

St. Patricks Infants National School
Gardiners Hill
Cork



Scoil Phadraig Naofa
Naionain
Cnoc Ghairdinéir
Corcaigh

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Parents/Guardians Report MINUTES OF BOARD OF MANAGEMENT MEETING

DATE OF MEETING:	February 26 2024
TIME OF MEETING:	7.30pm
VENUE:	Staff Room

BOARD MEMBERS		PRESENT	APOLOGIES
Chairperson	Fiachra O Suilleabhain	X	
Secretary	Anne O' Connell	X	
Treasurer/ Parents Nominee:	Michael Buckler		X
Community Nominee	Margaret Roche	X	
Patrons Nominee	Breda Coleman	X	
Teachers Nominee	Cian Cadogan	X	
Community Nominee	Lisa Calnan		X
Parents Nominee	Andrea Hanover	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 	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. 	
Opening Prayer/ Reflection	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.	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 read • Minutes proposed by, and signed by: Cian Cadogan • Minutes seconded by, and signed by: Andrea Hanover • Minutes adopted by and signed by: Chairperson 	Chairperson
Matters Arising from Previous Meetings	<ul style="list-style-type: none"> • Facilities Management minutes <ul style="list-style-type: none"> (1)With regard to the proposed building works in the infant school, it is the wish of the Diocese that the proposed works go ahead, with the views and interests of the Girls school fully considered. This proposal to be communicated to the DES building unit. Liaison between both schools e.g., infant and girls school needs to be mediated fully through the agency of both DES and design personnel. A range of issues relevant to the girls' school property to be addressed collegially- (Soft Play area, Fire escape/Lift, Storage space in Girls property, ramp provision, type of windows at relevant location). (2) In respect of possible amalgamation on the campus, the diocese welcomes new correspondence from each of the school BOMs outlining a willingness to meet Diocesan representatives to further explore this matter. The diocese, to seek similar engagement with the boys NS. (3)The communication of the role of the FMT and updates on progress therein, to be communicated with both school communities through agreed reports. Further extrapolation of this process to feature at FMT meetings. The FMT is not currently engaged in the matter of progressing the amalgamation dialogue for both schools.(We await engagement with and guidance from the diocese on this matter) 	

	<p>(4) A shared handbook for both schools on matters relating to premises management is being developed initially via a shared google drive. Updates at next meeting</p> <p>(5)The matter of the quality of water supply, piping and possible asbestos to be considered by the infant school team/BOM in the light of potential renovation and building works. Anne filled Team in.</p> <p>(6) The provision of a door in the infant corridor to expedite joint safety and egress matters for both schools remains an outstanding item to be progressed. Update - Eileen to price</p> <p>(7)Ger and Cian have agreed to review and expedite minor matters of an organisational and regular nature as they arise. We would expect that where progress is not agreed on any matter the FMT would provide guidance in this context.</p> <p>(8)Managing potential students who abscond on a shared basis through shared communication to be progressed in the immediate term. Policy and practice to be drawn up.</p> <p>(9)Planning for and implementing a coherent use of carparking space is an immediate matter of concern to be addressed by the FMT team. Cian to update.</p> <p>(10)It is mooted that an application re emergency lighting be progressed by one school on behalf of improvements in same for both schools. Eileen making application</p> <ul style="list-style-type: none">• Fiachra updated the Board regarding the monies (approx 384,000) donated to St Lukes NS by Safer Routes to School Programme. - He will meet with the Chairperson of St. Lukes to find out more. Anne to inform campus principals and Diocesan office. Funds to buy house at gate?• An additional EWS application will now be made by Dawson Architects on grounds of Health and Safety to reconfigure the toilet block near the main door. A railed safe walkway around the whole school is to be included.	
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<p>Correspondence</p>	<p><u>FOR INFORMATION:</u></p> <ul style="list-style-type: none"> ● SNA national survey distributed <p><u>FOR DISCUSSION:</u></p> <ul style="list-style-type: none"> ● Funding application for pupil activities from Staff approved ● Letter from Pre School Directors inviting the Infant school to return to the Board. Not at this point in time. ● Letter from Eileen requesting that we share 1 insurance policy. Enquire from Diocesan office. 	<p>Chairperson</p>
<p>Finance</p>	<ul style="list-style-type: none"> ● Look at Uniform retailing - parents to buy direct from supplier. Change to uniform. Approved. ● Text a Parent costings - compare to whatsapp business - investigate ● Finance Sub Committee? ● Annual accounts signed and sent to FSSU ● Stephen Dawson, Architect has submitted his fee notices to date regarding the projects he has prepared. I have forwarded them to the Buildings Unit with a request for the funding to be released. Awaiting same. Anne to follow up with DE ● Likewise with the Meals funding. The Dept of Social Affairs are not releasing funds yet - to any school. Our providers Super Valu and O Cruaiaoi are being very patient. Funds released last Friday. ● Advice note to all staff regarding procuring a Pension. ● Advice to change from Mayfield Credit Union to a Revolut Business Bank account for PA as banks are too complicated. To be investigated. 	<p>Treasurer</p>

Principal's Report	<p align="center"><u>SCHOOL DEVELOPMENT and SELF EVALUATION - LITERACY/NUMERACY/ SPHE/ DEIS PLAN:</u></p> <ul style="list-style-type: none"> • Hot Meals . Teachers are now placing the class orders. Situation is being monitored. Leftovers are sent home. • Wellbeing Initiatives 23/24 0- circulate to Board • Notice gone to all about Dog fouling at Ballyhooley road entrance • Anne O Connell, as IPPN Cork representative is involved in drawing up a position paper on the Well Being of School Principals. <p align="center"><u>HSCL</u></p> <ul style="list-style-type: none"> • Cross Campus Sports Initiatives Smoothie Bikes - 5th classes from girls and boys primary to try out smoothie bikes the week of 29th January. Date and time to be decided by class teacher. Thursday 01.02 for St Patrick's GNS. TY students will supervise with a teacher. • Way marked walks of the city very doable. Cork City council interested in providing a St Patrick's loop • Orienteering - official campus map now available & will be attached with minutes of this <p>Lots of orienteering competitions for schools and can include all year groups secondary. Glen Park also run orienteering events for families at the</p> <ul style="list-style-type: none"> • Water Safety - secondary school has two ring buoys & can be used to run a water safety module with primary age children in June. • Rowing - Rowing Ireland will provide 6 machines to the secondary school. Total 9 machines available. TY students will be trained on their use and a rowing competition will be made available to primary schools. 6th class boys may be interested in using rowing machines from 2.30 pm - 3.30 pm one day per week after school. Boys principal to check who's interested. • Safer Internet Day Week of 05.02.24. Safer internet day on 07.02.24. Talks from local Garda Youth Liaison will deliver talks for primary students. • An Lá Glas - Friday 15.03.24 - whole campus event. June to check if Rob Heffernan is available that day. <p>HSCL Reports</p> <p>a. June</p> <p>i. Reports on interaction with specific families of target students in secondary and Girls NS</p> <p>ii. Home visits and support for parents</p> <p>iii. Links with Foroige</p> <p>iv. Links with Newbury House</p>	Principal
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	<p>v. Links with families in crisis vi. Meitheal meetings b. Amanda</p> <p>i. Reports on interaction with specific families of target students in Infants NS and Boys NS ii. Home visits and links with families iii. Links with NYP for families iv. College open night for 1 parent</p> <ul style="list-style-type: none"> • HSCL initiatives <p>i. June and Amanda working on a sustainable Art project for delivery after Easter. Aimed at parents and students. Artists x 2 have been vetted.</p> <ul style="list-style-type: none"> • Bus Connects - all schools should submit a request to TFI to purchase the house at the entrance & a turning area / set down area created. St Patrick's GNS have sent in their submission. • SCP in St Patrick's GNS - funding granted by SCP to pay for the supervision of a breakfast club <p>.1. An La Glas - Wednesday 13.03.24</p> <ul style="list-style-type: none"> • a. Fr Pontianus - Shane • b. Lord Mayor - Shane • c. Rob Hefferenan - Brian • d. Students to wear school sports gear or something green • e. Song from primary students • f. Brian to check with Catherine H in An Cuan 2. HSCL Reports <p>a. Parents Courses - Amanda and June</p> <ul style="list-style-type: none"> • i. Esol • ii. Candle making • iii. Modelled reading • iv. Yoga - dates in the diary • v. Music and movement • vi. Book buddies • vii. Enrolment forms being chased up for infants school <p>b. Target families - Amanda</p> <ul style="list-style-type: none"> • i. Regular contact with target families in campus in infants and boys primaries • ii. Housing issues for some families • iii. Home visits to target families • iv. Walking group for parents arranged for Wednesdays <p>c. Target families - June</p> <ul style="list-style-type: none"> • i. Secondary school target families • ii. Families with attendance issues • iii. Supporting families with housing issues • iv. Meitheal meeting requests • v. Contact with parents re student retention & alternative education provision • vi. Links with NYP for target families • vii. Family support for court appointed meetings 	
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- viii. Meitheal meeting for bereaved family

3. Katriona O'Sullivan guest speaker - psychologist & author

- a. Amanda to make contact re the above as a guest speaker on the campus
- b. GNS halla as a possible venue
- c. Open to staff and parents
- d. Contribution from HSCL and schools may be required to pay for guest speaker expenses
- Suggestion to get the book on Audible. Board happy to support and would like an invitation to attend.

SCP

BULLYING/RACISM

- Nothing to report

STAFF - APPOINTMENTS/TRAINING/ DEVELOPMENT/ NEEDS

- Our SET allocation was reduced from 3 Teachers to 2.4. This will mean sharing the third post with another school and not being the base school unless we are allowed to include our 7.5 EAL Set hours in the post. We await the EAL application result.
- SNA allocation is not available yet but we expect to lose a full hours post . Likewise with the special Ukrainian support post.
- Art Therapist Colette Neville providing well being inservice for SNAs while Teachers are on Maths Day
- Stephen Feeney covering a SET post 4 days per week and the panel/other sub covers 1 day a week.

ATTENDANCE OF PUPILS (NEWB)

- A lot of movement among international pupils

HOLIDAYS AND CLOSURES

- Feb 27 Maths day staff training on campus

	<p><u>REPAIRS/MAINTENANCE/BUILDING DEVELOPMENT</u> <u>HEALTH & SAFETY</u></p> <ul style="list-style-type: none"> • The Water upgrade test results confirm the lead is not on the road. Awaiting funding from DE to begin. DE advise last Friday we issue the drawdown letter. • The Edge Protection is ready and funding allocated but we await communication from KSN re chair lift etc. • Refer to FMT for update on Reconfiguration • Following the last FMT meeting we are advised to write as a matter of immediate urgency that the Health and Safety of all on campus is compromised due to the delays on the approved funding for the CCTV upgrade, the Life Systems water upgrade and the objections from the Senior Girls school regarding the EdgeProtection and Reconfiguration ASD classes project which we have received funding for. • The secondary school was again notified that the Lead in the water is within the school boundaries and is now requesting inclusion on the project. <p><u>SCHOOL ACTIVITIES - TOURS/ TRIPS/EVENTS/ ACTIVITIES</u> <u>VISITORS</u></p> <ul style="list-style-type: none"> • Visit to Teddy Bears Hospital, UCC • Visit to Easons for World Book Day • Library visits ongoing 	
Child Protection	<ul style="list-style-type: none"> • Oversight Report signed 	Principal
Policies:	<ul style="list-style-type: none"> • Hire of school policy to be formalised • new members for policy subcommittee - Breda Coleman, Mary Claire Hogan and Fiachra. 	Chairperson
Sub Committee Activities Garden/ School/Grounds:	<ul style="list-style-type: none"> • 	Principal
Parents Association Activities	PA AGM to be held this coming month	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	April 29 , 2024 - Face to Face 7,30pm, Staffroom.	

FOR NEXT MEETING: REVIEW AND ADOPTION OF THESE MINUTES:

PROPOSED BY: _____
Print Name
Signature

SECONDED BY: _____
Print Name
Signature

CHAIRPERSON SIGNATURE : _____