

## **Knocknacarra Educate Together NS**

### **Board of Management Meeting**

**7<sup>th</sup> March 2018, 20.00**

**Present:** Louise Shields (chairperson and patron nominee), Maggie Hall (patron nominee), Lynn Morgans (female parent nominee nominee), Waqas Khawaja (male parent nominee), Áine Ní Chuinneagáin (teacher nominee) and Matt Wallen (principal and secretary)

**Apologies:** Elaine Keane (community nominee) and Paul Adams (community nominee)

Louise chaired the meeting.

### **November Minutes**

The minutes from January were agreed.

### **Principal's Report**

#### **Enrolment**

- There are currently 102 pupils enrolled. The new class of junior infants has been filled. A waiting list has been created.

#### **Staffing**

- Our appeal regarding our special education allocation has been denied.
- We will apply for one developing post for next year.
- Lucía Atencia will be working in the school for 3 weeks after the Spring Break in a variety of support capacities in all the classes. This is using additional support teaching hours granted to the school because of the developing school post.

#### **Attendance**

- Illness continues to affect negatively attendance. Three children have been absent for more than 20 days. 18 children have perfect attendance so far this year. The attendance year-to-date is at 94.5%.

#### **Building Concerns**

- Two individuals have expressed interest in running a preschool in the new location and have written to the Board.
- Second Class wrote letters to the Board indicating their personal priorities for improving our new premises.

#### **Curriculum Development**

- The SPHE (Social, Personal and Health Education) curriculum plan is ready for consideration by the Board.
- A Digital Learning Plan has been drafted. It will be considered by the staff and then presented to the Board before the next meeting.
- It is hoped that the Learn Together and PE curriculum plans will be drafted before the end of the school year.

#### **Policies**

- A Child Safeguarding Statement has been completed and is ready for ratification.
- A new Garda Vetting Policy, based on the procedures in the old Child Protection Policy, is ready for ratification.
- A revised Data Protection Policy that fulfils the General Data Protection Regulation (GDPR) requirements is ready for consideration by the Board.

#### **Misc. Events/Information**

- Tatiana Dobos, a ceramic artist, worked with all the children in the school on a project on two occasions including this week.
- Franziska and Sara are making many positive contributions to our school community during their work placements. A secondary student has completed a week-long work placement in the school.
- Vivienne has been attending many professional development experiences related to her leadership of the Active School Flag Committee. Matt joined her on two occasions this year. The whole school has begun to implement several new initiatives related to staying active. We will prioritise the drafting of the PE Curriculum Plan as part of the process.
- It has been decided that Matt will take responsibility for leading the Green Flag programme. Áine will lead work regarding the Gaelbhreach.
- It is envisioned that Irish classes for parents will begin in the final term of the year.
- Several events are organised for Seachtain na Gaeilge including a Tráth na gCeist, a special assembly and a visit from author Caitríona Hastings.

- A variety of afterschool clubs continue (music/drama, chess/draughts, athletics and GAA skills). A new series of activities will take place in the final term including the return of basketball for both infants and older classes.
- Work has begun on preparing for the Spring Fair. Raffle prizes are required as soon as possible.
- The school participated in Amnesty International's Friendship Week, and the lessons were very successful.
- Bricí Spraoi (the Imagination Playground) will be a part of the Spring Fair, and they will be in the school for the following week, thanks to the support of the PTA.
- Several staff members have attended professional development experiences from the Special Education Support Service.
- The school will be closed on the 27<sup>th</sup> April to facilitate in-service training related to the New Primary Language Curriculum.
- The school was closed for a half-day professional development session related to the new child protection guidelines on the 23<sup>rd</sup> February. Louise and Matt attended training regarding the new procedures. A second half-day closure will take place on Thursday, 26<sup>th</sup> April for additional training for staff members.
- 1<sup>st</sup> and 2<sup>nd</sup> Classes will be attending an event at Charlie Byrne's as part of World Book Day.
- 1<sup>st</sup> and 2<sup>nd</sup> Classes will begin swimming after Easter for 8 sessions.
- Letters regarding the voluntary contribution will be distributed.

### **Financial Report**

Budget targets are being met. Some spending plans are on hold until we have relocated. The accounts for 2016-2017 are in the process of certification. In order to comply with new requirements, this fiscal year will be 14 months long, ending in August 2018.

### **PTA Report**

The Spring Fair preparations are underway and will take place.

### **Building Report**

We continue to await a formal response from the Department of Education and Skills regarding our relocation. It appears likely that we will remain in our present location for the balance of this school year. We hope to receive information about our relocation, including a timeframe, in the coming weeks. The Board is actively liaising with both Educate Together and the Department to get this information as soon as possible. Once plans for our relocation are confirmed, we will communicate them as soon as possible.

### **Child Safeguarding Statement and the Garda Vetting Policy**

In line with new Children First Guidelines, and based on the training received by the Louise and Matt, the staff drew up the Statement and the Risk Assessment. This replaces the Child Protection Policy, and a new Garda Vetting Policy is completed. The Board ratified the statement after agreeing minor changes.

### **Data Protection Policy**

A revised Data Management and Data Protection Policy was ratified by the Board that fulfils requirements for the General Data Protection Regulation (GDPR).

### **SPHE Curriculum Plan**

The Board reviewed and ratified the Social, Personal and Health Education Curriculum Plan that was drafted by the staff.