**Agreed Report**

**Board of Management meeting 04/02/21**

The meeting opened with a short prayer. Apologies were noted. Eight people attended the meeting.

The agenda was proposed and seconded.

The minutes of the previous meeting were proposed and seconded.

In the matters arising the incident relating to the “visit” of students to the home of teachers in November, was revisited. There were items of correspondence relating to this incident including letters of appeal from parents relating to the suspension.

This discussion led to further discussion relating to the Code of Behaviour and to the suitability of our current GDPR and Data Protection procedures. It was decided to put GDPR on the agenda of the next meeting.

Correspondence: It is the time of the year when staff can apply for career breaks, job shares and secondments. The Board decided that in the interest of the school and in the interest of the parties’ work/life balance that all requests would be met on condition that applications have been made on the correct forms. There will be one teacher on career break, one on secondment, eight teachers on job share and three SNA’s on jobsharer.

A letter was received from Br. Ben Hanlon in relation to a sum of money on the school balance sheet. The congregation have generously agreed to write a large sum off the balance sheet. This sum of money relates to developments the Brothers have funded in the school and the work they have done in the school down through the years. For example, Brother Tim (who will celebrate his birthday this month) has worked tirelessly on behalf of the school since the mid-sixties. The board formally acknowledged the contribution of the brothers to the school in the past and their continued efforts on behalf of the school. We are very fortunate to have five brothers in residence in the school.

The Board began considering the action plan for the 2020-2022 term. It decided to prioritise the following, subject to examination in the context of the school plan.

1. Teaching and Learning
2. Policy review and development
3. Wellness and wellbeing
4. Financial review and the implementation of the advice from the FFSU to the previous board, (see section on Finance)
5. Continue the development of the school in terms of our recently approved additional accommodation and the development of our ASD special class.

In the policy section of the meeting, the Code of Behaviour was once again under discussion. The board decided there is need to make minor changes to the document. These will be made and the edited policy made available to stakeholders for agreement. It was also decided as it is such a large document to separate it into a Code of Behaviour and a Suspension and Expulsion Policy.

The other policies on the agenda had been circulated to Board members. These will be sent to stakeholders in an attempt to have them ratified. These include a Fundraising Policy, a Subject Level Policy and a Subject Change Policy.

Mention was made of a Data Protection Policy which will be addressed at the next meeting.

The finance subcommittee met before the meeting. At this meeting the current situation, was discussed as was the report from the FFSU in the recent past. The general meeting was in agreement that most of the suggestions by the FSSU have been taken in hand by the previous Board.

The accounts were discussed and agreed..

NW Requested a breakdown of projected cash flow for the remainder of the year which CA agreed to provide.

As the school is working remotely the principal’s report is slightly different to normal. The daily schedules were available for examination. There are a couple of parental correspondences hanging over from before Christmas that will need to be addressed on return to school. These will be addressed when school commences on site.

A survey was recently shared with a random sample of the parents relating to the schools remote learning and teaching efforts. The majority of respondents were extremely happy with the school’s efforts. Parents in the main are happy with communications from the school and are happy to be given reports on non-engagement.

The principal took the opportunity to commend the excellent work teachers are doing on behalf of the students and their families. Having joined twelve classes during the week he was extremely complimentary of the pedagogical skills, ICT skills, positive relationships on show and the level of pastoral care on show in all the classes. He also would like to thank the teachers who invited him into their classrooms.

The board also would like to record their appreciation to all the staff for their ongoing commitment to the students and the school during the current lockdown.

It was noted that the majority of both staff and students are working extremely hard and are coming under stress. There are some issues relating to devices. The school is supplying device to those who request them. In an attempt to improve the teaching element the school has purchased 5 new devices that have more capabilities than a standard laptop. These are currently being trialled by five teachers with good ICT skills.

Transition Year and Leaving Certificate Applied applications have been collected in the past few weeks. They will be processed and the selection of suitable applicants will be made in the next few days.

In the Child Protection oversight report the principal reported that as DLP he contacted Tusla in relation to a question regarding custodial access to student information. It didn’t amount to a report. There were no issues of bullying reported.

In the building update it was reported that the planning application has been submitted for the additional accommodation project agreed by the previous board. The signs will be erected at the school entrances in the next few days. We have also been in discussion with the architects in relation to the development of our ASD special class. We hope to commence this project in the next few weeks when people are allowed back on site.

There was insufficient time to address AOB. The items will be put on the agenda of the next meeting.

The next meeting will be held on 18/03/21.