**Agreed Report of Scoil Mhuire Board of Management Meeting**

**Tuesday 13 October 2020 at 7.00pm**

Attendance: A. Breen (Chairperson); J. Butler; F. Foley; S. Glascott; C. Jensen;M. O’Brien; M. Sullivan; M. O’Keeffe (Secretary).

Apologies: M. Hahessy.

The Chairperson opened the meeting with a prayer.

**Minutes & Matters Arising**

Minutes of the meeting of 24 August 2020 were considered, proposed by C. Jensen, seconded by M. Sullivan and adopted.

**Matters Arising: The following items were discussed**

* School Payments
* Covid Response Plan

**Correspondence**

* An overview of Department of Education & Skills and JMB correspondence was emailed to Board members.
* Transition Year proposal to fundraise through a sleep-out for the Fr. Peter McVerry Trust is postponed until public health conditions permit.

**Finance**

Final school accounts for the 2019-2020 school year are being prepared.

**Covid Response**

The staff of the school is commended on the great effort that has been made in reopening the school. The changed work environment has been very taxing for all and the commitment and hard work of staff is appreciated.

**Staffing and Retirements**

Retirement gifts for Mr. B. O’Dwyer and Mrs. M. Twohig were agreed.

The Board approved the advertising of an Assistant Principal I vacancy when DES confirms the school’s allocation for 2020-2021. Nominees for Independent Chairperson of the selection committee were ratified.

**Admissions 2021-2022**

It is not possible to hold an Open Evening this year. A video is in preparation for the school website. All primary schools have received Application Forms and letters for parents directing them to the website.

**Child Protection/ CPOR**

There were no referrals to TUSLA since the last meeting of the Board of Management.

**Data Protection Policy**

Adoption of the revised Data Protection and Records Retention Policy was agreed.

**Principal’s Report 13 October 2020.**

* An overview of enrolment in each year group was given.
* The return to school took place smoothly during the last week in August. Great credit is due to staff and students for their efforts in maintaining physical distance and observing all of the necessary hygiene protocols. There has been no contact from HSE to date regarding close-contact tracing or an active case in the school.
* The Covid Response Committee has met twice since August. Procedures and systems outlined in the Response Plan appear to be working well. The Lead Worker Representative continues to monitor implementation and liaise with senior management on behalf of the entire staff.
* Transition Year students had an Outdoor Education day at Ballyhass Adventure Centre in Mallow on 07 September. A great day was had by all. Trips will be curtailed this year due to the extra cost of social distancing on transport and the public health restrictions.
* Niamh Murray, DES Inspector spoke with the Principal & Deputy Principal on the Reopening of Schools 2020. Covid Inspections may take place this term – 20 pilot schools have already been inspected.
* Transition Year Work Experience is continuing despite Covid-19. The majority of TY students have secured employment every Monday. We are very grateful to the employers who have given them this wonderful experience at a challenging time. Those students unable to secure a placement are working to ‘beautify’ the school every each week.
* The Scoil Mhuire community congratulates Sam Bennett on his magnificent performance in the Tour de France 2020, taking home the Green Jersey.
* As part of Languages Week, TY students had a trip to the cinema in Dungarvan on 22 September to view French and German language films. Thanks to their teachers for providing this opportunity.
* Mercy Day on 24 September was marked with a prayer service on Zoom
* Mrs. Margaret Twohig officially retired on 01 October 2020. We thank her for her service to the girls of Carrick on Suir and surrounds and wish her every blessing for a happy retirement.
* The Parents’ Council met remotely on 29 September and discussed planning for the coming year; fundraising possibilities; the Return to School; PE Uniform and possible speakers for the Parents’ AGM. Their preferred topic is ‘Helping your Child with Anxiety’ and planning is underway for a webinar with an experienced presenter on the topic.
* The Third Year Parent Teacher Meeting was due to take place on 12 October. An online substitute is not possible for logistical and privacy reasons. All Third Year teachers are preparing a written report that parents will access through the VSWare system.
* Parent Elections for the Board of Management 2020-2023 are complete and nominees will be ratified by CEIST. Sincere thanks to all who accepted their nomination as candidates. Teacher nominees will be proposed by the teaching staff on 14 October.
* Admissions 2021-2022: The Application Form and Admissions Policy are available on the school website.
* Fire Drill took place on 13 October 2020.

**Planning for 2020-2021**

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| **Digital Literacy** | Students with Special Educational Needs who use technology will be supported by Resource Teachers and our SNA to further develop their skills.  Laptop devices have been ordered for staff to upgrade the IT infrastructure in the school. The existing devices will become available for student use should schools close again.  The digital projector infrastructure will be upgraded to accommodate wireless presentation in class. This should enhance teaching and learning and reduce workplace stress for staff.  The PDST Technology in Education Adviser Kieran Gallagher will work with a small team to progress Digital Literacy in the school over the coming year. |
| **Student & Staff Wellbeing** | Parents’ Council focus on Student Wellbeing for AGM  Staff Wellbeing Committee being formed at present.  400 hours of Wellbeing has been implemented at Junior Cycle in line with DES requirements.  The Wellbeing Teacher Leader is co-ordinating Wellbeing promotion during Pastoral Care each week.  The Whole-School Guidance Plan will be reviewed and updated this year. |
| **Code of Behaviour** | The Code of Behaviour is due for Review. This will commence following the November Break and include all education partners. |
| **Special Educational Needs** | Training for staff on educational testing is being sourced through Waterford Teachers’ Centre. A draft Statement of SEN Roles & Responsibilities will be presented at the next Board meeting. |
| **Building & Plant** | Reconfiguration of the Art Room and resurfacing of the Basketball Courts are priorities in the current school year. |
| **Green Schools** | The focus of effort this year will be ‘Energy’ and looking at ways to reduce Scoil Mhuire’s energy footprint. |