



# ST. MARY'S COLLEGE

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## Agreed Report of the Board of Management Meeting 7:00pm, Monday 5<sup>th</sup> November 2018

### 1) Welcome and Prayer.

An ordinary meeting of the Board of Management took place in St. Mary's College on Monday 5<sup>th</sup> November 2018 at 7:00pm. Present were Sister Mary Forde (Chair), Ben Lynch, Patsy Sweeney, Niall McDonald, Aideen Hogan, Fionnuala Ni Mhurchu, Aisling Cox and Anthony Carty (Secretary).

### 2) Apologies: Sabine Walsh

3) Introduction to BOM (moved from item 6). Gerry McGuill gave the BOM a comprehensive briefing based on the CEIST Board of Management Handbook. BOM members were encouraged to avail of JMB training.

4) Minutes. The BOM meeting 26<sup>th</sup> September minutes of were proposed by Patsy Sweeney and seconded by Ben Lynch.

### 5) Matters Arising.

### 6) Correspondence.

a) None

### 7) Finance Report.

a) No FSC Meeting since last meeting Sister Mary Forde, Ben Lynch and Anthony Carty were confirmed to form Finance Sub-Committee for present BOM. The Principal was to confirm Michael Horkan as another member.

### 8) School Development and Planning.

a) Leadership and Management: Three areas from Looking At Our School (2016) for school self-evaluation were presented, based on identified school need. The focus was to be on "Learner outcomes", "Leading learning and teaching" and "Teachers' collective and collaborative practice".

b) Anti-Bullying and schedule for policy review. To be discussed at the next meeting.

c) Data Protection draft and next steps. A draft was given out to BOM for discussion at the next meeting.

### 9) Principal's Report.

a) Report on student numbers, enrolment strategy and projections. 171 students on October Returns. 3 of these were recorded as short-term placements which brings the figure to 168. 2 new students since this, another student has left.

b) Open Evening: good feedback. What we have to offer was strongly represented. Use of Facebook to promote school.

c) 1<sup>st</sup>/2<sup>nd</sup> Year P/T Meeting, 8<sup>th</sup> November, Information Meeting for 1<sup>st</sup> Year parents at this time. Focus on Parents' Association. Mock Interviews late November/early December.

d) Mentor system up and running. A number of events and 1<sup>st</sup> years seem happy.

e) 5<sup>th</sup> October: Opening Mass at 12:00pm.

f) Awards ceremony for 2 high achieving students in Business JC in Galway, attended by Ms Hughes.

g) In-service on GAA future leaders 10<sup>th</sup> October.

For consideration:

### h) Suspensions:

i) Principal to provide Schedule 1 and Schedule 2 at the next meeting.

j) The BOM delegated authority to suspend to the Principal for 3 days: proposed by Aisling Cox and seconded by Niall MacDonald. Also to the Deputy Principal: Sister Mary Forde proposed and Fionnuala Ni Mhurchu seconded. This to be confirmed in writing.

### 10) Anti-Bullying Report.

None reported at this time.

### 11) Child safeguarding

No issues reported at this time. The possibility of Child safeguarding inspections was raised. The BOM adopted Children First (2017) and the DES Child Protection Guidelines (2017). The Principal identified a new to review the school's risk assessment.

### 12) Agreed Report.

Anthony Carty will complete the Agreed Report.

13) Date of next meeting: 7:00pm, 27<sup>th</sup> November, FSC to meet at 6:30pm on that date.