

Agreed Report - Board of Management (BoM) meeting 5th December 2023

A meeting of the Board of Management (BoM) of Presentation Secondary School took place on 5th December 2023

Attended by: Shane O'Donoghue (trustee nominee) Chairperson

Jessica Keane (staff nominee)

Dr Brendan O'Donnell (trustee nominee)

Catherine Heaphy (parent nominee)

Carmel Kelly (parent nominee)

Mary O'Keeffe (trustee nominee)

Christy Kileen (trustee nominee)

Catherine Kennedy (staff nominee)

Katherina Broderick (secretary to Board)

Apologies none

The following is the agreed report from the BOM meeting:

Student council executive members attended the meeting for 15 minutes to outline the work of the Student Council in the school. Information shared included:

Outline of Student council committee members 23/24

- Chairperson - Kaelynn Murphy
- Vice chair - Aoibh Lennon
- PRO - Síne Fogarty Secretary & Hayley Holly
- Treasurer - Siún Toomey

Sub Committees 23/24:

- Uniform committee
- Ethos committee
- Media/Creative committee
- Policy committee
- Environment Committee

Teachers involved Ms.Brosnan, Ms. O'Brien, Ms.Burke

Aim of council Members on the student council experience working on a team while developing leadership, communication, strategic planning and organisational skills

Developments to date term 1 of the academic year 2023/2024:

- Fundraising – a number of successful fundraising activities organised to date were outlined
- Library development- we are very proud of the new school library the development of which was led by the Council
- Aras Mhuire collection and creation of individual Christmas gifts for residents
- Ethos promotion – ongoing liturgies planned & Presentation Day service for all
- Involvement in ISSU – Abbie Mazelle was elected as regional representative October'23

The Board thanked the student council for their well-prepared presentation. All Board members noted the commitment and dedication of the council to the school ethos and enhancing the experience of school life for all students in Presentation Secondary School, Listowel. The Board also acknowledged the support of staff members, Ms Brosnan, Ms Burke & Ms O'Brien for the council.

Following the opening prayer

Minutes of previous meeting were proposed and seconded

All **correspondence** received was reviewed

Personal Leave - Requests for personal leave were approved

Finance Committee:

- ▶ Update on School finances was provided by finance committee. It was noted that Leo Hudson (school Accountant) will present annual school accounts at the next meeting

School Organisational Matters:

Policy Ratification – the following policies were ratified

- ❖ ASD Policy
- ❖ Attendance Policy

Child Protection - The Board completed the CPOR

Anti Bullying

- ▶ No reports of Bullying for this meeting.

- ▶ The Principal updated the Board on the Helping Hands Anti Bullying Programme
- ▶ Dr Maria Garvey continues to support year heads in its implementation

School tour -The tour to Barcelona will take place from Tuesday, 16th April to Friday 19th April 2024. Staff supervisors were agreed.

Health & Safety

Staff training is currently being completed

School Self Evaluation

An outline of the school's targets for 23/24 was presented and Action Plan for implementation was noted. The Legislative review (Appendix for annual review) of SSE was completed and signed by the Chairperson and Principal.

SEN

An outline of the school's SEN team and the Continuum for support update was presented

School Plan.

The Board reviewed the current School Plan

School Programmes and Subject Options for 2024/2025

Programme information for students and parents was presented December 4th 2023

School Buildings

Updates on current building projects were presented to the Board

Parents' Association

AGM of Parents' Association took place on 17th October. The Agreed Report was presented

Ethos in Action-

An outline of recent activities to promote school ethos in the school was presented.

- ▶ Presentation Week celebrations with whole school

- ▶ Parish Mass & Prayer Service with invited guests
- ▶ CEIST Principal's network – Presentation Listowel will feature in National gathering
- ▶ Retreats for 2nd & 3rd years planned for December 2023
- ▶ November prayer services completed with classes
- ▶ Advent intercom prayers
- ▶ All assemblies have Ethos focus agreed by Year Heads

Principal's report

The principal outlined activities and successes for the term to date

- Fergal Quinn LCA awards achieved by 2 LCA students for highest grades received in 2023 exams
- Successful open night took place October '23
- We are very proud that two BT Young Scientist projects will be featured in RDS January 2024 – fundraising for the event is currently underway
- Programmes applied for and approved include BLAST, Creative Arts and Creative Schools
- Sustainability programme for TY underway and very well received
- Concern debates success
- Library development and current progress
- Fundraising for charity
- Student council and musicians to visit nursing homes for Christmas
- Theme weeks
 - Anti Bullying
 - Inclusion & Diversity & Stand up Awareness
 - Languages Connect

The Board thanked the staff for their commitment to the school and commended the success of the students in academic and extra curricular activities during the first term of the school year.

Next Board meeting – Tuesday 30th January 2024