

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 Parents/Guardians Report

DATE OF MEETING:	January 30, 2023
TIME OF MEETING:	7.00pm
VENUE:	Staff Room

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	Michael Buckler	X	
<i>The above listed act as a corporate body</i>			

AGENDA ITEM	DECISION/ ACTION	BY:
	<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 • 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. 	Chairperson

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"> • Our condolences to John Mac Carthy on the passing of his wife Lisa, Parents of one of our Junior Infants 	Chairperson
Confidentiality	Board members reminded all matters discussed are confidential as per Section 8 of The Governance Manual	Chairperson
Minutes of Previous Meetings	<ul style="list-style-type: none"> • Minutes forwarded a week in advance • Minutes proposed by, and signed by: Cian Cadogan • Minutes seconded by, and signed by: Andrea Hanover • Minutes adopted by and signed by Stephen Moroney, Acting Chairperson 	Chairperson
Matters Arising from Previous Meetings	<ul style="list-style-type: none"> • €500 to be transferred to PA - waiting on PA bank details 	Chairperson
Correspondence	<p><u>FOR INFORMATION:</u></p> <ul style="list-style-type: none"> • Standardisation of School Years 23 - 26 circular. Infants outlining next year's calendar for Campus - opening August 31. Circulate the same to the Board for the next meeting. Approved • EWS application register posted Dec 6/returned by DE and uploaded on DE site. • Additional Accommodation Report forwarded to DE • Parents Survey from College circulated • CSL, JCT, NIPT and PDST are being amalgamated this year as Oide and will continue providing CPD for staff nationwide. • Another Capacity survey completed and returned to DE regarding availability of places for International children seeking refuge <p><u>FOR DISCUSSION:</u></p> <ul style="list-style-type: none"> • Email from Diocesan Office today to add an addendum to our Admissions policy re SEN Act and agree to work with NCSE - to be signed and returned to Office before Dec 20th. - for discussion at the next Board once the Board have reviewed the wording. -Approved 	Chairperson

<p>Finance</p>	<ul style="list-style-type: none"> ● 21/22 Accounts to be sent to Auditor ● Insurance renewal - €6981.59 ● Credit Card for school - refer FSSU data <p>Account Balances to Dec 30: Main A/C €29,111.90 Meals A/C €7,257.89</p> <p>As of today: Main A/c €28,204.97 Meals €25,482.78</p> <p>Income and Expenditure for December outlined.</p>	<p>Treasurer</p>

Principal's Report	<p><u>SCHOOL DEVELOPMENT and SELF EVALUATION - LITERACY/NUMERACY/ SPHE/ DEIS PLAN:</u></p> <ul style="list-style-type: none"> ● Well being for Pupils and Staff to be the focus in the DEIS plan - ● Behaviours of Concern policy development training with David Ruddy, Mason Hayes Curran. Boys and Girls schools also participating ● Parents complete a survey on their opinions of Co-Ed in Secondary - resounding yes response ● PH. D research underway on 'How is a CLIL Teachers knowledge base developed during mathematics teaching through Irish with Junior Infants in an English medium Primary school'. ● Under the Erazmus programme the Principal will be visiting school in Malaga week of mid term, 3 SNAs will be visiting Venetian school in mid term and 3 teachers will be visiting school in Gran Canaria midterm week. All classes covered. ● Board expressed their congratulations and gratitude to Laura Kenna for all her Erazmus work. <p><u>HSC</u></p> <ul style="list-style-type: none"> ● Ongoing <p><u>SCP</u></p> <ul style="list-style-type: none"> ● Ongoing <p><u>BULLYING/RACISM</u></p> <ul style="list-style-type: none"> ● Nothing to report. <p><u>STAFF - APPOINTMENTS/TRAINING/ DEVELOPMENT/ NEEDS</u></p> <ul style="list-style-type: none"> ● New Bus escort appointed. ● A German Trainee teacher will be on a 4 week placement block in March ● An MTU Montessorri Trainee Teacher will be with us from Mar 20 to May 12 ● Note Board cannot grant job shares to part time SNAs rather its classed as a reduction in their part time hours - they need to be made aware of this should such be approved. New contract situation. ● All career break, job share and SNA reduced hours applications approved ● Croke park obligation of 36 hours completed as follows by all staff. School opening prep - 12 hours, Personal CPD 14 hours, 	Principal
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	<p>10 hours - presentation from Greek teachers, Dynamis training, maths cpd, and we will be participating in CPR(last term) and Behaviours of Concern training(Feb 1st). SNAs complete their additional contracted hours at closing and opening times daily and yearly.</p> <p><u>ATTENDANCE OF PUPILS (NEWB)</u></p> <ul style="list-style-type: none"> • 2 pupils transferred into the school • 1 pupil transferred out <p><u>HOLIDAYS AND CLOSURES</u></p> <ul style="list-style-type: none"> • Feb 6, St Brigid, Mid term Feb 15 and 16, March 17, St. Patrick, Easter April 2nd - 16th. • Wednesday April 26, Full day PLC, Seminar 7 and 8 • Next year's closures approved <p><u>REPAIRS/MAINTENANCE/BUILDING DEVELOPMENT</u></p> <p><u>HEALTH & SAFETY</u></p> <ul style="list-style-type: none"> • Fire Drill for the whole building undertaken on Jan 19th. • Administration of Medicines policy review approved • Aladdin notices to go out re parking and driving at home times. Inform other schools on campus • Is the connecting door to Boys open again? <p><u>SCHOOL ACTIVITIES - TOURS/ TRIPS/EVENTS/ ACTIVITIES</u></p> <p><u>VISITORS</u></p> <ul style="list-style-type: none"> • Cor Fheile underway • La Glas - March 14 • Campus coffee morning - Feb 10 in Aras Phadraig - Parents only 	
Child Protection	CONFIDENTIAL	Principal
Policies:	<ul style="list-style-type: none"> • Due to the ongoing crisis management situation in school we have been working on our Health and Safety, Code of Behaviour and Dignity at Work policies. These are currently in review and will be updated following staff training on positive action from Dynamis. We are also developing policies and procedures around Aggressive Behaviour, positive handling, HSCL interventions and Communications. • Policy on Epilepsy and Allergies prepared and for ratification - next meeting • Staff request emphasis on Well Being this year thus Critical Incidents Policy being updated 	Chairperson

	<ul style="list-style-type: none"> ● Behaviours of Concern to be developed as an addendum to Code of Behaviour following training. ● Staff to undertake CPR training ● Mobile phone use policy ratified 	
Sub Committee Activities Garden/ School Grounds:	<ul style="list-style-type: none"> ● Application to Muintir na Tire for Cork Schools Garden competition 	Principal
Parents Association Activities	<ul style="list-style-type: none"> ● Campus Coffee morning ● SHEP to set up classes for Parents of Children with ASD in Aras Phadraig 	Principal
AOB:	<p><u>INFORMATION BROUGHT TO THE BOARDS ATTENTION:</u></p> <p><u>TABLED FOR DISCUSSION AT NEXT MEETING</u></p>	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	March 27 , 2023 - Face to Face 7pm, Staffroom	

FOR NEXT MEETING: REVIEW AND ADOPTION OF THESE MINUTES:

PROPOSED BY: _____
Print Name Signature

SECONDED BY: _____
Print Name Signature

CHAIRPERSON SIGNATURE : _____