

St. Corban's Boys National School.

Fairgreen, Naas, Co. Kildare

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Board of Management Meeting 27

Tues 13th December 2022

Agreed Report

Board of Management

The twenty-seventh meeting of the current Board of Management was held on Tues 06 December 2022. It was held in the Staffroom 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 18th October 2022 were reviewed, adopted and signed.

Matters Arising

A sub-committee will be set up to research the School Uniform issue.

Covid Plan Update

We purchased another batch of hand-sanitiser.

We have continued with our enhanced cleaning measures with an extra cleaner coming in each morning from 10:00 to 13:00 to clean all frequent-touch surfaces, replenishing hand sanitiser holders and tissue dispensers and cleaning the toilet areas regularly each day. We contacted the FSSU to find out if we can continue with the enhanced cleaning in the second and third terms. They replied that the DES has not made a decision on that funding yet.

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. CPOR Report to be discussed and signed by the Chairperson and the Principal.

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 18th October 2022.

Admissions

We have had applications from a number of families but we did not have any places in the particular classes that they requested. We are over-subscribed in most classes.

Staffing

A new post of Assistant Principal was advertised on Nov 7 2022. The closing date for completed applications was Nov 25 2022. The Interviews were held on Dec 6 2022. The Interview Board interviewed the two applicants and recommended Linda Donnelly for the appointment to the post of AP1. The term for appeal expires on Dec 20 2022. The Board agrees to appoint Linda Donnelly to this position provided there is no appeal before Dec 20 2022.

It is extremely difficult to source substitute teachers to cover teacher leave and absences. We have tried all available options – sourcing subs online, using student teachers, using unqualified teachers and splitting classes among other classroom teachers. There have been occasions when a Special Education Teacher has had to take a class as there was no sub available to cover the absent classroom teacher. This situation is unacceptable and the DES knows that there is a problem in the system.

Health & Safety

A new jacket was purchased for the Caretaker.

Teacher EPV Days

We continue to work our way through the teacher EPV days by splitting classes.

Science Week

Science Week in the school was from Nov 14 to Nov 18. We purchased new Science equipment and supplies at a cost of €500.99.

Maths & Maths Week

A huge array of activities were organised to encourage all classes to partake in Maths Week from Oct 17 to Oct 21 2022.

We are providing concrete materials for teaching maths concepts in each class. The Board has agreed a budget for this project. We are finalising the lists of resources and the storage containers for each class.

Christmas Festivities

The pupils have decorated their classrooms and the Staff have decorated the hallways for Christmas. We will have a visit from Santa for the classes from Junior Infants to Third Class on Thurs 14th December. The Board will fund this visit.

The Parents' Association will provide a Christmas Selection Box to all pupils in the school on Fri 16th December. A local company has given us a number of hampers to give out to deserving families.

The Board agreed to fund some cakes and buns as a Christmas treat for staff.

School Calendar

The school closes for a half-day on Weds 21 December for the end of school term, as is our custom and practice. Pupils will go home between 11:30 and 11:50. Parents are given advanced notice of the early closure.

PTA Update

The Parents' Association held their first meeting on Weds 9th November 2022. A new committee was elected. They decided to organise the Christmas Card fundraiser as their first official fundraising event. They held their second meeting on Weds 7th December. They will use the funds raised to provide every child in the school with a Christmas Selection Box. The Board agreed to a request from the Parents' Association to transfer the remaining funds from the Christmas Card fundraiser to the PA account, for their future projects.

ISLM Team

We have completed our interview process for an Assistant Principal 1 post. The Board was consulted on the roles and responsibilities involved in this appointment were agreed. The Teaching Staff were already consulted and a survey was conducted. We advertised the post internally and the interviews took place on Tues 6th December 2022 in the school. The successful candidate was Linda Donnelly. All applicants have been informed and a notice posted in the staffroom. An appeal period of 10 days must be observed and if there is no appeal, Linda Donnelly will be appointed to the position of Assistant Principal 1 in St Corbans.

National Education Psychological Services

We have no designated NEPS Psychologist assigned to our school for the coming year. We have approval for 2 SCPA before Christmas and we have contacted an approved psychologist to conduct the two assessments.

Policy Development

Child Safeguarding Statement and Risk Assessment Review

Anti-bullying Policy review completed

SSE Checklist

Admissions Policy 2023-2024. Ratified and approved.

Croke Park Hours

We continue to use Croke Park Hours for CPD, Staff Meetings, Parent-Teacher Meetings and Class-level meetings. Parent-Teacher Meetings for First Class to Sixth Class took place from Mon 21st November to Fri 25th November 2022. (Except for two teachers who were out sick that week. They will do theirs before Christmas if possible)

We will use our Croke Park Hours to familiarise teachers with the LAOS document over the coming months, for ICT CPD and for SSE and policy reviews.

Maintenance

The pest control service inspection was completed Nov 17 2022 by Moone Pest Control.

Electricity Supply: We have a contract with Electric Ireland which expires on 30/04/2024.

Gas Supply: We have a contract with Bord Gáis which expires on 31/12/2022. We are exploring our options here.

A new mobile phone was purchased for the school on a two year plan at 28.91 per month. It is a Samsung A23 and came free with the package. Aladdin and Credit Card verification will be transferred to this phone. The second phone line 898325 with Eir has been cancelled as we do not use it now that we have Fibre Broadband coming into the school.

SSE & School Improvement Plans

This year we are focusing on 2 new areas for SSE & SIP as well as embedding our reviewed Digital Learning Plan.

SIP 1: Wellbeing Policy & Practices – in progress - surveys being completed.

SIP 2: Gaeilge – to be initiated, ground work being done.

SIP 3. Digital Learning Plan – reviewed and updated

We are also auditing our concrete Maths resources and purchasing new concrete materials for each class level.

We are purchasing play equipment for our yards.

We are using the DES Library Books Grant to purchase Library Books for class levels.

Living our Ethos

Confirmation Ceremony: Thurs 23rd Feb 2023 in the Church of Our Lady & St David. We will have the Bishop with us for Confirmation Ceremony. Start time of 11:30. We will celebrate a school carol service in CoIM on Mon 19 Dec at 11:00.

Staff CPD

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

We have contacted PDST for Sustained Support in PE – Gymnastics as the Cigire had mentioned this Strand during the incidental visit. The support will begin on Jan 16 2023.

We have to complete 3 webinars on the Primary Languages Curriculum over the 3 terms of this year. We completed Webinar 6 of the PLC focusing on Gaeilge on Monday 14th November and the other two webinars will be combined into one day on a day in January or February. The Board needs to approve this closure when we agree this date with the other local schools.

We will provide In-School ICT CPD to our Staff on Google Drive & Google Apps; Aladdin. IPPN membership was paid..

ICT Development

Linda Donnelly has taken over responsibility for ICT Development again. We are focusing on developing our new website over the coming months.

We have replaced an IFS in Room 16 with a new one as it was defective. This screen is covered by warranty.

School Building Project Update

We have received a letter from Kildare County Council granting Planning Permission for the new School Building on 29/11/2022.

The lease agreement for the Swimming Pool site is being drawn up.

Admissions Policy 2023-2024

We have amended our Admissions Policy with the appropriate dates for publishing our Admissions Notice (Jan 05 2023) and the dates of the application period. The DES has reduced the Pupil-Teacher ratio to 24:1 for the 2022-2023 school year. The Board has decided to reduce our Pupil-Teacher Ratio to 26:1 in St Corban's so our intake of Junior Infants will be 52 pupils for the 2023-2024 school year.

We have received approval from the Patron but are awaiting updates on possible reconfiguration.

We have also added the following section to our Admissions Policy as directed by the DES and the Patron Body.

St Corban's BNS will cooperate with the National Council for Special Education in the performance by the Council of its functions under the Education for Persons with Special Educational Needs Act 2004 relating to the provision of education to children with special educational needs, including in particular by the provision and operation of a special class or classes when requested to do so by the Council.

St Corban's BNS will comply with any direction served on the patron or the board, as the case may be, under section 37A and any direction served on the board under section 67(4B) of the Education Act.

Finances

The Treasurer presented the balances on the Board's accounts as at 12/12/2022.

The Board adopted the Treasurer's Report.

We have received once-off cost of living measure to support increased school running costs as per Circular 0077/2022. This will be used to cover increases in school running costs from the cost of living increases.

We need to factor in upcoming expenses such as the increased cost of gas & electricity, increase cost of insurance, increase to the minimum wage.

Next Meeting

Date: Weds 15th February 2022

Venue: School Staffroom

Time: 7pm