

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:	September 25, 2023
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:	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>Stephen acted as Chair for tonight's meeting</p> <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"> ● Condolences to the family of Sarah Dineen who has passed away. 	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: Andrea ● Minutes seconded by, and signed by: Cian ● Minutes adopted by and signed by: Chairperson <p>Hard copies May 9, June 20, 2023 to be signed Board requested copy of Emergency meeting minutes of last June</p>	Chairperson
Matters Arising from Previous Meetings	<ul style="list-style-type: none"> ● Mediation meeting outcome - report reviewed in detail. Anne and Cian sit on Facilities Committee ● Reconfiguration plan approved by DE. Form of Acceptance forwarded to DE and KSPN did onsite visit on April 29. 2 options available should room not be allowed. Ongoing correspondence with Diocesan re same. No plans from KSPN yet. Following correspondence from DE Denis O Sullivan, KSPN newly appointed project manager has resigned. New contact, Dan Stack to meet us re proposed reconfiguration. ● Lead in Water application complete and signed off and forwarded to DE. DE has instructed us to Tender for a Consultant to complete the project as it is over 200,000. Tenders due in by June 17. Only 1 response from Dawson Architects - do we engage them? YES ● 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. ● Upgrade Security application - forwarded to DE on their request as a matter of urgency. It will get immediate approval. 	

	<ul style="list-style-type: none"> • Edge Protection work - 1 applicant - Hanrahan. Approved to complete works. Cian to meet with Mary Claire and ask about door at top of our corridor (moving the current door is NOT an option), sorting out the 'escape' route from garden to yard and undertaking a full risk assessment of whole area in light of Infants/SEN 	
Correspondence	<p><u>FOR INFORMATION:</u></p> <ul style="list-style-type: none"> • Charities Regulation Returns made June 23 • Correspondence re 'The Evils of the New Liturgy' arrived. I have binned the same. • FORSA notified all schools on time in school and activities for SNAs • New Governance manual will be forwarded via email to all BOM. Stephen and Carol note that they will not be remaining on the Board but will do so until new members are found <p><u>FOR DISCUSSION:</u></p> <ul style="list-style-type: none"> • Mediation Report -as above • Nasal Flu vaccinations notices from HSE to be forwarded to Parents but no vaccinations onsite. 	Chairperson
Finance	<ul style="list-style-type: none"> • Andrea to investigate Credit Card for school - FSSU data forwarded to her 	Treasurer

Principal's Report	<p><u>SCHOOL DEVELOPMENT and SELF EVALUATION - LITERACY/NUMERACY/ SPHE/ DEIS PLAN:</u></p> <ul style="list-style-type: none"> • The Parent Class information meetings will be prioritised - asap • Campus Open Evening 6 - 8 pm Sept 21 <p><u>HSCl</u></p> <p><u>SCP</u></p> <ul style="list-style-type: none"> • Appreciative Enquiry of local SCP underway. Grace O Sullivan appointed to evaluate the service locally • SCP Board addressing SCP staff concerns. • 13 Senior Infants are availing of SCP and 18 Junior Infants (new referrals) <p><u>BULLYING/RACISM</u></p> <ul style="list-style-type: none"> • Nothing to report • Staff to receive inservice on Racism - contact Susan Mackey, NYP, Mayfield. African Mothers Support Group, Nano Nagle Place. <p><u>STAFF - APPOINTMENTS/TRAINING/ DEVELOPMENT/ NEEDS</u></p> <ul style="list-style-type: none"> • EAL hours - enough for 1 teacher and 10 hours. Application in process. • All Teaching staff and SNAS attended a full day First Aid training day on Aug 30 • Adverts to be placed for Fixed Term and SNA posts <p><u>ATTENDANCE OF PUPILS (NEWB)</u></p> <ul style="list-style-type: none"> • Enrolment - Juniors Boys 19 Girls 28 Seniors Boys 22 Girls 22 Asd 1 - 5 Boys Asd 2 - 4 - 3 boys 1 girl <p>Total - 101</p> <p><u>HOLIDAYS AND CLOSURES</u></p> <p><u>REPAIRS/MAINTENANCE/BUILDING DEVELOPMENT</u> <u>HEALTH & SAFETY</u></p>	Principal
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	<ul style="list-style-type: none"> ● Dawson Architects awarded aborted fees of 45,000 inc vat. paid ● The EWS for Edge Protection is approved and 5 tenders sent out. 1 refusal and 1 acceptance by June 2 closing date. Dawson architects appointed. Approval sought from DE to commence. This is approved and the addition protection works is included. Work will commence after Halloween. ● Only 1 applicant to complete Water Upgrade after tendering process. Awaiting approval from DE for increased cost ● Insurers and Diocesan office noted of all 3 builds - water upgrade, ews and asd reconfiguration ● Awaiting meeting with new KSN project manager Dan Stack re details of the next step. Stephen Dawson has forwarded his drawings to him. ● Application gone to DE for Security Upgrade. Will be approved immediately. All staff on campus to be directed to be super vigilant ● Toilet refurb application in process ● Permission granted for child who has seizures to have medication on site ● Diocesan Office notified re: sale of the house at the gate. DE also needs to know. For discussion at the Principal's meeting Wednesday and BOM advised a strongly worded letter to DE and DIO for immediate response as time is of the essence. <p><u>SCHOOL ACTIVITIES - TOURS/ TRIPS/EVENTS/ ACTIVITIES VISITORS</u></p> <ul style="list-style-type: none"> ● 	
Child Protection	<ul style="list-style-type: none"> ● Oversight Report to be signed at next meeting - no reports made ● Child Protection Circular 36/23 approved and accepted. ● Checklist for next meeting 	Principal
Policies:	<ul style="list-style-type: none"> ● Hire of school policy - next meeting 	Chairperson
Sub Committee Activities Garden/ School/Grounds:	<ul style="list-style-type: none"> ● 	Principal

