



Board of Management meeting
Monday, 23 October 2017

Report to the School Community

1. The meeting commenced with an informal gathering of the Board with the Deputy Principal team (Marie Therese Gallagher, Eamon Jackman and Marian Moran). Tony welcomed the new Deputy Principals to the group and offered the support of the Board in their work.
2. The regular meeting commenced at 7.30pm.
3. Opening Prayer - led by Brenda.
4. Matters Arising
 - a. Selection committee nominated Eugene O'Sullivan as groundskeeper/caretaker. The Board approved this appointment.
5. Kolkata Guidelines/Continuing the Journey
 - a. Global social - the following examples were given to demonstrate how the school is generating an awareness of our place in the global community: Development Education, examples of Loreto ethos in action such as Sr Orla (Rumbek), Loreto Network, Mary Ward International, Suggestion: talk from the girls who travelled to Lourdes to give feedback on their experience.
6. Correspondence:
 - a. Letter from the Loreto Education Trust appointing Catherine Peters to the BoM.
 - b. JMB circulars (Bulletins 8 to 14 were summarised).
 - i. A sub-committee was formed to look at the JMB guidelines (not yet published) regarding the development of a Child Safeguarding Statement.
 - ii. It was agreed that the gratitude of the Board would be expressed to the caretaking staff and the building contractors for securing the site on the morning of the recent storm (Ophelia).
 - c. Dept. Circulars (post primary) - circular 64/2017 was the only one relevant to this sector and had been appropriately circulated to our English teachers.
7. Post of Responsibility
 - a. It was agreed to advertise the new Assistant Principal vacancy on Tuesday and interview for the position on the first week back after mid-term.

- b. The proposed job description (below) for new post was agreed. Feedback received, including the Looking at our Schools exercise in February, was taken into consideration when drawing up the responsibilities:

Student Leadership - advertise

- Lead a review, in consultation with the school community, of existing student leadership programmes and submit recommendations to the Board of Management.
- Oversee the implementation of these recommendations and continue to review their effectiveness.
- Research and investigate the possibility of introducing new leadership programmes.
- Manage the implementation and running of the new programme/programmes.
- Review and manage the mentoring programme for 1st Years (Cara programme).
- Oversee the activities of the Student Council and act as the liaison person between the council and staff/management.

8. Principal's Report

a. General events:

- i. Safer Socialising Talks (Gardai and Tusla) - TY students
- ii. 2nd, 5th and 6th Year Retreats. RE trip to Mosque
- iii. Ag Science and TY trip to Ploughing Match
- iv. Sports season up-and-running: Hockey (we hosted Loreto Schools competition, beaten in semi-final on penalties), Camogie, Basketball
- v. 25 girls (TY) rehearsing for St. Kieran's 'High School Musical'
- vi. Open Night
- vii. Orchestra rehearsing every Thursday
- viii. Annual Miss First Year competition
- ix. 1st Years HPV vaccination
- x. Two teachers attended the Loreto RE conference.
- xi. Careers Exhibition and UL Open Day
- xii. John Hooper Medal for statistics CSO - Ella Brennan and Jessie Oyenuga.

9. Parents' Association Report:

- a. AGM - it was reported that those in attendance were very engaged in the the 'Safer Socialising' topic. Catherine's contribution as chairperson was acknowledged at the meeting. It was reported that there were two vacancies (chairperson and treasurer) to be filled.
- b. Fundraising ideas were discussed, such as: Music Night pre-Feis, Christmas raffle - used clothes collection and non-uniform day?

10. Student Council:

- a. It was reported that representatives were to attend the Loreto training day on the 24th.

11. Health and Safety:

- a. Servicing of defibrillators was being organised. It was noted that the Parents' Association had agreed to fund same.
- b. Stock-take of the first aid complete.

12. Internet Safety Programme - the Zeeko was outlined and it was agreed to further explore the possibility of rolling out the training.

13. School Development Planning

- a. The scheduled of staff planning meetings was outlined.
- b. Curriculum review: was reported to be progressing well.
- c. Junior Cycle: training day for teachers on the 22nd November, parents notified of school closure.
- d. Well-being - committee formed
- e. The following SSE committees were formed as follows and meetings had already taken place.
 - i. Code of Behaviour (Student Supports)
 - ii. Student Supports (Student Supports)
 - iii. IT in Learning & Teaching (Teaching & Learning)
 - iv. Assessment (Teaching & Learning)
 - v. Teaching & Learning (TL21) (Teaching & Learning)
 - vi. Staff Wellbeing/Mentoring (Human Resources)
 - vii. Extra Curricular/Excursions (Curriculum: Extra & Co-Curriculum)
 - viii. 150th Anniversary Commemoration (Ethos: School Community)
 - ix. Literacy & Numeracy (Curriculum: Development)

14. 1868 – 2018 Committee

- a. Report given by Ciara McDonald
- b. Diocesan record was given as an example of a possible source of historical information.

15. Finance

- a. Final accounts 2016/2017 - finance committee is recommending their adoption. Tribute paid to the work done by the office to have the accounts in such good order.
- b. A development plan being drafted to plan for desirable and necessary capital spends (including the replacement of the Hockey pitch).
- c. Martin Crotty and Claire Brennan proposed the accounts which were then adopted by the Board.

16. Building programme:

- a. Both projects progressing well and should be handed over to the school in December.
 - b. Fundraiser to fund continued capital expenditure was discussed.
 - c. Names for new rooms were considered and it was agreed that further consultation would take place.
 - i. M. M. Patricia Hughes Hall ('Hughes Hall') - first Mother Superior of the Loreto convent in Kilkenny (and therefore head of the school).
 - ii. Frances Teresa Ball.
17. 23 November was previously agreed as the date for the next meeting.
18. There being no other business, the report was agreed and the meeting concluded.

Colm Keher,
Secretary.