

# Agreed Report - BOM meeting 21<sup>st</sup> June 2023

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*A meeting of the Board of Management (BoM) of Presentation Secondary School took place on 21<sup>st</sup> June 2023*

**Attended by:** Shane O'Donoghue (trustee nominee) chairperson

Christy Kileen (Trustee nominee)

Mary O'Keeffe (trustee nominee)

Catherine Kennedy (staff nominee)

Katherina Broderick (secretary to Board)

**Apologies:** Jessica Keane (staff nominee), Dr Brendan O'Donnell (trustee nominee)

Catherine Heaphy (parent nominee) ,Carmel Kelly (parent nominee)

## **Child Protection**

The Child Protection Oversight Report was completed

## **Finance:**

- The Board approved CEIST FSC report
- The forward budget for 2023/24 was approved
- Bus charges- the board agreed that Bus Hire costs should be increased going forward
- *Agreed to begin this increase from new school year*
- The purchase of vaping sensors for student bathrooms was approved
- School fees for 2023/24 were approved by the Board
- The school Musical proposal was presented and approved by the Board
- Requests for school improvement over the summer were approved

## **School Policies**

The following policies were ratified

- Code of Behaviour
- Out of school trips policy
- Next policy of focus – Dignity & Respect Policy – September 2023

### **School Plan**

- **The school plan was approved**

### **Interviews**

- **The outcome of interviews was ratified**

### **Anti Bullying**

- **No reports for this meeting**

### **School Self Evaluation (SSE)**

- Final SSE report was made available to the Board.

### **Post of Responsibility**

- All post holders were invited to annual review meetings with the principal
- Reports from post holders and principal's report were circulated to all Board members

### **School building**

Report on building projects were presented.

- Discussion on SWS windows project took place and approved payment to Parkway for July
- Principal & Chairperson met with James Walsh & Edward Dowling to discuss works and timeline for the works.

### **Board of Studies**

- Principal updated Board on meetings of Board of Studies since last meeting.
- Final school calendars presented & approved

**Parents' Association** – no update

## Health & Safety

The principal updated the Board on progress in H&S

- The Board ratified Health & Safety Statement
- [1. H&S Statement.pdf](#)
- Staff were offered First Aid course April 2023 – 4 staff were trained.
- H&S Audit completed.
- Staff were invited to join H&S committee
- Plan for H&S work is prepared and will be implemented from beginning of new school term

## Allocations & Special Class

- The principal updated Board on the current situation in relation to the teaching allocation for 2023/2024. An Application for Curricular Concessions was submitted by the principal to the DES.
- An Appeal was submitted. The principal outlined all measures taken to reduce this shortfall and the number of hours that have to be cut to complete the school timetable.
- The application for redesignation of Moderate Special class to an ASD class was approved.
- Increased number of base classes in 1<sup>st</sup> & 2<sup>nd</sup> year
- SEN allocation approved
- EAL support 2023/34
- Subject option challenges at Senior Cycle

## SEN

### Update

- ▶ SEN planning underway with support from NCSE
- ▶ Students with reports invited to school in June with parents to support transition to post primary
- ▶ A Transition booklet was designed and posted to all incoming students – copy distributed to Board members.
- ▶ Team teaching to be introduced on larger scale in next school term

- ▶ Support for teachers on Team teaching will be offered
- ▶ CPD focus on SEN for '23/'24
- ▶ Provision mapping underway

### **PMES**

PMES for 2023/24 were approved

### **Transition Year**

- Link with Kerry Colleges for Programmes in 23/24 was approved.
- Report on TY Paris Trip was presented by Catherine Kennedy

**Ethos in Action-** an outline of recent activities to promote school ethos in the school was presented.

### **Principal's report**

The principal outlined a range of school activities which have taken place since the last meeting.

The Board acknowledged the range of activities and opportunities offered by staff to students in the school year. The Board expressed thanks to all staff who give of their time to support the extracurricular calendar in the school. The Board wished the principal and staff an enjoyable summer break.

**Next Board meeting** – TBC (September /October 2023)