



Coláiste Dún an Rí

Kingscourt, Co.Cavan

Principal : Fergal Boyle
Deputy Principal : Tommy McCormick
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Coláiste Dún an Rí Board of Management Meeting – Agreed Report Monday 25 February 2019 at 5:30pm

Present:

Cllr Clifford Kelly	Cllr Paddy McDonald
Mr Jonathan Gilmore	Mrs Carol Lynch
Ms Elaine Carolan	Mrs Deborah Morris
Mr Dara Murtagh	Mrs Rosena Donagh
Mr Brendan Murtagh	Mr Darrell O'Brien

In attendance:

Mr Fergal Boyle (Secretary to the Board of Management)
Mr Tommy McCormick (Deputy Principal)

Agenda

1. Chairperson's Welcome
2. Approval of Minutes of previous meeting
3. Matters Arising
4. Conflict of Interest
5. Correspondence
6. Principal's Report
7. Child Protection Report from Principal
8. Report on Anti Bullying Procedures
9. Attendance
10. Teaching and Learning
11. Health and Safety
12. Financial Report
13. Policies Review and Development
14. Parents' Council Report
15. Student Council Report
16. AOB
17. Date of next Meetings
18. Agreed Report



Welcome

The Chairperson, Cllr Clifford Kelly, welcomed the members to the meeting.

Approval of Minutes of Previous Meeting

The Minutes of the meeting held on **18 September 2019** were read and adopted.

Meeting scheduled for 10 December 2018 did not meet the quorum requirements

Matters Arising

Letters of congratulations sent as requested by the Board at the previous meeting

Conflict of Interest

No conflicts of interest declared

Correspondence

No business to report

Principal's Report

The Principal's Report covered the following topics:

- School Evaluations – Looking at Our Schools and A Guide to School Inspections
- Incidental Inspection
- School Development Planning
- School Plan
- School Self Evaluation
- Transition Year Development
- Posts of Responsibility

- Policy Development
- Enrolment
- Projected Enrolment
- Enrolment Evening, Sampling Morning and Assessment Morning
- Behaviour Management
- Restorative Practice
- Data Protection
- Wellbeing and Active Week
- LAMA Best Educational Building
- CPR and First Aid Training
- Calendar
- Extra-Curricular Activities
 - BTYSTE
 - SciFest
 - Sports
 - LGBT Workshops
 - School Walk
 - Christmas Concert
- Additional Accommodation Application

The Board extended congratulations to all students and staff involved in the BT Young Scientist and all other extra-curricular activities.

Child Protection

Child Protection Oversight Report was detailed for the Board

- The Principal informed the Board of Management of communications and referrals to TUSLA since the last Board meeting.
- The Board of Management viewed the relevant documentation in relation to the above correspondence with TUSLA.
- The Chairperson of the Board of Management and the Principal signed the Child Protection Oversight Report.

The annual review of Child Safeguarding Procedures took place. The Secretary presented the following to the Board for its approval:

- Child Safeguarding Risk Assessment
- Child Safeguarding Statement
- Child Protection Procedures for Primary and Post Primary Schools 2017
- Review of Child Safeguarding Procedures (checklist)
- Designated Liaison Person: Fergal Boyle

- Deputy Designated Liaison Person: Sharon Cumiskey

Report on Anti-Bullying Procedures

The Secretary reported to the Board on anti-bullying procedures

The following was ratified by the Board

- The Anti-Bullying Policy
- Annual Review of Anti-Bullying Procedures

Attendance

Attendance monitoring and targets in place

Text message system to parents for absences

The Principal has made the January Report to TUSLA

Teaching and Learning

The Report on Teaching and Learning highlighted the following:

- Instructional Leadership Programme
- Development of ICT
- Differentiation Strategies
- Special Education Needs
- Junior Cycle Students
- School Self Evaluation
- Maths Club
- Student Motivation Meetings
- Science Wek
- College Awareness Week
- Third Year Mocks
- Staff Continuous Professional Development

Health and Safety

The Health and Safety Policy was presented to the Board and duly ratified.

The Secretary reported to the Board on the following areas:

- Fire Protection System
- Intruder Alarm System
- Gym Equipment maintenance
- Lift maintenance
- Fall Arrest maintenance
- Fire Drills and Signage
- CPR and First Aid Trained staff

Financial Report

The Secretary provided the members of the Board with the most recent statement of financial accounts (including Parents Association accounts)

The accounts were approved by the Board

Policies Review and Development

The following polies were presented to and ratified by the Board:

- Admissions to Transition Year Policy 2019-20
- Critical Incidents Management Policy
- Whole School Guidance Policy

The following CMETB Policies were presented and noted by the Board

- CMETB Garda Vetting Policy and Procedures
- CMETB Hospitality, Entertainment and Gifts Policy
- CMETB ICT Acceptable Usage Policy
- CMETB Policy and Procedures for the use of Credit Cards

Parents' Council Report

- Parents Association AGM took place on 23 October.
- Church Gate Collection
- IBM Community Grant
- 4 Counties Cycling Club

Students' Council Report

New Student Council has been elected and have undertaken relevant training

AOB

Student Enrolments

Statement of Internal Control was presented to the Board and reviewed.

Agreed Report

An agreed report will be prepared by and presented to the Parents Association and the school staff by the Secretary.

Date of Next Meetings

Ordinary Meetings for the year scheduled at 5:30 pm as follows:

- **1 April 2019**
- **27 May 2019**