Agreed of BOM Meeting May 2020

**Location: Remote meeting on Microsoft Teams**

**Date: 28/05/20**

**Time: 19.00hrs.**

1. Opening prayer/reflection

Apologies read out

1. Adoption of Agenda

Proposed and seconded

1. Minutes of previous meeting for adoption

Proposed and seconded

1. Matters arising

Some small matters arose that would be discussed at a later point in the meeting, eg. LED lights

1. Correspondence

Two letters from staff indicating that they will be retiring early next year.

The Chairperson received a letter from the council re: our submission about the road development outside the school.

The school received an email with reference to the Brothers handing over ownership of playing pitches to ERST.

1. Policies

Due to Covid 19 we omitted our usual policy work. We discussed the need for a remote learning and teaching policy, which has been discussed at a recent digital strategy meeting.

1. Finance

Due to the nature of the meeting accounts were not presented, but were made available to members if they desired to peruse them.

We decided to go ahead with our intentions to install LED lighting in the school. The Board decided to go with the quote given by Kavanagh electrical as they are a local company and come in cheaper than the other two quotes. We felt E-lighting may leave the school in the most aesthetically pleasing way but were a bit expensive and we feared a final payment.

Due to Covid 19, there will be expenses arising over the summer months associated with having a safe return to school and delivering a comprehensive remote learning package in the event that all students will not be allowed to return to school.

We have needed to spend monies on providing ICT devices for students. We will need a further spend on devices for teachers so they will be in a position to deliver a highly professional service on our return to school.

1. Principals report
* Remote learning

The Board were filled in our efforts at teaching the students since the closure of school in mid-March. Our digital strategy team moved quickly to get all students set up on Microsoft 365. At the beginning we prioritised sixth and third years. After Easter break all students were up and running. A system on the website that allowed or students and teachers who were not as technologically advanced to access learning materials and to communicate through the outlook system.

Our efforts have been well received by staff, students and parents. Most believed there was a nice balance to the amount of work and how we interacted. We have planned to have all teachers in a position to run live classes that can be fed out to students who will not be in the school. This may be done as live classes or as deferred broadcasts.

# Prayer Thanks for Blessed Edmund Rice

O God, we thank you for the life of Edmund Rice.
He opened his heart to Christ present in those oppressed by poverty and injustice.
May we follow his example of faith and generosity.
Grant us the courage and compassion of Edmund as we seek to live lives of love and service.
We ask this through Christ our Lord.
Amen.

During the period we have contacted all parents at least once to check in, kept running our student support team and tried to support students we felt might be struggling with the school closure and with life in general. Our Guidance Teacher made a welcome return to staff and immersed herself in supporting the sixth years in any way she could.

* Assessment including update on LC

The JC and the LC has been the centre of discussion for the past three months. The JC has been resolved and teachers have been informed as to what is expected. Discussions re: LC are still ongoing. We nearly know what is required but need the final go ahead from the DES before we finialise our work. This work will require the retention of part time teachers for a week after the official close of year date.

LC students are relieved in the main that the speculation around their assessment has been resolved. Many were under serious pressure and finding it difficult to cope. Personally I think they would have found it really difficult to sustain the effort up to the end of July. That said I feel some will be willing

to sit the exam if they feel they need to do so for points.

TY assessment was done in the same fashion as last year. All students were interviewed. This interview process along with the assessment of three pieces of project work will determine the assessment outcome for each student.

All other year groups sat online assessment tests. These were mostly done through the quiz function on Outlook. We agreed at a staff meeting earlier in the year that we would have end of year assessment for all. This method had the added advantage of keeping all student engaged, making sure all students have knowledge of using Outlook and giving teachers more insight into teams.

* Plans for next year

Staff has agreed to return to school three days before the required return date. This is to make sure we have adequate training to deliver our proposed online package, make sure new students are au fait with using Microsoft 365 especially the first years and the incoming fifth years. Many of the current TY students were not as good with the system as we thought. This revealed itself when we went about interviewing them. Most hadn’t the skills necessary to engage.

* Allocations for next year

Our allocation for next year has been set. This decision is based on this year’s numbers. Due to the drop in our projected enrolment for next year we may lose a teacher in the coming year. We are still in discussion with the DES for curricular concessions.

* Retirements

As of this week two teachers have indicated that they will be retiring next year. I believe that there may be a couple of other teachers who will consider retiring/moving.

* Recruitment

We have recently advertised for teachers in the area of Art, Religion, Accounting, Irish, French, History and Geography. These are based on curricular needs and the need to replace teachers who have retired and intend to retire. We will hope to have some hours in science.

We need to appoint a permanent Deputy Principal. I have contacted ERST and hope to start the process in the next few weeks.

* Other

The board was informed that we had no suspensions or expulsions from the school during the year

We had invited Spanish Students to join us next year before the Covid 19 scare. These student still

hope to join us in the school as they have given up their school places at home for next year. These students will be crucial to our capitation grants next year as well as our teacher allocation the following year.

* Principals Report

The Principal’s report for the year has been published to members of the Board. This will now be published on the school website.

1. Child protection
2. Principal’s oversight report

There was concern over a student who was seen miles from his home during the lock down. The guidance teacher contacted Tusla, who advised them it was not a child protection issue.

1. Anti-bullying report

Nothing to report

1. Middle Leadership and Management

The Board was pointed to the Principal’s Report for the current year that gives much information with regard to the POR structure. Since the previous meeting where we started the review process we have appointed three teachers to the middle management team.

The teachers currently working in POR positions are happy to continue working in the positions they have been working in for the past two years. The new recruits to the team will be direct replacement for those who have left their positions.

1. School self-evaluation

The SSE process in the school has been working away very well over the period of the school closure. We have clearly identified our immediate needs, had discussions and endeavoured to meet these immediate needs as best we could.

We had intended to meet with a parents group on the day of the school closure to discuss their thoughts on our wellbeing provision. This area has been designated as the focus of SSE for the next three years. There has been a lot of work done to date but we need to have this meeting until we finalise our plan.

In the context of SSE for the POR holders they believed that we may need to have a different approach to how we go about the process. The feeling was that teachers should lead the process in the areas that are aligned to their particular posts.

1. Buildings report

Update on current situation. We have been allocated funding for our tanks. We are waiting on further news

relating to our request for funding for universal access toilets. Currently the DES state that we can go ahead with the project subject to receiving a report from an OT stating one of our students needs the facility. I hope to be in a position to deliver this letter to the DES next week.

We still feel we need to upgrade our computer room. Funding efforts have severely hindered by Covid 19. Our planned Golf Classic had to be postponed even before it really got started. We have a reasonable development fund available, but we will have to be creative with the spending if we are to meet our desires.

1. Ethos

Since the last meeting we were supposed to have a delegation attending the United Nations in Geneva. Edmund Rice International invited us to be involved in the process of the review of Ireland’s record in relation to our recent record. A member of was booked in to visit South Africa on EREBB business. Both events were cancelled. Hopefully they will go ahead at some stage in the future.

The school continued to live as a community based on the values of Blessed Edmund Rice during the year.

1. Agreed report

The Board agreed to publish a summarised version of the minutes as the agreed report for this meeting.

1. Any other business

The Board remarked on the excellence of the recent wellbeing imitative which had many well-known people give the school messages of encouragement. He concluded that this type of positive publicity is excellent for the school.

The Chairperson expressed his (and the Boards) gratitude to all the staff for the excellent job they have done over the year, especially in the last few months where many of them had to upskill and be available outside their normal working hours.

1. Date of next meeting

24/09/20