

Agreed Report - BOM meeting 8th April 2025

A meeting of the Board of Management (BoM) of Presentation Secondary School took place on 8th April 2025

Attendance:

Carmel Kelly (parent nominee)

Christy Killeen (Trustee nominee)

Catherine Heaphy (parent nominee)

Dr Brendan O'Donnell (trustee nominee)

Jessica Keane (staff nominee)

Shane O'Donoghue (trustee nominee) chairperson

Katherina Broderick (secretary to Board)

Apologies –

Mary O'Keeffe (trustee nominee)

Catherine Kennedy (staff nominee)

Agreed report

Opening Prayer

Minutes of previous meetings were approved

Correspondence

1. CEO CEIST
2. CEIST FLG– Rita McCabe
3. Mentor security
4. Parent request to repeat 5th year – approved by Board

Request for Parents' Leave

Request for parents' leave was granted

Requests for Personal Leave were approved

Child Protection

The principal outlined the number of reports submitted since the last meeting

CPOR was completed and signed by chairperson

JMB Bulletins and Circular letters

All recent Bulletins and circular letters were listed

Anti Bullying

Policy Review – Bí Cineálta policy drafting is ongoing (weekly core team meetings)

- ▶ Student focus group is formed
- ▶ Parents invited to a focus group meeting
- ▶ School calendar = date for staff input on Bi Cineálta policy
 - **Thursday 15th May** agreed and approved by the Board – students will finish school at 1:15pm
- ▶ **Appendix D** – appendix D was signed by chairperson

Finance

The finance sub committee meeting took place in advance of the Board meeting

Brendan O'Donnell reported from the finance sub committee as follows

- CEIST template – Approved
- Musical costs review - Success of the musical was noted by the Board. The Board thanked the staff who supported the Musical and noted the great benefit it brings for all involved
- CEIST Nano Nagle fund request was submitted by the principal to support students in need
- Visiting student fee agreed for 2025/2026
- Fee for Mazars Accountant. Principal was advised to contact CEIST and request explanation for the increase noted

School Organisational Matters:

Building

- ▶ Roof leak in changing rooms – work to take place over Easter break
- ▶ Letter from C.Kane was presented to Board. Board response requesting completion of report with deadline dates for the next meeting
- ▶ Gas work- completed since last meeting - grant received from DE - including 6 new ovens
- ▶ Deep clean DCG room took place over the midterm break
- ▶ Painting computer room and DCG room to be undertaken over Easter & Summer breaks

All Weather Pitch update

- ▶ Progress to Date
 - Grant provisionally for approved on 9th December 2024
 - *For artificial playing surface development including fencing, ball stop netting and floodlights*
 - Request for Quotations (RFQs) sent to the following companies:
 - **PST Sport**
 - **McSweeney Sports Surfaces**
 - **Sportspitch.ie**
 - **Allmans**

S&S

A summary of S&S provision to date was presented to the Board.

LCA timetable

- ▶ OIDE input was sought and received – school visit for full day by OIDE representative
- ▶ Support offered for all LCA teachers
- ▶ Coordinator, Principal and Deputy Principal met the Advisor and agreed the timetable adjustments for 25/26 school year

SEN/AEN

Continuum of support is reviewed weekly

- School hosted training by *Middletown Centre for Autism* (March & April)
- Good uptake from local community

Board of Studies

- ▶ Meeting of the Board of Studies took place **18.3.25**

Agreed:

- Timetable review agreed
- TY timetable reviewed for 2025/26
 - Letter confirming TY places for next year distributed to all students following individual interviews
- Induction day: taster Option Subjects

Board expressed thanks to Jessica Keane for planning and to the staff who supported the induction day

Inspection

The principal noted report from WSE MLL inspection is due in April

The Board will follow procedures for review and feedback once received

Enrolment update for all programmes and year groups for 2025/26 was presented

TY tour Destination: Lake Garda & Milan

- ▶ Dates: 5th – 8th May 2025

Camino The Board approved Lisa Whelan to travel on the Camino with 4 students in May '25. The trip is a fundraiser for The Cliona Foundation

Health & Safety ongoing meetings to complete Audit in place

Accident/medical reports submitted

Policies

- School tour/trips policy ratified
- Work placement policy ratified
- Personal leave policy ratified

OLCS report

Outline of all staff attendance and claims was presented to Board

SSE

Jessica Keane presented the Board with an update of the SIP targets for 2024 2025 – end of year summary report for next meeting

Ethos & School culture

- ▶ **Cothú** - School is involved in CEIST initiative to support staff in ethos development in school. Jessica Keane, Jean Ni Fhearghaille and Marguerite Linnane & Katherina Broderick= school team representatives who have attended cluster meetings
- ▶ Staff set focus on core value of **creating community** for this school year. Summary of events to date was presented by the principal

School Calendar

Discussion on dates for next year. Agreed Friday of race week is a closed day for the school - one other day to be agreed with staff in advance of next Board meeting

Parents' Association

- Final meeting to take place in line with the Bi Cineálta *parent focus group* meeting
- The Board thanked Carmel Kelly for her work as chairperson of the Parents' Association over the past few years. The chairperson expressed appreciation on

behalf of the Board for Carmel's commitment to the school and her leadership of the Parents' Association.

Principal's report

The principal outlined activities and successes for the term to date

Agreed report & Conclusion

Next Board meeting – Tuesday 27th May @4:30pm
Finance Sub Committee meeting at 4pm

End