

**Knocknacarra Educate Together NS**  
**Board of Management Meeting**  
**13<sup>th</sup> May 2024, 19.00**

**Present:** Paul Adams (chairperson), Jennifer Noonan, Ali Donald, Emily King, Catherine Emerson and Matt Wallen (secretary)

**Apologies:** Sarah Gundy and Margaret Wright  
Paul chaired the meeting.

**April Minutes**

The minutes from the April meeting were approved.

**Principal's Report**

**Enrolment**

- There are currently 210 pupils enrolled in eight classes.
- 25 children have accepted places for Junior Infants. A small waiting list remains.

**Attendance**

- The attendance percentage year-to-date is 91.8%, showing a small increase since last month. Three more children, making a total of 33 children have missed more than 20 days, which we are obligated to report to Túsla.

**Staffing**

- Consultation regarding class allocation will take place soon.

**Health and Safety**

- The Health and Safety Statement will be reviewed before the next meeting.

**Curriculum Development**

- A revised English Plan and Handwriting Policy is nearly ready for consideration by the Board at the next meeting.
- The staff have approved the School Self-Evaluation Report on Wellbeing, and it is now ready for consideration by the Board. The staff began a process of considering targets for a School Improvement Plan. The Improvement Plan will be completed in early September and will be implemented from 2024-2026.

**Policies**

- The annual review of the Health and Safety Statement will be completed before the next Board meeting.
- The Data Management and Data Protection Policy will also be reviewed at the next Board meeting.
- Three policies related to the staff will be reviewed early in the new academic year: Staff Induction, Continuing Professional Development and Extra Personal Vacation (EPV) Days.

**Building**

- A contract has been signed for the installation of the photovoltaic panels. We received 85% of the grant from the Department. We expect that the installation will happen soon, before the end of May.
- The storeroom has been refitted to accommodate the hot meals programme. It is generally working well.

**Misc. Events/Information**

- Our application for the Gaelbhratach was submitted, and the staff created a very nice video showing evidence of all the various initiatives in place in the school related to promoting Irish. A small group of children from the committee will attend an award ceremony later this month.
- The Spring Fair will take place on Saturday. All are welcome, and we are particularly looking for volunteers to support the event.
- The School Choir will participate in a choir event with three other schools that we are coordinating at St Nicholas Church on Friday. We expect about 180 children to participate in the workshop and mini-concert.
- A group of boys will be participating in a Cumann na mBunscol Gaelic Football tournament on Thursday in Mervue. We are awaiting to hear details regarding a tournament for girls.
- The 6<sup>th</sup> Class will perform their play Twelfth Night this week with two dress rehearsals for the other classes and a performance for parents on Wednesday.
- The special technology grant we received has been fully spent, and classes and staff members are exploring how to use the various programming and robotics resources.

---

Signature

---

Date

- The Green School Committee is marking Bike Week to encourage as many children and staff to come to school using active transport. There will be lessons on bike safety, a helmet design competition and a “bike disco” later in the week.
- Matt and Margaret attended the Educate Together AGM this past week. Thank you to Margaret for representing the Board and school.
- Swimming lessons are underway and will finish in a couple of weeks.
- We continue to have Gaelic football lessons with Mark from Salthill-Knocknacarra GAA Club.
- We are awaiting to hear from the President, Michael D Higgins, regarding his attendance at the 10<sup>th</sup> Anniversary Assembly and hope to schedule it as soon as possible.
- All school tours are scheduled, mostly in class pairings.
- The Sports Day will take place on Friday, 7<sup>th</sup> June at the school.
- Standardised testing in spellings, Irish, English and maths has begun and will be completed this month.
- Dr Siobhán O’Higgins is leading Relationships and Sexuality Education sessions with 5<sup>th</sup> Class and provided an information sessions for parents.

### **Financial Report**

- Budget revisions are required due to a reduction in expected income from the Department. The book grant we will receive has been reduced by 17%. We budgeted for a much higher ancillary grant, based on what schools had previously received where secretaries were paid directly by the Department. We have now discovered we will receive much less than anticipated. The Board discussed that while rental income was up, there would need to be cuts in spending to compensate. It was agreed that we will underspend in two areas compared to our planned budget, classroom books and minor works.
- In light of the reduction in the books grant, it was agreed to increase from €20 to €35 the amount for school expenses next year per child to compensate for the reduction in the grant as all the savings of the previous grant had been passed on to parents.

### **Educate Together AGM Report**

Matt reported on the AGM, sharing the results of the voting on motions. Thanks to Margaret who represented the Board at the AGM.

### **Calendar**

The board approved the draft 2024-2025 academic calendar. It will be circulated to parents.

### **School Self-Evaluation Report**

The Board discussed the School Self-Evaluation Report on Wellbeing and ratified it. It will be shared with the entire school community. The staff has begun working on implementation of the report’s recommendations, and a school improvement plan will be written in the early part of the new academic year. It was suggested that JIGSAW could provide workshops for positive relationships as well as anti-bullying.

---

Signature

---

Date