



**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 Agreed Report September 29th

Opening Prayer: M. Caffrey

Ita Duffy RIP was remembered in the opening prayer.

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

Apologies: None

Minutes

Proposed: M. Sherry
Seconded: Z. Brady

Matters Arising

Addressed in the Principal's Report

Correspondence

- Applications from staff for personal days (approved): Proposed: B. Campbell & Seconded: J. Bishop
- Application for school tour:
 - Soccer trip- March 2027. (approved)
 - MFL trip- February 2027 (approved)
- Circular 0072/2026: Guidance in Post Primary Schools
- Circular 0069/2026: Maternity-Related Home Tuition Grant Scheme
- Circular 0068/2026: Home Tuition Grant Scheme- Children in Care
- Circular 0067/2026: Home Tuition Grant Scheme- No school place
- Circular 0066/2026: Interim amendment to the operation of the whole school component of the Croke Park Hours (CPH) for teachers in the Post-Primary Sector
- Circular 0063/2026: Outline to schools outline how the Parents Notify process will operate ahead of the 2027/2028 school year.
- Circular 0041/2024: Guidance in Post Primary Schools.
- Circular 0040/2026: Contracts of Employment for SNA's in Fixed Term Posts
- Circular 0039/2026: Contracts of Employment for SNA's in Standard Posts

- Circular 0032/2026: The role of the SNA in primary, post primary and special schools.
- Circular 0022/2026: SNA Redeployment Scheme
- Application for CPD funding from M. Atkinson.
- Correspondence from CEIST Coordinator Sharon Mc Grath acknowledging receipt of our minutes from our June meeting.
- Correspondence from CEIST acknowledging receipt of our annual budget & annual report.

Events to Date:

Monday August 24th

- **10.00am – 2.30pm:** First Year Book Rental / Stationery in the GPA

Tuesday August 25th

- **10.00am – 2.30pm:** Second & Third Year Book Rental / Stationery in the GPA
- **11.00am – 2.00pm:** Induction of new staff (Room 45)

Wednesday August 26th

- **9.00am- 1.15pm:** First Year Induction
- **9.00am- 10.30am:** Subject Department Meetings
- **10.45am- 11.45am:** Staff Meeting in the Concert Hall
- **12.00pm- 1.00pm:** Subject Department Meetings

Thursday August 27th

- First Year Induction
- Sixth Year students return to school
- Staff Planning

Friday August 28th

- Second, Third, Fourth & Fifth Year students return to school.
- Student Support Meeting 12.16pm

Monday August 31st

- U16 Boys GAA 4.15pm – 5.15pm

Tuesday September 1st

- Senior Girls GAA 4.15pm- 5.15pm

Thursday September 3rd

- TY Induction Activities

Friday September 4th

- Staff Prayer Meeting 8.10am- 8.30am (Prayer Room)
- TY Induction Activities

- Zambia Immersion Project Coffee Morning
- Student Support Meeting 12.16pm

Monday September 7th

- Zambia Immersion Project Parents Information briefing 5.00pm

Tuesday September 8th

- Breakfast Club 8.00am- 8.45am Room 12
- Opening School Mass
- Lunchtime Activities 1.20pm – 1.50pm Rm 37
- Senior Girls GAA 4.15pm- 5.15pm

Thursday September 10th

- TY LA519 Fundraising
- Breakfast Club 8.00am- 8.45am Room 12
- Lunchtime Activities 1.20pm – 1.50pm Rm 37

Friday September 11th

- TY Induction Day Athlone
- Student Support Meeting 12.16pm

Monday September 14th

- Exam Revision CPD for Junior & Senior students
- Student Council Election
- Cruinniú Coiste Gaeilge ám lóin 1:20pm Seomra 53
- First Year Boys GAA Lunchtime League
- Sixth Year Information Evening 7.00pm

Tuesday September 15th

- Breakfast Club 8.00am- 8.45am Room 12
- U16 Girls Basketball training 8.00am
- First Year Boys GAA Lunchtime League
- Sixth Year Othello Trip
- Lunchtime Activities 1.20pm – 1.50pm Rm 37
- Senior Girls GAA 4.00pm – 5.00pm
- Camogie & hurling training 4.10pm- 5.10pm

Wednesday September 16th

- Senior Girls GAA S & C 7.45am
- TY Musical Rehearsals
- U16 Boys GAA 2.00pm- 3.00pm
- U16 Girls GAA 1.30pm- 2.30pm

Thursday September 17th

- Breakfast Club 8.00am- 8.45am Room 12
- Athletics multi-event competition
- TY Ploughing Championships
- Lunchtime Activities 1.20pm – 1.50pm Rm 37
- First Year Mass 4.15pm

Friday September 18th

- U19 Girls Basketball training 8.00am
- Sixth Year Higher Options Conference
- TY STEM Passport
- Student Support Meeting 12.16pm
- Student Council meeting at lunchtime
- First Year Boys GAA Lunchtime League
- U16 Boys GAA 4.00pm- 5.00pm

Monday September 21st

- First Year Boys GAA Lunchtime League
- Amber Flag Committee Rm 36 1.20pm
- Senior Girls GAA
- U16 & U19 Girls Basketball
- TY Rise Workshop
- First Year Boys Soccer 4.00pm- 5.30pm

Tuesday September 22nd

- Breakfast Club 8.00am- 8.45am Room 12
- U16 Girls GAA
- First Year Boys GAA Lunchtime League
- Book Club Rm 17 1.20pm
- Senior Boys GAA
- Sixth Years Register of Electors from 11.20am
- Lunchtime Activities 1.20pm – 1.50pm Rm 37
- Hurling & Camogie training 4.15pm- 5.15pm

Wednesday September 23rd

- TY Musical Rehearsals
- Senior Girls GAA S & C 7.30am
- U16 Boys GAA 1.45pm- 3.00pm

Thursday September 24th

- Mercy Day
- Breakfast Club 8.00am- 8.45am Room 12
- First Year Boys GAA Blitz
- TY STEM Breaking Barriers Workshop
- Lunchtime Activities 1.20pm – 1.50pm Rm 37
- U16 Girls GAA 4.15pm- 5.00pm
- Senior Girls GAA 4.00pm – 5.00pm

Friday September 25th

- TY Gaisce Talk P2
- Mini-Company Lunchtime Club for 1st Years - 1.30pm in Computer Room 5
- U16 Boys GAA 4.30pm – 5.45pm

Monday September 28th

- First Year Boys GAA Lunchtime League
- Amber Flag Committee Rm 36 1.20pm

- U16 & U19 Girls Basketball
- U16 Boys GAA 4.30pm- 5.45pm

Tuesday September 29th

- Breakfast Club 8.00am- 8.45am Room 12
- U14 Boys GAA
- First Year Boys GAA Lunchtime League
- Book Club Rm 17 1.20pm
- Lunchtime Activities 1.20pm – 1.50pm Rm 37
- Hurling & Camogie training 4.15pm- 5.15pm
- U17 Boys Soccer 4.00pm- 5.00pm
- U20 Girls GAA 4.15pm – 5.15pm
- Board of Management Meeting

Upcoming Events

- **Wednesday September 30th:** U16 Camogie Blitz
- **Wednesday September 30th:** TY Musical Rehearsals
- **Thursday October 1st:** U16 Boys GAA
- **Thursday October 1st:** TY SEPI Initiative
- **Thursday October 2nd:** Open Night
- **Friday October 3rd:** U14 Boys GAA
- **Friday October 3rd:** School Holiday
- **Monday October 5th:** Senior Girls GAA
- **Monday October 5th:** U16 & U19 Girls Basketball
- **Monday October 5th:** TY Don't Pour Your Dreams Away Workshop
- **Monday October 5th:** First Year Information Evening (provisional)
- **Tuesday October 6th:** U16 & U19 Girls Basketball
- **Tuesday October 6th:** U16 Boys GAA
- **Tuesday October 6th:** Third Year Parent Teacher Meeting 4.15pm – 6.45pm
- **Thursday October 8th:** U16 & U19 Boys Basketball
- **Thursday October 8th:** U14 Boys GAA
- **Thursday October 8th:** Queens Future Stars U16 Girls GAA
- **Thursday October 8th:** Parents Association Meeting 7.00pm
- **Sunday October 11th- Friday October 16th:** French Exchange Initiative
- **Monday October 12th:** TY Frank Diamond Talk
- **Monday October 12th:** U16 & U19 Girls Basketball
- **Tuesday October 13th:** TY STEM Breaking Barriers Workshop
- **Tuesday October 13th- Friday October 24th:** Zambia Immersion Project
- **Friday October 16th:** Senior Girls GAA
- **Friday October 16th:** TY Rise Workshop
- **Tuesday October 20th:** TY SEPI Programme
- **Tuesday October 20th:** Feachtas Tráth na gCeist
- **Monday October 26th- Friday October 30th:** Midterm Break

Leading Learning & Teaching

- The Principal commented on the excellent Leaving Certificate & Leaving Certificate Applied Results across all levels and subjects. The Principal thanked all teachers and support staff for their work with the students throughout their time at school.
- The Principal informed the Board of Management of the results analysis completed by Athena tracking and the criteria by which staff and Senior Management were analysing Leaving Certificate results. A copy of the Athena Analytics Report will be emailed to Board of Management members.
- The Principal updated the Board of Management on developments with Senior Cycle Reform.
- Teaching & Learning is on the agenda for all staff & Subject Department Meetings. Several staff workshops were held during the August staff 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.
- An Information Evening for the parents & guardians of Sixth Year students took place on September 14th.
- First Year students completed their CAT4 tests at the start of the year.
- All students in the school have received access to the Exam Revision Platform.
- A meeting of LCA and L1/L2 LP teachers took place at the start of the year. There will be some overlap between the L1 L2 PLU's and the LCA electives.
 - Numeracy – LCA Maths
 - My Life, My Finance and Preparation for Life After School Preparing for Work 4L
 - Communication and Literacy – LCA English
 - Cookery – LCA Home Economics
 - PE – LCA PE
 - IT Skills – LCA Computers
 - Looking After My Environment – Geography 4L
 - Drama – Drama 4L
 - Special Interest – Practical Achievement
- Sixth Year Higher Level English students attended Othello on September 15th.
- Sixth Year students attended the Higher Options Conference on September 18th.
- The Cruinniú Coiste Gaeilge meet regularly at lunchtime.
- The Finnish Ambassador to Ireland and the Ireland Ambassador to Finland visited the school on Friday September 18th. A. Campbell noted the success of the visit and in particular acknowledged the roles of Mr. O' Keeffe and Mr. Mulroe.
- Evening Study takes place from 4pm – 6pm,
- A homework club for First Year students takes place from 4.00pm – 5.00pm.

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

- 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

Child Protection Issues

- Child Protection Oversight Report.

Bi Cinnealta Procedures

- Bi Cinnealta Oversight Report

Health & Safety

- None

On Line Claims System (Proposed J. Bishop & seconded B. Campbell)

Leading School Development

Policy Review

- Upcoming:
 - Child Safeguarding Statement

The Principal will liaise with the relevant postholders on an audit of policies and a list of policies due for review during the 2026-2027 academic year.

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
- Success Criteria & Learning Intentions

Plant Development & Maintenance

- The Principal updated the Board of Management on developments relating to the new extension and the Emergency Works Scheme.

Faith Life of the School

- Weekly prayers are said over the school intercom.
- The Opening School Mass took place on September 8th.
- The First Year Mass took place on September 15th.
- Ms. Mc Ardle has organised monthly prayer meetings for staff.
- Mercy Day was celebrated on September 24th.

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

- None

Extra Curricular

- The First Year Boys GAA lunchtime league has started.
- Several sports teams had meetings with their management teams to set up training schedules. A number of teams across all sports are back training and have played challenge games.
- Students from our school participated in the Ulster Schools Multi Athletics Event in Belfast on September 17th.
- The school choir practices regularly at lunchtime most days each week for upcoming school events.
- The following activities are available to students at lunchtime:
 - Club na Gaeilge
 - Board Games & Activities
 - Book Club
 - Sport Leagues
 - First Year Mini Company Initiative
 - Darts Club
- Transition Year Events & Activities

- TY Induction Bay Sports Athlone
- TY Create the Great in You Workshop
- TY Ploughing Championships
- TY LA519 Fundraising
- TY STEM Passport
- TY Musical
- TY SEPI Programme
- TY RISE Workshop
- TY STEM Breaking Barriers Initiative

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.

Enrolment 2027

- The Principal updated the Board of Management on developments for admissions to First Year in September 2027.

Developing Leadership Capacity

Middle Management

- The Principal informed the Board of Management of vacancies & appointments at Middle Management level.

Student Voice

- Sixth Year Student Leaders are assisting with supervision on corridors before school.
- Transition Year students are assisting with peer mentoring activities for the JCSP classes.
- Elections took place for the Student Council 2026-2027, and the first meeting of the year took place on September 18th.

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 Friday.
- The school meals programme continues to provide support to several students every week.
- Assemblies were held for all year groups on their return to school.
- Senior Management and Year Heads plan to meet all students for a short one to one meeting during September.

- The school has engaged the services of a Student Youth / Home School Liaison Officer every Wednesday through an initiative with Monaghan Education Centre.
- An Amber Flag Committee was set up to promote positive mental health.

Discipline

- Council of Discipline meetings take place every week.

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 discussion took place on the recent ASTI directive.
- The Principal informed the Board of Management that all First Year students had settled in well to post primary school.
- The Principal informed the Board of Management that all new staff members had settled well into Our Lady's.
- The Principal updated the Board of Management on developments with Food Village Catering Service.
- The Principal updated the Board of Management on the Junior / Senior Cycle Book Scheme.
- The Principal informed the Board of Management about the difficulties faced by families in the Latton & Clontibret areas in accessing school transport. The Principal will continue to liaise with key stakeholders on this matter.
- The Principal informed the Board of Management of preparations for the upcoming Zambia Immersion Project October 2026.
 - Parish Coffee morning September 5th
 - Parents Information Evening September 7th.
- 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

- November 10th

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

Agreed Report Staff: E. Kelly

