



Our Lady's Secondary School
Castleblayney
Co. Monaghan

Tel: 042 9740351
Fax: 042 9749197
E-mail: office@olss.ie
Web: www.olss.ie

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

Board of Management Meeting February 24th

Opening Prayer: M. Caffrey

Attendance: M. Caffrey (Chairperson), A. Campbell (Trustee Nominee), B. Campbell (Trustee Nominee), J. Bishop (Parent Nominee), M. Sherry (Parent Nominee), Z. Brady (Teacher Nominee), A. Connolly (Teacher Nominee), E. Kelly (Sec B.O.M).

Apologies: S. Egan (Trustee Nominee).

Minutes

Proposed: M. Sherry

Seconded: Z. B rady

Matters Arising

Addressed in the Principal's Report

Correspondence

- Applications from staff for personal days- approved
- Applications from staff for job sharing 2026- 2027- approved
- Applications from staff for a career break 2026-2027- approved
- Circular 0018/2026: Standardised School Year 2026/27, 2027/28 & 2028/29
- Circular 0014/2062: Grant Scheme for ICT Infrastructure
- Circular 0003/2026: Teacher Refund Scheme
- Circular 0002/2026: Application of Bonus marks for all components of State examinations through Irish to be examined in Leaving Certificate 2027 and in subsequent years
- Circular 0074/2025: Panel access for fixed-term/temporary (this includes substitute) and part-time teachers to the Supplementary Redeployment Panel for the 2026/27 school year
- Application for use of school facilities-approved
- Correspondence from CEIST Coordinator Sharon Mc Grath acknowledging receipt of our minutes from our December meeting.
- Correspondence from CEIST approving our Appendix V application to purchase land beside the school.

Events to Date:

Thursday December 11th

- Wellbeing Week 'Being Spiritual'
- REIM Solutions Online Safety Talks
- First Year Boys GAA at lunchtime
- Lunchtime Activities for Junior Students Rm 37 1.25pm- 1.55pm
- U15 Boys GAA 4.00pm- 5.00pm
- Board of Management Meeting 6.00pm

Friday December 12th

- Wellbeing Week 'Being Spiritual'
- Christmas Reflections
- First Year Girls Soccer
- Junior Year Head Meeting 12.16pm

Monday December 15th

- Pre Leaving Certificate Irish Oral Exams
- First Year Boys GAA at lunchtime

Tuesday December 16th

- Breakfast Club 8.00am-8.45am
- Pre Leaving Certificate Irish Oral Exams
- U15.5 Boys GAA training at lunchtime
- Club na Gaeilge Rm 53 at lunchtime
- Art Club for Junior & Senior Students 1.30pm
- Lunchtime Activities for Junior Students Rm 37 1.25pm – 1.55pm
- First Year Boys Soccer 4.00pm- 5.00pm

Wednesday December 17th

- Senior Year Head Meeting 10.05am
- Pre Leaving Certificate Construction Studies Practical Exam
- Student Support Meeting 12.16pm

Thursday December 18th

- First Year Boys GAA at lunchtime
- Lunchtime Activities for Junior Students Rm 37 1.25pm- 1.55pm
- U15 Boys GAA 4.00pm- 5.00pm

Friday December 19th

- Junior Year Head Meeting

Monday January 5th

- First Year Boys GAA 4.00pm- 5.00 pm

Tuesday January 6th

- Breakfast Club 8.00am-8.45am

- Club na Gaeilge Rm 53 at lunchtime
- Second Year Assembly 10.20am
- Art Club for Junior & Senior Students 1.30pm
- Lunchtime Activities for Junior Students Rm 37 1.25pm – 1.55pm
- U16 Girls GAA

Wednesday January 7th

- Senior Year Head Meeting 10.05am
- Student Support Meeting 12.16pm
- VEX Robotics Rm 16 at 1.15pm

Thursday January 8th

- First Year Boys GAA at lunchtime
- Lunchtime Activities for Junior Students Rm 37 1.25pm- 1.55pm
- U15.5 Boys GAA 4.00pm- 5.00pm,
- Staff Meeting 4.10pm- 6.00pm (Concert Hall)

Friday January 9th

- Junior Year Head Meeting 12.16pm
- TY Young Scientist

Monday January 12th

- Ulster Ladies GAA Post Primary All Stars
- First & Second Year Girls Basketball
- First Year Boys Basketball
- U15.5 GAA training at lunchtime
- TY Reptile Haven Workshop
- First Year Boys GAA 4.00pm- 5.00pm

Tuesday January 13th

- Oide School Closure
- First Year Parent Teacher Meeting 4.15pm- 6.30pm

Wednesday January 14th

- First Year Boys GAA
- Senior Year Head Meeting 10.05am
- Student Support Meeting 12.16pm
- Camogie training 1.15pm- 2.15pm

Thursday January 15th

- TY SEPI Initiative
- St. Columbanus Public Speaking Competition
- Badminton & Table Tennis Club at lunchtime
- First Year Boys GAA at lunchtime
- Lunchtime Activities for Junior Students Rm 37 1.25pm- 1.55pm
- U15.5 GAA 4.15pm- 5.15pm

Friday January 16th

- Junior Year Head Meeting 12.16pm
- Badminton & Table Tennis Club at lunchtime
- U15.5 GAA at lunchtime
- TY Talk with Frank Diamond
- TY STEM Initiative
- District D Cross Country

Saturday January 17th

- Saturday Study 9.00am- 1.00pm

Monday January 19th

- Library Club Room 30 1.30pm – 1.55pm
- First Year Boys GAA
- Darts Club Room 48 1.30pm – 1.55pm
- U15.5 Boys GAA
- Zambia Immersion Project 2026 Interviews
- U14 Girls GAA 4.00pm- 5.00pm

Tuesday January 20th

- Breakfast Club 8.00am-8.45am
- TY Breathe Workshop
- U14 Girls GAA at lunchtime
- U15.5 Boys GAA at lunchtime
- First & Second Year Girls Basketball
- Club na Gaeilge Rm 53 at lunchtime
- Art Club for Junior & Senior Students 1.30pm
- Lunchtime Activities for Junior Students Rm 37 1.25pm – 1.55pm
- First Year Boys Soccer 4.00pm – 5.00pm
- Trinity College Entrance Scholarship

Wednesday January 21st

- Pre Junior Cycle & Pre Leaving Certificate Music Practical Exams
- First & Second Year Boys Basketball
- Senior Year Head Meeting 10.05am
- Student Support Meeting 12.16pm
- First Year Boys GAA 1.15pm – 2.15pm

Thursday January 22nd

- TY SEPI Initiative
- LCA Visit to the National Learning Network
- Lunchtime Activities for Junior Students Rm 37 1.25pm- 1.55pm
- Fifth Year Parent Teacher Meeting 4.15pm- 6.30pm
- DCU Entrance Scholarship

Friday January 23rd

- Pre Junior Cycle & Pre Leaving Certificate Music Practical Exams
- U14 Girls GAA at lunchtime
- First Year Boys GAA

- Junior Year Head Meeting 12.16pm

Saturday January 24th

- Saturday Study 9.00am- 1.00pm

Monday January 26th

- Wellbeing Week 'Being Responsible'
- Library Club Room 30 1.30pm – 1.55pm
- Darts Club Room 48 1.30 pm – 1.55pm
- U15.5 Boys GAA training at lunchtime
- First & Second Year Girls Basketball
- LCA Hotel Catering and Tourism Interview 14:00pm
- First Year Boys GAA 4.00pm- 5.00pm

Tuesday January 27th

- Wellbeing Week 'Being Responsible'
- Breakfast Club 8.00am-8.45am
- LCA Graphics and Constructions 09:00am
- First & Second Year Boys Basketball
- U14 Girls GAA at lunchtime
- U15.5 Boys GAA at lunchtime
- Club na Gaeilge Rm 53 at lunchtime
- Art Club for Junior & Senior Students 1.30pm
- Lunchtime Activities for Junior Students Rm 37 1.25pm – 1.55pm
- U15.5 Boys GAA 4.00pm- 5.00pm

Wednesday January 28th

- Wellbeing Week 'Being Responsible'
- First Year Boys Soccer
- Senior Year Head Meeting 10.05am
- Student Support Meeting 12.16pm

Thursday January 29th

- Wellbeing Week 'Being Responsible'
- TY Cooking Competition
- 5th Year LCVP Enterprise Visit
- Lunchtime Activities for Junior Students Rm 37 1.25pm- 1.55pm#
- U14 Girls GAA 4.00pm- 5.00pm

Friday January 30th

- Wellbeing Week 'Being Responsible'
- CEILIÚRADH CEIST
- U14 Girls GAA at lunchtime
- First & Second Year Boys Basketball
- U15.5 Boys GAA
- LCA General Education Task Interview (Leisure & Recreation) 09:00am
- LCA Practical Achievement Interview 10:00am
- Junior Year Head Meeting 12.16pm

Saturday January 31st

- Saturday Study 9.00am- 1.00pm

Monday February 2nd

- Bank Holiday

Tuesday February 3rd

- Breakfast Club 8.00am-8.45am
- Pre Leaving Certificate Exam
- U15.5 Boys GAA
- Club na Gaeilge Rm 53 at lunchtime
- Art Club for Junior & Senior Students 1.30pm
- Lunchtime Activities for Junior Students Rm 37 1.25pm – 1.55pm
- Strategic Planning Committee Meeting 4.10pm

Wednesday February 4th

- Pre Leaving Certificate Exam
- Pre Junior Cycle Exam
- First Year Boys GAA
- Senior Year Head Meeting 10.05am
- Student Support Meeting 12.16pm

Thursday February 5th

- Pre Leaving Certificate Exam
- Pre Junior Cycle Exam
- U15.5 Boys GAA at lunchtime
- Lunchtime Activities for Junior Students Rm 37 1.25pm- 1.55pm

Friday February 6th

- OLSS Staff Prayer Meeting 8.10am
- Pre Leaving Certificate Exam
- Pre Junior Cycle Exam
- Ulster Senior Schools Swim Meet
- First Year Boys GAA
- Junior Year Head Meeting 12.16pm
- U15.5 Boys GAA 4.00pm- 5.00pm

Saturday February 7th

- Saturday Study 9.00am- 1.00pm

Monday February 9th

- Pre Junior Cycle Exams
- Pre Leaving Certificate Exams
- Library Club Room 30 1.30pm – 1.55pm
- Darts Club Room 48 1.30 pm – 1.55pm
- U13 Boys GAA 4.00pm- 5.00pm
- Parents Association Meeting 7.00pm

Tuesday February 10th

- Breakfast Club 8.00am-8.45am
- Pre Junior Cycle Exams
- Pre Leaving Certificate Exams
- Pre Leaving Certificate Applied Exams
- U15.5 Boys GAA
- U14 Girls GAA at lunchtime
- Club na Gaeilge Rm 53 at lunchtime
- Art Club for Junior & Senior Students 1.30pm
- Lunchtime Activities for Junior Students Rm 37 1.25pm – 1.55pm
- First Year Boys Soccer 4.00pm- 5.00pm

Wednesday February 11th

- Pre Junior Cycle Exams
- Pre Leaving Certificate Exams
- Pre Leaving Certificate Applied Exams
- TY Musical Matinee
- First Year Vaccinations
- Senior Year Head Meeting 10.05am
- Student Support Meeting 12.16pm

Thursday February 12th

- Pre Junior Cycle Exams
- Pre Leaving Certificate Exams
- Pre Leaving Certificate Applied Exams
- First Year Vaccinations
- U14 Girls GAA at lunchtime
- Lunchtime Activities for Junior Students Rm 37 1.25pm- 1.55pm
- TY Musical
- UCD Entrance Scholarships

Friday February 13th

- Pre Junior Cycle Exams
- Pre Leaving Certificate Exams
- Pre Leaving Certificate Applied Exams
- First Year Boys GAA
- Junior Year Head Meeting 12.16pm
- TY Musical
- U15.5 Boys GAA 4.00pm- 5.00pm
- Ulster Ladies Post Primary All Stars

Monday February 23rd

- Transition Year Work Experience
- Library Club Room 30 1.30pm – 1.55pm
- Darts Club Room 48 1.30 pm – 1.55pm
- Second Year Boys Basketball at lunchtime
- U13 Boys GAA 4.10pm- 5.10pm

- First Year Boys Basketball 4.00pm- 5.00pm

Tuesday February 24th

- Transition Year Work Experience
- Breakfast Club 8.00am-8.45am
- U15.5 Boys GAA
- Club na Gaeilge Rm 53 at lunchtime
- U14 Girls GAA at lunchtime
- Art Club for Junior & Senior Students 1.30pm
- Lunchtime Activities for Junior Students Rm 37 1.25pm – 1.55pm
- U14 Girls GAA 4.10pm- 5.10pm

Upcoming Events

- **Wednesday February 25th:** First Year Boys Hurling Blitz
- **Wednesday February 25th:** First & Second Year Boys Basketball
- **Thursday February 26th:** TY Mini Company Event
- **Thursday February 26th:** First Year Boys Soccer
- **Thursday February 26th:** Senior Girls GAA
- **Friday February 27th:** U14 Girls GAA
- **Tuesday March 3rd:** Third Year Information Evening
- **Tuesday March 3rd:** Soccer Trip
- **Tuesday March 3rd:** Teaching & Learning Committee Meeting
- **Monday March 9th:** Wellbeing Week ‘Being positive about learning’
- **Friday March 13th:** Open Day
- **Friday March 13th:** Second Year History Tour
- **Friday March 13th:** TY trip to Croke Park
- **Thursday March 19th:** TY Forensic Science Trip
- **Thursday March 19th:** Transition Year Parent Teacher Meeting
- **Wednesday March 25th:** DCU GAA Blitz (Boys)
- **Thursday March 26th:** Easter Reflections Provisional

Leading Learning & Teaching

- Isabel Huang from the Leaving Certificate class of 2025 received a Trinity College Entrance Scholarship on January 20th.
- Aoibhe Clarke and Amy Ruddy from the Leaving Certificate class of 2025 received a Trinity College Entrance Scholarship on January 22nd.
- David Lambe from the Leaving Certificate Class received a UCD Entrance Scholarship on February 11th.
- The Pre Leaving Certificate & Pre Junior Cycle Oral and Practical exams took place the week beginning December 15th.
- A number of Leaving Certificate Applied Task interviews took place the week beginning January 26th.

- The Pre Junior Cycle, Pre Leaving Certificate & Pre Leaving Certificate Exams took place before the midterm break.
- The Principal updated the Board of Management on developments with Senior Cycle Reform.
 - The State Examinations Commission (SEC) has published sample briefs for the Additional Assessment Components (AACs) in eight Tranche 1 redeveloped Senior Cycle subjects. A Provisional Schedule of Examination Dates for 2026/2027 has also been published to outline the planned approach to balancing the workload of AACs in schools with the introduction of redeveloped Senior Cycle subjects. Subject specifications and assessment guidelines for each Tranche 1 subject can be accessed on the NCCA website. This information has been circulated to the relevant subject departments.
 - Staff in our school engaged in staff CPD on Senior Cycle Redevelopment on January 13th.
- A First Year Parent Teacher meeting took place on January 13th. All First Year students and their parents & guardians were surveyed as part of the SSE process.
- A Fifth Year Parent Teacher meeting took place on January 20th. All Fifth Year students and their parents & guardians were surveyed as part of the SSE process.
- Teaching & Learning is on the agenda for all staff & Subject Department Meetings.
- 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. The school applied to the PDST for support in the following areas relating to SSE
 - ICT
 - Literacy
 - Questioning
 - Wellbeing.
 - School Journal
- As part of our SSE process, Wellbeing Weeks themed ‘Being Spiritual’ & ‘Being Responsible’ took place the weeks beginning December 8th and January 26th
- TY students Jack Burns, Benas Volodzka and Shane Malone represented the school in the Stripe Young Scientist & Technology Exhibition, January 7th - 10th.
- TY students Seren Funcheon and Georgia Hanratty took part in a Cookery Competition on January 30th.
- Students in the TY Junk Kouture module are currently preparing for upcoming competitions.
- LCA students visited the National Learning Network on January 20th.
- Evening Study takes place from 4pm – 6pm,
- Saturday Study for Sixth Year students takes place from 9am-1pm.
- A homework club for First Year students takes place from 4.00pm – 5.00pm. First Year students are supported by our SNA’s.

The Principal paid tribute to the teachers for their willingness to embrace new initiatives, which has generated so much positive discussion around teaching and learning in our school.

Managing the Organisation

Finance

- Paul Healy from Moore Ireland Accounts presented the 2024-2025 school accounts to the Board of Management.
 - Proposed: J. Bishop
 - Seconded: A. Connolly

The Principal, Chairperson of the Board of Management, and members of the Board of Management thanked everyone, in particular accounts clerk Ms Lorraine Duffy, who manages school finances.

Child Protection Issues

- The Principal informed the Board of Management of communication and/or referrals to TUSLA since the last Board of Management meeting. The Board was satisfied that the relevant reporting procedures were followed.
- The Chairperson updated the Board of Management on recent CPD attended relevant to this area.

Bi Cinnealta Procedures

- The Principal informed the Board of Management of the requirements for schools under circular 0055/2024 'Publication of Bi Cinnealta Procedures to Prevent and Address Bullying Behaviour for Primary and Post Primary Schools'
- The Principal & Chairperson of the Board signed Appendix D of the Bi Cinnealta Oversight Report

Health & Safety

- None

On Line Claims System

Proposed: J. Bishop

Seconded: Z. Brady

Leading School Development

Policy Review: None

Upcoming:

- Guidance Policy
- Bi Cinnealtas Policy
- Code of Behaviour
- Child Safeguarding Statement
- Admissions Policy
- Work Experience Policy

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. The school applied to the PDST for support in the following areas relating to SSE

- ICT
- Literacy
- Questioning
- Wellbeing.
- School Journal

Plant Development & Maintenance

- The Principal updated the Board of Management on developments relating to the new extension, convent grounds and the Emergency Works scheme in the school.

School Strategic Planning

- A meeting of the school Strategic Planning Committee took place on February 3rd. The Principal acknowledged P. Mulroe's work in leading this important area of school life.

Faith Life of the School

- Weekly prayers are said over the school intercom.
- Ms. Mc Ardle has organised monthly prayer meetings for staff.
- Staff representatives from the school are participating in a CEIST Cothu initiative.
- The Christmas Reflections took place on December 12th.
- The Religion Department organised initiatives for Catholic Schools Week and Ceilluradh CEIST.

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.

IT

- The school is currently looking at the possibility of bringing in student devices for students in the senior cycle to support project work as part of Senior Cycle Reform. The Board asked to be kept updated on staff and parent feedback on this proposed initiative.

Extra Curricular

- The Principal updated the Board of Management on developments with GAA, Basketball, Soccer, Hurling & Camogie teams in our school.
- Congratulations to Sixth Year student Ellie Flanagan who received her Ulster Ladies Post Primary All Star at a presentation on February 13th.
- The school equestrian team participated in the Inter Schools Show Jumping Competition.
- Students from our school participated in the Ulster Schools Swimming Competition.
- Students from our school participated in the Ulster Schools Cross Country event on January 16th, and Aine Smith and Judy Hughes qualified for the next stage of the competition.
- The school choir practices regularly at lunchtime most days each week for upcoming school events.
- The Transition Year Musical took place from February 11th- 13th. The Principal and members of the Board of Management congratulated everyone involved on an excellent production.
- The Irish Department are participating in a Ghaelbhratchach Initiative, and the students involved meet regularly.
- Interviews for the Zambian Immersion Initiative 2026 took place on January 19th.
- The following activities are available to students at lunchtime:
 - Club na Gaeilge
 - Library Club
 - Darts Club
 - Badminton & Table Tennis Club
 - Art Club
 - Board Games & Activities
 - GAA training
 - Basketball in the gym
- Transition Year Events & Activities
 - TY Active Schools
 - TY SEPI Initiative
 - TY Tidy Towns
 - TY VEX Robotics

- TY Young Scientist
- TY Breathe Workshop
- TY Talk with Frank Diamond
- TY STEM Initiative
- TY Reptile Haven Workshop
- TY Musical
- TY Work Experience

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

Enrolment 2026

- The Principal updated the Board of Management on developments for admissions to First Year in September 2026.
- The Principal updated the Board of Management on correspondence sent to the NCSE and Department of Education & Youth regarding our special classes and the need for an additional class. The Board welcomed the Department's decision for an additional special class to cater for the demand in the area.

The Principal & Chairperson acknowledged the hard work and forward planning of Deputy Principal Ms. Treanor in this area.

Developing Leadership Capacity

Middle Management

- The Principal informed the Board of Management of developments at Middle Management.

Student Voice

- Sixth Year Student Leaders are assisting with supervision on corridors before school.
- A. Doris is undertaking a review of student leadership opportunities in the school.
- The Student Council meet regularly.
- Ms. Duffy is leading a Student Voice initiative in our school.

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

Student Support

- Student Support Meetings are held every Wednesday.

- The school meals programme continues to provide support to several students every week.
- Staff in our school assist with a school Breakfast Club every Tuesday and Thursday morning before school.
- The school has engaged the services of a Student Youth / Home School Liaison Officer every Wednesday through an initiative with Monaghan Education Centre.
- Our school is implementing the NCSE Check & Connect Programme this year.
- Assemblies for different year groups were held in January on the return to school.
- All year groups had talks from REIM Solutions on online safety.
- First Year vaccinations took place on February 10th & 11th.

Discipline

- Council of Discipline meetings take place every Wednesday & Friday.

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

A.O.B.

- A staff meeting took place on January 8th.
- There was a meeting of the Parents Association on February 9th.
- The Principal informed the Board of Management of plans for a whole community 5km event planned for April 24th and acknowledged the hard work of Ms. G. Duffy, Ms. J. Duffy and the organising committee in preparing for this event.
- 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: April 14th

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

Agreed Report Staff: Z. Brady

