

St. Patricks Infants National School
Gardiners Hill
Cork



Scoil Phadraig Naofa
Naionain
Cnoc Ghairdinéir
Corcaigh

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MINUTES OF BOARD OF MANAGEMENT MEETING

DATE OF MEETING:	8 November, 2021
TIME OF MEETING:	6.30pm
VENUE:	Google Meet

BOARD MEMBERS		PRESENT	APOLOGIES
Chairperson	Fiachra O Suilleabhain	X	
Secretary	Anne O' Connell	X	
Treasurer/ Parents Nominee:	Andrea Hanover		X
Community Nominee	Carol O'Hea	X	
Patrons Nominee	Stephen Moroney	X	
Teachers Nominee	Cian Cadogan	X	
Community Nominee	Lisa Calnan		X
Parents Nominee			
<i>The above listed act as a corporate body</i>			

AGENDA ITEM	DECISION/ ACTION	BY:
Video Meeting Ground Rules	<ul style="list-style-type: none"> • Today's meeting is being held in accordance with section 13.3 of the Governance Manual for Primary Schools 2019-2023 which provides for the use of a "conference call" to facilitate a Board Meeting in some limited circumstances. • No electronic recordings of the meeting are permitted • Each board member to confirm they are participating in the meeting on their own, without the possibility of being over-heard or recorded 	Chairperson

	<ul style="list-style-type: none"> • Board members asked to observe the usual protocol of contributing formally, through the Chair to allow one voice be heard at a time • Board must remain quorate throughout the meeting. • If a Board member leaves or loses signal the meeting will pause with immediate effect until all members can rejoin. • Remote meetings will only deal with urgent or pressing matters. 	
Opening Prayer/ Reflection	<p>We seek blessings on the tasks before us, Bless our efforts with clear insight, our deliberations with wisdom, our work, with clarity and accuracy, and our decisions with impartiality.</p> <ul style="list-style-type: none"> • Congratulations to Mary Claire Hogan on her 20th Anniversary in our school • Ongoing support and prayers to all our Staff members as they care for family relatives who are Covid positive. 	Chairperson
Confidentiality	Board members reminded all matters discussed are confidential as per Section 8 of The Governance Manual	Chairperson
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Minutes shared electronically at the start of the meeting • Minutes proposed by and to be signed by: Stephen Moroney • Minutes seconded by and to be signed by: Carol O Hea • Minutes adopted by and to be signed Fíachra O Súilleabhain, Chair • Electronic sharing of the minutes removed again 	Chairperson
Matters Arising from Previous Meeting	<ul style="list-style-type: none"> • A new Male parent nominee is to be elected • 	Chairperson
Correspondence	<p><u>FOR INFORMATION:</u></p> <ul style="list-style-type: none"> • DE Covid procedures remaining in place - 5 Air Monitors arrived today • Lord Mayor's Virtual School Visit, October 22 via You Tube <p><u>FOR DISCUSSION:</u></p> <ul style="list-style-type: none"> • A Campus maintenance plan needs to be coordinated - to be discussed at Campus Principals Meeting - Wed 10th Nov 	Chairperson

Finance	<ul style="list-style-type: none">● Covid 19 funding @rate of 21/pupil mainstream and 25.67/pupil special class for enhanced cleaning and 20/pupil mainstream, 80/pupil special class for PPE. It is noted that 'schools may utilise funding across the range of grants to ensure adequate cash flow at certain times'● Finance Committee to look at bank balances and advice● Following recent FSSU training we need to note the direction that 'schools cannot budget for a deficit' and we are dangerously close to being in deficit! If this occurs the Patron must be informed immediately.	Treasurer
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Principal's Report	<p style="text-align: center;"><u>SCHOOL DEVELOPMENT and SELF EVALUATION - LITERACY/NUMERACY/ SPHE/ DEIS PLAN:</u></p> <ul style="list-style-type: none"> ● The regular Covid Team, ISM and Staff meetings are continuing face to face in Halla at safe distances. Anne to ensure Staff are ok with face to face meetings and if not facilitate attendance via Zoom. ● After School service - Only a few parents in some rooms requested the service and until the restrictions are lifted re mixing pods this cannot go ahead ● Una Kingston remains on as our School Inspector for this year. ● Congratulations to Laura Kenna on achieving 2 ETwinning awards completed last year. Junior Infants Group for StoryTelling across Europe and Senior Infants Group for Biodiversity with schools from Europe and USA. Laura is also requesting that she initiate a Twitter page for our school. Does the Board approve and if so who will monitor and post to it? BOM requests a full proposal with details on Security, who can post? What content? To be reviewed yearly. ● A new Composting system is being developed ● Set routes for various Learning Trails around our campus using fixed wall frames are being developed - check with HSCL? ● Flow Diagrams for Planning were also discussed and class groupings are to discuss same and feedback to the ISM ● Class groups are also to discuss Play Based Learning as a Methodology thinking about our own personal practice - feedback to ISM ● P/T meetings after Halloween via Aladdin and phoning. ● Children and Adults dressed up for Halloween ● School Promotion - volunteers requested to put up posters around the neighbourhood. Enrolment Sign on gate needs upgrading. Congratulations to Mary Claire Hogan on making the media contact which resulted in our front page coverage of our trip to Farran Woods on the Examiner and also the Echo. Laura Kenna is to follow up on this and also had an excellent page about our school in Mayfield Matters. The Campus Promotion Committee has restarted ● PDST support to be requested in preparing our DEIS plan in Numeracy, Wellbeing and Literacy ● Other schools are noticing and complimenting us on our Facebook Page - well done all ● CANVA graphic programme will be acquired at no cost as we have a Charity number - this is the programme/App Mary Claire is using for Facebook ● As part of our WellBeing Plan - DEIS we are currently establishing a Staff Pastoral Care Team. The Board acknowledges the many stresses Staff are presently working under and full support such a development. <p><u>HSCL</u></p> <ul style="list-style-type: none"> ● EAL and other classes for Parents to start once restrictions are 	Principal
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lifted

- Focus on transition into Infants and Seniors to First. Shortfall has been identified in the transition from Juniors to Seniors. Parent/Teacher meetings held in early November to begin rectifying this.
- Internet safety to be addressed

SCP

- The service is continuing to work

- BULLYING
Nothing to report

STAFF - APPOINTMENTS/TRAINING/ DEVELOPMENT/ NEEDS

- Leargas Innovative Learning Awards - Nov 11 - if any Board member wishes to attend please contact Laura Kenna, EAL for the link. We have received 2 awards and Plaque will be placed near the front door. Congratulations on the same as there was a huge workload involved.
- EAL post retention application made successfully and additional post refused.
- Gabi Beuchert retired Teacher and Art Therapist employed under the CLASS scheme (100 hours) and working every Tuesday with children, classes, Staff and Parents on a specific programme to enhance well being and learning for all.

ATTENDANCE OF PUPILS (NEWB)

- Pupil enrolment of September 30 - 96. Due to the Budget readjustment by 1 point to the PTR scale we will retain our current class posts
- Admissions opened on October 1 for 22/23. Offers will be sent out on Nov 22.

HOLIDAYS AND CLOSURES

- Thursday 11th November, early closing 11.30am to facilitate Primary Language training. Boys and Girls also closing

REPAIRS/MAINTENANCE/BUILDING DEVELOPMENT

HEALTH & SAFETY

	<ul style="list-style-type: none"> ● Permission to Administer medicine granted to those Parents who applied: ● Oct 4 - after water leak upstairs Rooms 19 and 20 were relocated to the main corridor pending Health and Safety checks and drying out. Insurance company has been informed, the Loss Adjuster advised to repair asap. Room 20 is back but Room 19 remains in the room off the Halla and in the Halla as the damage is so extensive. ● Electrician checked the rooms. Repairs were more extensive as lighting is now out of date and new LED panels were installed. As ceiling tiles were removed more water fell as they had soaked and retained a lot of water. The new multi sensory room has to be fully refurbished. The Engineer who is overseeing the repair of the PreSchool is also overseeing the refurbishment of Room 19 and the Multi Sensory Room. ● Room 19 will be stripped, painted, ceiling tiles replaced and deep cleaned over Halloween break. Awaiting new resources, ICT equipment and phone/intercom replacement. Multi sensory room likewise - new flooring, wall padding required and painting ● Unexpected Fire Drill on Oct 14 when alarm read fire outside room 10. Fault reported but all pupils exited safely and successfully. ● We are applying for our own Eircode in the hope of not 'losing' any more post or deliveries! <p><u>SCHOOL ACTIVITIES - TOURS/ TRIPS/EVENTS/ ACTIVITIES VISITORS</u></p> <ul style="list-style-type: none"> ● Senior Infants attended the Glucksman on Oct 19 and 20 ● All Juniors visited the Boys School Grounds ● All classes have been exploring the neighbourhood ● All classes except EIC went to Farran Woods on Nov. 4 	
Child Protection	<ul style="list-style-type: none"> ● Child Protection Checklist. Safeguarding statement to be posted outside the door with DLP/DDLP details as parents are not in the building. Parents to be notified via Aladdin/Text immediately. Feedback from Parents and Pupils to be sought immediately. ● BOM undertook Stay Safe training on Oct 22 	Principal
Policies:	<ul style="list-style-type: none"> ● Need to review the Anti Bullying policies, their implementation and communication to the broader school community - Circular 32/21 	Chairperson

	<ul style="list-style-type: none"> ● Ratification of ASD classes admission policy - subject to clarification with the SENO ● Critical Incident Policy to be updated ● Our Communications Policy also needs updating ● Mary Claire Hogan and SET team are presently working on the SEN policy update 	
Sub Committee Activities Garden/ School Grounds:		Principal
Parents Association Activities	<ul style="list-style-type: none"> ● A Male Parent Nominee has volunteered and will be elected at the PA AGM ● The PA AGM to be organised via Zoom asap for 10am on a school day. 	Principal
AOB:	<u>INFORMATION BROUGHT TO THE BOARDS ATTENTION:</u> <u>TABLED FOR DISCUSSION AT NEXT MEETING</u>	Chairperson
Agreed Report	<ul style="list-style-type: none"> ● Items for inclusion agreed. To be drafted by Principal & Chairperson and posted on school website 	Principal
Next Meeting: Date Time Venue	<p>December 20, 2021, Face to Face for Oversight Report only.</p> <p>Monday, January 17, 2022.</p>	

FOR NEXT MEETING: REVIEW AND ADOPTION OF THESE MINUTES:

PROPOSED BY: _____
Print Name
Signature

SECONDED BY: _____
Print Name
Signature

CHAIRPERSON SIGNATURE : _____