

**Our Lady’s Secondary School**

**Castleblayney**

**Co. Monaghan**

Principal: *Mr. Eddie Kelly*

Deputy Principals: *Ms. Jane Treanor, Mr. Darren Bishop*

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**Board of Management Meeting Tuesday May 3rd**

**Opening Prayer:** G. Carville.

**Attendance:** G. Carville (Chairperson), S. Egan (Trustee Nominee), A. Campbell (Trustee Nominee), S. Mc Ginnity (Trustee Nominee), B. Campbell (Parent Nominee), D. Mooney (Teacher Nominee), J. Sheridan (Teacher Nominee)**,** E. Kelly (Sec B.O.M).

**Apologies:** J. Bishop (Parent Nominee)

**Minutes**

Proposed: Brenda Campbell

Seconded: Jennifer Sheridan

**Matters Arising**

Addressed in the Principal’s Report

**Correspondence**

* Applications for personal days-granted
* Application from the Modern Foreign Languages Department to organise a school tour in spring 2023- granted
* Circular 0016/2022: Employment of 3rd and 4th Year Undergraduate Student Teachers and application of the ‘5 Day Rule’
* Circular 0018/ 2022: Information in relation to Standardised Testing and Other Matters – Academic Year 2021/22 and Subsequent Years
* Circular 0019/2022: DEIS identification 2022: Appeals process for school
* Circular 0021/ 2022: Special Education Teaching Allocation 2022/23 (Post Primary)
* Circular 0022/2022: Staffing Arrangements in Voluntary Secondary Schools for the 2022/23 school year
* Circular 0027/2022: Grant Scheme for ICT Infrastructure – 2021/2022 school year
* Circular 0030/ 2022: Arrangements for Inspectorate Engagement with Post-Primary Schools - April to June 2022
* Correspondence from Bernadette Mc Keown in CEIST with a review of the 2020- 2021 school accounts
* Correspondence from CEIST Coordinator Sharon Mc Grath acknowledging the minutes of our Board of Management meeting in March and our FSC Report for December

**Finance**

* The Principal presented a Finance Report to members of the Board of Management that included the following information: Income & Expenditure from the start of the year, list of creditors, debtors and unreconciled payments

**Events to Date:**

**Tuesday March 22nd**

* Year Head Meeting P6 in Iontas
* Internet Safety Talk for First Years 2.00pm – 2.55pm
* Internet Safety Talk for Second Years 3.00pm – 3.55pm
* European Money Quiz
* Yes & Be Well Programme
* Second Year Basketball Regional Semi Final
* Senior ECO Club 1.15pm
* First Year Homework club 4.00pm – 5.00pm
* First Year Boys GAA 4.00pm- 5.00pm
* Evening Study 4.00pm – 6.00pm
* Fourth Year Parent Teacher Meeting 4.15pm – 6.45pm

**Wednesday March 23rd**

* CEIST Online Student Conference
* DCU Boys GAA Blitz
* U/15 Boys Soccer 1.10pm – 2.10pm
* Evening Study 2.00pm – 4.00pm

**Thursday March 24th**

* Study Skills Workshop for 5th Years
* Anti Bullying Talks
* First Year Boys GAA
* U/14 Girls GAA
* 4th & 5th Year Rugby 4.00pm – 5.00pm
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Friday March 25th**

* OLSS fundraising for Daffodil Day
* OLSS 50th Anniversary Mass 11.30am
* Ulster Ladies All Star Presentation
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Saturday March 26th**

* Sixth Year Saturday Study 9.00am – 1.00pm

**Monday April 4th**

* Student Support Meeting P6 in Iontas
* TY Drugs Talk
* U/15 Boys GAA
* 2L Business Presentation
* OLSS 50th Anniversary History Time Capsule
* Junior Debating Club Rm at lunchtime in Room 04
* U/15 Boys Soccer 4.00pm – 5.00pm
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Tuesday April 5th**

* Year Head Meeting P6 in Iontas
* First Year Boys Basketball All Ireland Play Offs
* U/14 Girls GAA
* Yes & Be Well Programme
* Senior ECO Club 1.15pm
* U/14 Girls GAA 4.00pm – 5.00pm
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm
* UCD Entrance Scholars Presentation

**Wednesday April 6th**

* First Year Girls Basketball All Ireland Play Offs
* TY PE Expo
* First Year Boys GAA 1.10pm – 2.10pm
* Evening Study 2.00pm – 4.00pm
* Choir event in Iontas

**Thursday April 7th**

* U/14 Girls GAA
* Third Year Presentation on TY 2.00pm – 2.30pm
* 4th & 5th Year Rugby 4.00pm – 5.00pm
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Friday April 8th**

* Second Year Boys Basketball All Ireland Play Offs
* 5th Year LCVP Enterprise Activity
* U/15 Boys Soccer Ulster Semi Final
* First Year Boys GAA training 4.00pm – 5.00pm
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Saturday April 9th- Thursday April 14th**

* Leaving Certificate Irish Orals

**Saturday April 9th**

* Leaving Certificate German Orals
* Leaving Certificate French Orals

**Sunday April 10th**

* Leaving Certificate French Orals

**Thursday April 15th**

* Leaving Certificate Russian Orals

**Monday April 25th**

* Student Support Meeting P6 in Iontas
* Junior Certificate Home Economics Exam
* Junior Debating Club Rm at lunchtime in Room 04
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Tuesday April 26th**

* Ulster Schools Athletics Track & Field
* Year Head Meeting P6 in Iontas
* Senior ECO Club 1.15pm (new members welcome)
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Wednesday April 27th**

* English SLAR
* Evening Study 2.00pm – 4.00pm
* OLSS 50th Anniversary Music & Poetry Event in Iontas 7.00pm

**Thursday April 28th**

* OLSS 50th Anniversary Sporting Event 6.00pm
* Young Economist of the Year competition
* Junior Certificate Home Economics Practical Exam
* TY Gaisce
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Friday April 29th**

* TY Gaisce
* Junior Certificate Home Economics Practical Exam
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm

**Saturday April 30th**

* Sixth Year Saturday Study 9.00am – 1.00pm

**Monday May 2nd**

* Bank Holiday

**Tuesday May 3rd**

* Fifth Year Geography Field Study
* Junior Certificate Home Economics Practical Exam
* Year Head Meeting P6 in Iontas
* Senior ECO Club 1.15pm
* First Year Homework club 4.00pm – 5.00pm
* Evening Study 4.00pm – 6.00pm
* Board of Management Meeting

L**earning & Teaching**

* The following Leaving Certificate Oral & Practical Exams took place during the Easter holidays:
	+ German Orals: Saturday April 9th
	+ French Orals: Saturday April 9th & Sunday April 10th
	+ Irish Orals: Saturday April 9th- Thursday April 14th
	+ Russian Orals: Thursday April 14th.
	+ Music Practical: Wednesday April 13th
* The Junior Certificate Music Practical Exam and the Junior Certificate Home Economics Practical Exam are taking place in the coming weeks.
* The following students from the Leaving Certificate class of 2021 received UCD Entrance Scholars Awards on April 5th: Jodie Mc Quillan, Emma Hanratty, Vincent Chen, Phadra Clarke Casey, Mia Mackie & Tara Quinn.
* A Study Skills Workshop was held for Fifth Year students on March 24th.
* An online Parent Teacher meeting for the parents & guardians of Fourth Year students took place on March 22nd. Parents of Fourth Year students were surveyed after the Parent Teacher Meeting and the Principal shared the responses with the Board of Management.
* The SEN & SET team are meeting on a regular basis to review tests results and to work on targeted support and interventions for students across various year groups.
* School Self-Evaluation: The development of our areas of focus for School Self Evaluation for the forthcoming year will continue through the Teaching & Learning Committee, Subject Department meetings and staff meetings. A meeting of the Teaching & Learning Committee took place on Monday March 21st to look at the following areas:
	+ Feedback from students surveys
	+ Active Learning
	+ Peer Observation
	+ Questioning
* One of the groups in the TY Junk Kouture module were successful in the Northern Regional finals and qualified for the National Finals in May.
* All Third Year students attended a presentation on Transition Year on April 7th.
* An English SLAR meeting was held on April 27th.
* Fifth Year LCVP students completed their Enterprise Activity on April 8th.
* A number of Second Year students participated in the European Money Quiz initiative on March 22nd.
* Congratulations to the students from our Fourth & Fifth Year Economics classes who were successful in the Young Economist of the Year competition. TY Economic students Oisín Mc Kiernan, Sean Brennan, Luke Brennan and Devin Xue came 3rd place overall in the Young Economist of the year final and Fifth Year student Aine Gibbons who won a gold medal in her category.
* Fifth Year students Adam & Pauric Mc Bride were selected as finalists in the PublicJobs.ie competition
* Fifth Year student Beth Irwin came second in the National Careers Portal competition.
* Rachael Duffy and Emily Burgess in Second Year were awarded first and second place in the Monaghan County Council History Writing Competition.
* A number of Fifth & Sixth Year students had talks from representatives from the naval and defence forces.
* Students from the Fifth Year Agricultural Science class visited Ballyhaise College recently.
* A group of senior students visited O’ Fiach College, Dundalk with Mr. Geraghty & Ms. Mc Sorley.
* The Art Department and Home Economics Department collaborated to raise over €1,000 for Castleblayney Cancer on Daffodil Day.
* The German Department SLAR meeting took place on Monday February 7th.
* Ms. Mc Enaney, the TY Active School Module and the PE Department held a very successful Active Schools Week from March 28th to April 1st.
* The History Department organised for students to place relevant school related material in to a time capsule to help celebrate the 50th anniversary of the school.
* The Geography Department made posters based on the mini census that all First Year students completed as part of the Geography department's 50th Anniversary celebrations.
* Fifth Year students Teana Carragher and Aoibhe Bolger were successful in the Go Girls Ulster Karting Championships to qualify for the national finals.
* Evening Study takes places from 4pm – 6pm for Third & Sixth Year students.
* A homework club for First Year students takes place from 4.00pm – 5.00pm. First Year students are supported by our SNA’s and TY students
* Saturday Study for Sixth Year students continues every Saturday morning.

The Principal paid tribute to the teachers for their willingness to embrace new initiatives so willingly that has generated to much positive discussion around Teaching & Learning in our school.

**Extra Curricular**

* The Senior Boys GAA team participated in the DCU 7 a side GAA Blitz on March 23rd.
* The Senior Girls GAA team participated in and won the DCU 7 a side GAA Blitz on April 26th.
* The U/15 Boys GAA team were defeated in the quarter final of their competition.
* The U/13 Boys GAA team qualified for the Dalton Cup semi final.
* The U/14 Girls GAA team have completed all their games in the group stages of their campaign.
* Amy Callan received her Ulster Schools Post Primary All Star Award at a ceremony in Ballygawley on March 25th.
* Transition Rear student Jamie Mooney was selected on the Queens University GAA Future Stars team for 2021-2022
* The First Year Boys Basketball team qualified for the regional finals and the All Ireland Playoffs.
* The Second Year Boys Basketball team qualified for the regional finals and the All Ireland Playoffs.
* The First Year Girls Basketball team were successful in the regional finals and qualified for the All Ireland Playoffs.
* The Second Year Girls Basketball team qualified for the regional finals and the All Ireland Playoffs.
* Hazel Hughes represented the school on the Irish Schools Cross Country team at the international schools cross country championships in Wales on March 26th.
* Students from the school participated in the schools track & field competition on April 26th and April 28th with the following students experiencing success- Luke Markey Gold 800m, Hazel Hughes Gold 800m and 1500m, Emma McGuigan Bronze 75m hurdles, Theo McMahon Bronze 1500m, Meave Smith Gold 800m & Silver High Jump, Mark Drury Silver Long Jump (Minor Boys), Odhrán Smith Silver Long Jump (Intermediate boys), Charlie Laverty Gold discus and shot putt, Katie Glynn Bronze 200m
* The U/15 Boys qualified for the Ulster Schools semi final losing narrowly to Abbey Vocational School.
* Rugby training for Fourth & Fifth Year students continues every Thursday after school.
* Fifth Year student Callum Madden was selected on the Ulster U/18 inter provincial rugby team.
* The school debating club meet every Friday at lunchtime.
* The school choir participated in a fundraising event for the Ukraine in Iontas on April 6th.
* Auditions took place for the school musical in October 2022. The cast has been announced and the musical has been confirmed as Rock of Ages.
* Students from the school choir participated in a Golden Jubilee Show on April 27th, performing songs from past musicals.
* The Junior Drama Club takes place every Thursday after school from 4.00pm – 5.00pm
* The Eco Club meet every Tuesday and Thursday at lunchtime.
* Transition Year students have been busy since the last Board of Management meeting.
	+ TY coaching in the local primary schools
	+ TY Aware Life Skills programme
	+ TY Subject mentors
	+ TY Junk Kouture Competition
	+ TY Gaisce
	+ TY Sports Leadership
	+ TY PE Expo
	+ TY Garda Trip
	+ TY Bike Green Course
	+ TY Law Module

The Principal thanked the staff for their extraordinary generosity of time & spirit in giving students opportunities to develop their skills, talents and interests outside the classroom.

**Student Voice**

* Sixth Year Student Leaders are assisting staff with the stocking of PPE supplies in classrooms on a rotational basis.
* The Junior Student Council and Senior Student Council meet every Friday at lunchtime
* TY Mentors are assisting Sixth Year Student Leaders with their school duties.
* A Student Suggestion Box has been placed in the GPA and the suggestions will be collated by Student Leader Coordinator Ms. Murray.
* Representatives from the Student Council and Student Leadership Group attended the online CEIST Student Leadership Conference.
* Sixth Year student Ronan Garrivan acted as one of the MC’s at a recent Dail na nOg event.

The Principal & members of the Board of Management thanked everyone involved in the promotion of Student Voice at Our Lady’s.

**Student Support & Discipline**

**Student Support**

* Student Support Meetings are held every Monday P6
* The External Counsellor continues to support students on a weekly basis.
* The school meals programme continues to provide support to a number of families on a weekly basis.
* Senior students in the school are participating in a Yes & Be Well programme,
* Senior Management, the Guidance Counsellors and Year Heads are currently meeting all Sixth Year and Third Year students on an individual basis to review their Pre Exam results
* First & Second Year students had Internet Safety Talks on March 22nd.
* Anti Bullying Workshops were held for students in all year groups on March 24th with a follow up talk for parents & guardians on April 6th.
* Transition Year students had a drugs talk on April 4th.

**Discipline**

* Council of Discipline meetings take place every Tuesday P6.
* There has been one suspension since the last Board of Management meeting.

The Principal & members of the Board of Management thanked everyone involved in the Council of Discipline and Student Support Team for the hard work, care and support shown to students across so many different levels.

**Faith Life of the School**

* Weekly prayers are said over the school intercom.
* A mass to celebrate the 50th anniversary of the school was held in St. Mary’s Church on Friday March 25th.
* The Religion Department prepared resources for all classes to access for an Easter Reflection.

The Principal & members of the Board of Management thanked Ms. Duffy, members of the Religion Department and everyone involved in the promotion of the faith life of our school.

**Plant Development & Maintenance**

* Damien Mooney updated the Board of Management on developments relating to the new extension.
* The Principal updated the Board of Management in relation to the Summer Works Scheme 2022.
* The Principal informed the Board of Management of an application made to the Department of Education & Skills to upgrade machinery and equipment in a number of practical rooms.

**IT**

* None

**Policy Review:**

* Fire Safety Policy: Proposed: S. Egan Seconded: S. Mc Ginnity
* Internet Acceptable Usage Policy: Proposed: J. Sheridan Seconded: D. Mooney
* Social Media Policy: Proposed: G. Carville Seconded: S. Mc Ginnity
* Child Safeguarding Statement: Proposed: S. Egan Seconded: B. Campbell

**Health & Safety**

* None

**Child Protection Issues**

* The Principal informed the Board of Management of communication and / or referrals to TUSLA since the last Board of Management meeting.

**A.O.B.**

* The Principal updated he Board of Management on developments with the review of Middle Leadership Needs and Responsibilities. The Board ratified the Middle Leadership & Management Roles and Responsibilities document: Proposed: S. Egan Seconded: A. Campbell
* The Principal and Chairperson updated the Board of Management on developments relating to the 50th anniversary celebrations.
* The school has undertaken a fundraising drive to help raise funds to upgrade and improve school facilities.
* The Board of Management looked at the impact of the increase to 400 hours of wellbeing across 3 years at Junior Cycle students starting in September 2022 (to include a minimum time allowance of 100 hours across 3 years for both CSPE & SPHE). The following suggestions were ratified. Proposed: A. Campbell Seconded: G. Carville
	+ First Year September 2022: Wellbeing replaced by CSPE & ICT replaced by SPHE
	+ Second Year September 2023: 1 period of option 1 replaced by CSPE, 1 period of option 2 replaced by SPHE and Wellbeing replaced by Science
	+ Third Year September 2024: 1 period of Science replaced by CSPE & 1 period of French / German replaced by SPHE
* The Principal updated the Board of Management on our staff allocation for 2022/ 2023 and interview panels were proposed and seconded for upcoming interviews.
* The Board of Management looked at other aspects relating to next years timetable and after analysis of staff, student and parent surveys agreed to the following:
* Split timetables for break & lunch to continue for 2022/ 2023
* To no longer use base classrooms for First Year students
* The Chairperson of the Board of Management thanked the Principal for a comprehensive report and thanked the Senior Management Team and all staff for their continued hard work & commitment to the school.

**Next Meeting**

* The next meeting of the Board of Management will take place on June 14th

**Agreed Report Parents:** To go on the website and link sent to parents on the school app.

**Agreed Report Staff:** J. Sheridan