 19 and it has been installed.

School Self-Evaluation & School Improvement Plans -Emergency Plan - ICT Development

The school has been forced to prioritise ICT Development in the wake of the Covid Lockdown. We have been upskilling our teachers on ICT and Remote Teaching and Learning. Teachers have learned to use email to communicate with parents and pupils. We have set up Aladdin Connect and teachers have learned to use it also. They have learned to use Zoom for conferencing and Seesaw as a platform for Teaching & Learning and Assessment & Feedback. We have had to update our AUP to address these changes in

practice. We have had to prioritise ICT infrastructure in the coming year to accommodate Distance Learning.

PTA Update

PTA are preparing Goody Bags for the First Holy Communion Classes.

ISLM Team

The ISLM Team continues to meet regularly this month to plan and implement the Return to School Plan.

Croke Park Hours / Staff CPD

We used 12 Croke Park Hours on Weds 26th Aug & Thurs 27th Aug 2020 to help us prepare the school for re-opening. We are using 5 mins of Croke Park time every morning for Supervision to extend our opening time to facilitate safer access to school during Covid. We will use the rest of the time for Staff Meetings and other meetings.

Health and Safety

John Rock has updated the Risk Assessments to cater for new situations created by Covid Policies.

Maintenance

Leaking Roofs: We have contacted the DES Emergency Works section on a number of occasions over the last two months but we had not received a reply. We sent videos of the leaks in the s. The toilets in Room 14 are not usable until the leak is repaired. The other leaks continue to cause problems. We contacted a local builder to patch the leak in Room 14 on Sat 22nd August so that we can use the room. It is a temporary fix but may lead to leaks elsewhere when water builds up on the roof. On Thurs 20th August we received approval for the Emergency Works to the Flatroofs. The Chairperson is managing this project.

Room 19 renovation: Under-sink water heaters installed; new lights and heaters installed, new carpet and lino laid; room painted; furniture relocated from other rooms. Plumbing done by Trundles and electrics done by Abbey Electrical.

Driveway down to car-park needs to be repaired with tarmac.

Excel Drains had to be called on 03/09/2020 to clear the sewers again.

Roles & Responsibilities of Board Members for the coming year

The Board discussed the various roles to be undertaken by the members and examined a proposed document of roles. This will be addressed at the next meeting at the beginning of next year.

Next Meeting

Date: Tues 20th October 2020

Venue: School Room 3

Time: 7pm

