

St. Corban's Boys National School.

Fairgreen, Naas, Co. Kildare

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Board of Management Meeting 19

Tues 9th November 2021

Agreed Report

Board of Management

The nineteenth meeting of the current Board of Management was held on Tues 09th November 2021. It was held in Room 3 in the school.

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

Yvette Delaney

Minutes of Previous Meeting

The Minutes of the meeting of Tues 05 October 2021 were reviewed, adopted and signed.

The Minutes of the meeting of Thurs 14th October 2021 were reviewed, adopted and signed.

Covid 19 Distance Learning Plan

The COVID 19 RETURN TO SCHOOL PLAN was updated with amendments.

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 Training has been completed by all Staff members and all of the Board of Management. We have a register of the personnel and the training they have undergone.

COVID 19 – Return to School Plan - Updates

Addendum

CO² Monitors Plan

We received our 11 CO² Monitors in September. We issued them to all rooms for one week each, to trial them for a week over the month of October. Each class used the monitor in the classroom for a week and recorded the readings at 6 specific times each day. We used this information to ascertain which classes were most in need of monitors.

The classrooms 9 to 18 showed very high readings as these rooms have low ceilings and windows on only one side. The only way to create cross-ventilation in these rooms is to open the doors. The Prefabs with their low ceilings also showed high readings. The Classrooms 1 to 8 showed the lowest readings as these rooms have high ceilings and windows on both sides creating good cross-ventilation.

It was decided to purchase three more CO² monitors bringing the total to 14. These 14 monitors will be placed in classrooms 9 to 18 and in the prefabs. Teachers can use the monitors to identify times that the room may need to be aired to ensure good circulation of air and good ventilation by opening doors and windows. Teachers will be given the monitors to use in their classrooms from the beginning of November.

Thermometers Plan

We purchased 7 thermometers and we have shared them around the school for teachers to access them easily. The thermometers are in rooms S3, 3, 7, 11, 16, 20 & 23. Teachers have been informed of their location so that they can easily access them should they need them.

Returned Covid 19 Grants

On November 3rd 2021, we returned the unspent portion of the Covid grants that were given to the school for cleaning and PPE in the last two years.

Anti-bullying Report

Principal Drewett advised the Board that there had been no issue relating to bullying reported to him, since the last meeting on Tues 05 October 2021.

Notice that the Anti-bullying Policy Annual Review was completed has been communicated to the school community on our website.

Special Education

The DES has introduced additional Covid-targeted teaching hours to each school under a scheme called the Covid Learning and Support Scheme. We have been allocated 625 hours which equates to 25 weeks of support. We have decided to use these hours combined with our extra Learning Support Hours of 108 hrs to employ our substitute teachers (MOS, NB) as subs for the remainder of the year. Both of these teachers are happy to accept the positions and they will be offered Specific Purposes Contracts for this period.

Admissions Policy

The latest draft of the Admissions Policy has been sent to the Diocesan Office for approval.

Cleaning Staff

We have sourced a substitute cleaner to cover for our regular cleaners when they are unavailable. Her name is Elzbieta Bujak and she has been vetted through the Diocese.

ICT Developments

We are awaiting our next ICT Infrastructure Grant before we purchase more iPads or Chromebooks. We are also purchasing another set of Beebots for Infants.

We are reviewing our Digital Learning Plan which was also one of our School Improvement Plans. We have sourced Sustained Support from the PDST to help us develop ICT in Special Education and to develop our Assessment practices using ICT.

Parent Teacher Meetings

The Parent-Teacher Meetings will take place as online Zoom meetings from Mon 15th November to Fri 19th November 2021 for classes from First Class to Sixth Class. The Parent-Teacher Meetings for Junior Infants & Senior Infants will be held in January 2022. Parents have been informed through Aladdin Connect.

PTA Update

The first fundraising event will be a Christmas Card fundraiser. We have started the process and the cards will be available to purchase in December.

ISLM Team

The ISLM Team had a meeting on Weds 3rd November 2021. Orla Ahern will join the team as Coordinator of Science in the school. Caroline Kelly will take responsibility for History & Geography as well as retaining her responsibility for Religion.

We are organising all of our school policies on Google Drive to give teachers read-only access and to give relevant postholders editor access. In this way postholders can keep updating policies as they evolve and teachers will have immediate access to school policies. It was agreed that we would continue to develop on-going School Improvement Plans (Teacher Planning & Preparation; Digital Learning Plan; Student Council; English PLC; Covid 19 School Plan) and that we would begin to develop Wellbeing and Gaeilge as new SIPs through the School Self-Evaluation process.

Staff Meeting

We held an online Staff Meeting on Mon 18th October 2021 for 1.5 Croke Park Hours.

Croke Park Hours

We continue to use our Croke Park hours for morning supervision (5 mins each morning for 183 day), CPD using Education Centre webinars, Staff Meetings, Parent-Teacher Meetings and Class-level meetings. We are using 3 hours for our Parent Teacher Meetings. We had a Staff Meeting on Oct 18th 2021 for 1 hour and Staff Training on Mon 1st Nov 2021 for 1.5 hours. This training was an examination of the DES document Preparation for Teaching & Learning and a discussion on how we might modify our planning & preparation system to accommodate the new recommendations. We watched the NCCA webinar on the document. We will continue to refine our practices based on this document.

Maintenance

Alpine Alarms were called on a number of occasions to deal with issues around the intruder alarm. Some PIRs had to be replaced. We have requested a contract from John O'Shea and a logbook to record services and visits to do repairs.

The lawnmower has been repaired.

Moon Pest Control completed a quarterly inspection of the school grounds.

The sewers at the field side of the school were blocked again on Fri 5th November. Caretaker spent the evening trying to unblock it.

School Self-Evaluation

SIP 1: Teacher Planning - ongoing

SIP 2: ICT Development - ongoing

SIP 3: Covid 19 Return to School Plan – being implemented and evolving as needed.

SIP 4: Wellbeing Policy & Practices – in progress

SIP 5: Gaeilge – to be initiated

Living the Ethos

The Communion was held on Saturday 16th October 2021 at 10 am & 11:30 am in the Church of Our Lady & St David.

The proposed dates for sacraments this year are:

Confirmation: Fri 4th March 2022 at 11:30 & 13:00 in The Church of Our Lady & St David.

First Communion: Sat 21st May 2022 at 10:00 & 11:30 in The Church of the Irish Martyrs.

These have not been finalised as yet.

Staff CPD

Teachers continue to engage with the Education Centres and to upskill on ICT and other courses.

We have to complete 3 PLC Webinars for one half-day each term this year. The agreed date between the four Catholic Primary Schools is Weds 24th Nov 2021. We close between 11:30 and 11:50 with staggered collection. Teachers will have lunch from 12-12:20 and the CPD starts at 12:25 and finishes at 14:25.

Three Occupational First Responders, John Drewett, Claire Bonner & Sharon O'Brien will receive training in First Aid in St Corban's on Thurs 25th Nov, Fri 26th Nov and Mon 29th Nov 2021.

School Building Project - Update

As agreed at the last meeting, the Board sent a letter to Lynn Kelly in the DES to confirm that sufficient parking will be provided for in the new school building plans and that the school will not be using the DES owned lands for car parking once the new school has been finished.

The Patron's representative Bryan O'Reilly is preparing a letter to address the lease arrangements for the DES owned land with the DES. We are waiting for him to get back to us.

The Principal visited a newly-built 16 teacher school with the same size hall as on our plans. The presentation of the New Building Plans has been re-scheduled for Fri 12th Nov from 10:00 to 14:00. We will seek copies of the draft plans to print and examine.

Health & Safety

First Aid Courses for teachers who are trained Occupational First Responders are booked for the end of November.

Based on our research project, it has been decided to deploy the CO2 monitors in classrooms 9 to 18 and in the prefabs.

Artist in Residence

Trish Ryan's application for an artist in residence through the Blast Arts Programme for the school has been approved. We will have access to an author to work with teachers and staff on creative writing in the school in the new year. She is part-funded by Blast Arts and the school has to pay a contribution.

Secondary School Transfer

We have confirmed the boys who were in St Corban's in 4th, 5th & 6th and who have a right of priority access into Meanscoil Iognáid Rís

Cigire

Stephanie Fitzpatrick is our cigire again this year.

Substitute Teacher Crisis

It is almost impossible to source substitute teachers at the moment. We have to use SETs to cover classroom teachers who are absent and we have no cover for SETs who are absent. We are relying on the sporadic availability of Student Teachers. It is a very serious situation.

Next Meeting

Date: Tues 14th December 2021

Venue: School Room 3

Time: 7pm

Signed _____ **Date** _____

Chairperson

On behalf of the Board of Management