



Our Lady's Secondary School
Castleblayney
Co. Monaghan

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

Board of Management Meeting June 1st

Opening Prayer: G. Carville

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

Apologies: S. Mc Ginnity (Trustee Nominee), S. Egan (Trustee Nominee).

Minutes

Proposed: A. Campbell
Seconded: J. Bishop

Matters Arising

Addressed in the Principal's Report

Correspondence

- Applications from staff for personal days-approved
- Circular 0025/2023: Voluntary Search & Rescue Leave for teachers in Post Primary Schools
- Circular 0022/2023: Standardised Testing 2023
- Circular 0020/ 2023: Prescribed Material for the Leaving Certificate Exams 2025
- Circular 0019/2023: Prescribed Material for the Leaving Certificate English Exams 2023
- Circular 0018/2023: SNA Allocation 2023
- Correspondence from the FSSU acknowledging submission of our 2021-2022 school accounts.
- Correspondence from CEIST Coordinator Sharon Mc Grath acknowledging receipt of our minutes of March 28th.
- Correspondence from the DES in relation to a Junior Cycle Science Inspection. Members of the Board of Management congratulated the Science Department on an outstanding report and the Principal will email the Science Department on behalf of the Board acknowledging the same.
- Correspondence from M. Mc Kenna and E. Brady to organise a volunteer trip to Kabwe, Zambia, in October 2024- approved

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
- The Board of Management looked at subject related budgets for the 2023-2024. The Senior Management Team will liaise with each Department that submitted a budget for the 2023 – 2024 academic year.
- The Principal presented the draft budget for the Trustees for 2023-2024
 - Proposed: G. Carville
 - Seconded: J. Bishop

Events to Date:

Wednesday March 29th

- Wellbeing Week ‘Being Resilient’
- 2F Guidance Workshops with Ms. Mc Sorley 9.07am
- 2D Guidance Workshops with Ms. Mc Sorley 12.16pm
- Junior Certificate Home Economics Practical Exam
- Queens University U/16 Girls GAA Future Star Trials
- U/15 Boys All Ireland Basketball
- TY PE Expo
- U/14 Girls GAA training 1.15pm
- Senior Art club 1.30pm – 2.30pm
- Evening Study 2.00pm- 4.00pm

Thursday March 30th

- Wellbeing Week ‘Being Resilient’
- 1F Guidance Workshop with Ms. Mc Sorley 10.20am
- 2A Guidance Workshops with Mr. Geraghty 13.59pm
- Easter Reflections
- TY Road Safety Talk
- Junior Art club at lunchtime
- Year Head meeting 2.00pm
- Drama Club 4.00pm – 5.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm
- UCD Entrance Scholars Awards

Friday March 31st

- Wellbeing Week ‘Being Resilient’
- U/14 Girls GAA Ulster Semi Final
- U/15 Boys Soccer Semi Final
- Leaving Certificate Music Practical Exam
- Junior Certificate Home Economics Practical Exam
- Junior Choir at lunchtime
- Senior Choir at lunchtime
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Saturday April 1st

- Saturday Study
- Leaving Certificate Irish Oral Exam
- Leaving Certificate French Oral Exam
- Leaving Certificate Lithuanian Oral Exam

Monday April 17th

- Student Assemblies
 - First Year 2.30pm
 - Second Year 11.18am
 - Third Year 1.05pm
 - Fourth Year 12.15pm
 - Fifth Year 9.10am
 - Sixth Year 2.00pm
- Junior Cycle Music Practical Exams
- TY Kayak Course
- Student Support Meeting 2.00pm
- LCA Meeting 4.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Tuesday April 18th

- TY Kayak Course
- First Year Inspire Education Workshop
- Second Year History tour
- DCU Senior Girls GAA Blitz
- First Year Study Skills Workshop
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Wednesday April 19th

- TY Kayak Course
- CEIST Student Leadership Conference
- DCU Senior Boys GAA 7 a side competition
- Senior Art club 1.30pm – 2.30pm
- Evening Study 2.00pm- 4.00pm

Thursday April 20th

- TY Kayak Course
- TY Gaisce
- Junior Art club at lunchtime
- Year Head meeting 2.00pm
- Drama Club 4.00pm – 5.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Friday April 21st

- TY Gaisce
- TY History tour
- First Year Spelling Bee
- Junior Choir at lunchtime
- Senior Choir at lunchtime
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Saturday April 22nd

- Saturday Study

Monday April 24th

- Wellbeing Week 'Being Physically active and healthy'
- DES Junior Science Inspection
- Schools Athletics District D Competition in Clones
- TY Gaeltacht tour
- Student Support Meeting 2.00pm
- U/14 Girls GAA training 4.00pm – 5.30pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Tuesday April 25th

- Wellbeing Week 'Being Physically active and healthy'
- DES Junior Science Inspection
- TY Gaeltacht tour
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Wednesday April 26th

- Wellbeing Week 'Being Physically active and healthy'
- U/14 Girls GAA training 1.30pm – 2.30pm
- Senior Art club 1.30pm – 2.30pm
- Evening Study 2.00pm- 4.00pm

Thursday April 27th

- Wellbeing Week 'Being Physically active and healthy'
- Schools Athletics District D Competition in Antrim Forum
- First Year Vaccinations
- Leaving Certificate Art Exam
- Junior Art club at lunchtime
- Year Head meeting 2.00pm
- Drama Club 4.00pm – 5.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Friday April 28th

- Wellbeing Week 'Being Physically active and healthy'
- U/14 Girls GAA Ulster Final
- Young Economist of the Year Competition UCD
- LCA Vocational Preparation Task 12.30pm
- Junior Choir at lunchtime
- Senior Choir at lunchtime
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm
- Ulster Schools All Star Awards

Saturday April 29th

- Sixth Year Saturday Study 9.00am – 1.00pm
- Fifth Year Saturday Study 9.00am – 1.00pm

Monday May 1st

- Bank Holiday

Tuesday May 2nd

- School Holiday

Wednesday May 3rd

- Chartered Accountants of Ireland Competition
- LCVP Exam
- LCA End of Year Event
- 5th Year Mock Interviews 4.00pm – 7.00pm
- Evening Study 2.00pm- 4.00pm

Thursday May 4th

- 5th Year Geography Field Study
- Leaving Certificate Construction Studies Exam
- Junk Kouture National Final
- Junior Art club at lunchtime
- Year Head meeting 2.00pm
- Drama Club 4.00pm – 5.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Friday May 5th

- 5th Year Geography Field Study
- TY Business Trip
- Junior Choir at lunchtime
- Senior Choir at lunchtime
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Saturday April 29th

- Sixth Year Saturday Study 9.00am – 1.00pm
- Fifth Year Saturday Study 9.00am – 1.00p

Monday May 1st

- Bank Holiday

Tuesday May 2nd

- School Holiday

Wednesday May 3rd

- Chartered Accountants of Ireland Competition
- LCVP Exam
- LCA End of Year Event
- 5th Year Mock Interviews 4.00pm – 7.00pm
- Evening Study 2.00pm- 4.00pm

Thursday May 4th

- 5th Year Geography Field Study
- Leaving Certificate Construction Studies Exam
- Junk Kouture National Final
- Junior Art club at lunchtime
- Year Head meeting 2.00pm
- Drama Club 4.00pm – 5.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Friday May 5th

- 5th Year Geography Field Study
- TY Business Trip
- Junior Choir at lunchtime
- Senior Choir at lunchtime
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Saturday May 6th

- Sixth Year Saturday Study 9.00am – 1.00pm
- Fifth Year Saturday Study 9.00am – 1.00p

Monday May 8th

- Student Support Meeting 2.00pm
- Fifth Year DATS Tests
- European Day Initiative
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm
- U17 Boys Soccer Regional Final

Tuesday May 9th

- School Golf Tournament
- LCA French Oral Exam
- TY YSI Quiz
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Wednesday May 10th

- Evening Study 2.00pm- 4.00pm
- U/15 Girls Soccer Regional Final

Thursday May 11th

- LCA English & Communications Oral Exam
- TY Junk Kouture Fashion Show for the Girls National School
- Transition Year Awards
- Junior Art club at lunchtime
- Year Head meeting 2.00pm
- Drama Club 4.00pm – 5.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Friday May 12th

- TY Junk Kouture Art at St. Mary's 12pm – 1pm
- Fifth Year Irish Oral Exams
- L2LP tour to Slieve Gullion Forest Park and Airbound Trampoline Park
- Junior Choir at lunchtime
- Senior Choir at lunchtime
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Saturday May 13th

- Sixth Year Saturday Study 9.00am – 1.00pm
- Fifth Year Saturday Study 9.00am – 1.00pm

Monday May 15th

- Student Support Meeting 2.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Tuesday May 16th

- TY Trip to Let's Go Hydro
- LCA Hotel, Catering & Tourism Task
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm
- Junior Drama Production 7.00pm

Wednesday May 17th

- Student of the Year Award 12.20pm
- Evening Study 2.00pm- 4.00pm

Thursday May 18th

- Junior Art club at lunchtime
- Year Head meeting 2.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm
- Awards Night

Friday May 19th

- Junior Choir at lunchtime
- Senior Choir at lunchtime
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Monday May 22nd

- NGRT Testing for First Year students
- MFL Fifth Year Oral Exams
- Student Support Meeting 2.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Tuesday May 23rd

- Fourth Year Tidy Towns Initiative
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm
- Sixth Year Graduation Mass

Wednesday May 24th

- Transition Year Exams
- Evening Study 2.00pm- 4.00pm

Thursday May 25th

- Transition Year Exams
- Junior Art club at lunchtime
- Year Head meeting 2.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm
- Staff Meeting 4.15pm
- Parents Association Meeting 7.15pm

Friday May 26th

- Transition Year Exams
- Junior Choir at lunchtime
- Senior Choir at lunchtime
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Saturday May 27th

- Sixth Year Saturday Study 9.00am – 1.00pm
- Fifth Year Saturday Study 9.00am – 1.00pm

Monday May 29th

- Student Support Meeting 2.00pm
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Tuesday May 30th

- First Year Exams in English, Irish & Maths
- Second Year Exams in English, Irish & Maths
- Fifth Year Exams
- First Year Homework Club 4.00pm – 5.00pm
- Evening Study 4.10pm- 6.00pm

Wednesday May 31st

- Fifth Year Exam
- Evening Study 2.00pm- 4.00pm

Thursday June 1st

- Fifth Year Exams
- Year Head meeting 2.00pm
- Evening Study 4.10pm- 6.00pm
- Board of Management Meeting 7.15pm

Friday June 2nd

- Fifth Year Exams

Upcoming Events

- Leaving Certificate, Leaving Certificate Applied & Junior Cycle Exams

Learning & Teaching

- Cian Mc Kenna and Kevin Yatagampitiya from the Leaving Certificate class of 2022 received UCD Entrance Scholars Awards at a ceremony in UCD on March 30th.
- The Junior Certificate Home Economics practical exams took place the week beginning March 27th.
- The Leaving Certificate Music practical exam took place Friday March 31st.
- The Leaving Certificate Oral exams took place from April 1st -5th.
- The Junior Cycle Music Practical exam took place on April 17th.
- The Leaving Certificate Construction Studies exam took place on May 4th.
- The Leaving Certificate Art practical exam took place on April 27th.
- Leaving Certificate Applied assessments task interviews took place at various stages over the last few weeks.
- The Leaving Certificate Applied French Oral Exam took place on May 9th.
- The Leaving Certificate Applied English & Communications Oral Exam took place on May 11th.
- The end of year assessments for various year groups took place the last week in May. These assessments included oral exams in Irish, French & German for Fifth Year students.
- First Year students completed NGRT testing on May 22nd.
- The school had a Junior Cycle Science Inspection on April 24th & 25th and received extremely positive feedback from the inspector.
- 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. As part of our Wellbeing strand of SSE the last full week of each month is a Wellbeing Week. During these weeks' students get reduced homework and teachers have the opportunity to recognise student achievements with Wellbeing Awards. The theme for April was being Physically Active & Healthy.
- Fourth Year Economics students Evan Nidesh, Ceola Finnegan, Joshua Hagan & Katie Scarlett Mc Caul were successful in the Young Economist of the Year competition, winning a gold medal and getting to display their project at the national finals in O' Reilly Hall UCD.
- Second Year student, Megan Boyle qualified for the final of the Healthy Home Chef competition hosted by St. Angela's College in Sligo.
- Students in First & Second Year are participating in a number of Guidance related workshops the week beginning March 27th.
- A meeting of LCA teachers took place on April 17th.
- First Year students participated in a Spelling Bee literacy initiative on April 21st.
- Second Year History students attended a History tour on April 19th.
- TY History students attended a History tour on April 21st.
- TY Irish students attended the Gaeltacht on April 24th & 25th.

- TY Accounting students participated in the Chartered Accountants of Ireland competition on May 3rd. Ashlinn Hughes, Sophie Malone and Saoirse Fitzpatrick finished first place and Craig Brady, David Lambe and Michael Renaghan were runners up.
- The Guidance Department held a very successful Mock Interview Evening for Fifth Year students on May 3rd.
- Fifth Year students completed DATS Interests Tests on May 8th.
- Fifth Year Geography students completed their Field Study on May 4th & May 5th.
- Students from the TY Junk Kouture module participated in the national finals on May 4th. The students in the TY Junk Kouture module put on a fashion show for the students in the Girls National School on May 11th.
- TY Business students visited Butler's Chocolate factory on May 5th.
- A Junior German Club has been set up that meets on a regular basis.
- First Year students had a Study Skills workshop by Inspire Education on April 18th.
- Evening Study takes place from 4pm – 6pm,
- 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 continues every Saturday for Sixth Year students from 9am – 1pm
- Saturday study for Fifth Year students commenced on April 22nd from 9.00am – 1.00pm.

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

Extra Curricular

- Jamie Mooney received an Ulster Schools GAA Colleges All Star Award.
- The U/14 Girls GAA second team won the Ulster Final
- The U/13 Boys GAA team completed their fixtures.
- The U/15 Boys GAA team were defeated in the Oisín Mc Grath Cup final.
- The school participated in the DCU Senior Girls GAA 7 a side blitz on April 18th and won the competition.
- The school participated in the DCU Senior Boys GAA 7 a side blitz on April 19th.
- The U/15 Boys Basketball team were defeated in the All Ireland Basketball semi final.
- The U/17 Boys soccer team played in the regional final on May 8th.
- The U/15 Girls soccer team played in the regional final on May 10th.
- The U/15 Girls soccer team were defeated in the Ulster Semi Final.
- The U/15 boys soccer team were defeated in the Ulster Semi Final.

- The school's athletics competition took place in Clones on April 24th and Antrim Forum on April 27th. Maeve Smith, Odhran Smith, Hazel Hughes, Aoibheann Conway and Cathal Mc Cooley qualified for the Ulster Competition in May.
- A school golf tournament was held on May 9th.
- The school ECO club meets on a weekly basis. A number of students continue to participate in the Green Schools Water Ambassador Programme.
- The school successfully completed the first stage of the process for an Active Schools Flag.
- A Junior Art Club has been set up that meets on a weekly basis.
- A Junior German Club has been set up that meets on a regular basis.
- The Junior Choir and Senior Choir meet at lunchtime on a regular basis.
- Various initiatives were held to celebrate Europe Day on May 8th.
- The Drama Club meet every Thursday after school from 4.00pm – 5.00pm and the Junior Drama Club held a very successful production of Matilda on May 16th.

- Transition Year students have been busy since the last Board of Management meeting.
 - TY Art students visit to St. Mary's
 - TY Law Module
 - TY PE Expo
 - TY Road Safety Talk
 - TY Kayak Course
 - TY GAISCE
 - TY History Tour
 - TY Gaeltacht trip
 - TY Business trip
 - TY Young Economist
 - TY Chartered Accountants of Ireland competition
 - TY Junk Kouture
 - TY Peer Mentors
 - TY YSI Quiz
 - TY Awards
 - TY Tidy Towns Initiative
 - TY Let's Go Hydro trip

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 with supervision on corridors before school.
- A number of Transition Year students act as peer mentors with students in our special classes.
- The Student Council meet on a regular basis.
- Representatives from our school attended the CEIST Student Leadership Conference on April 19th.

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.
- Assemblies were held for all year groups on their return to school after the Easter holidays.
- First Year vaccinations were held on April 27th.

Discipline

- Council of Discipline meetings take place every Thursday P6.

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.
- The Religion Department organised Easter Reflections for Religion teachers to deliver in class
- The Leaving Certificate Graduation Mass took place on May 23rd.

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

- D. Mooney updated the Board of Management on developments relating to the new extension.
- E. Kelly updated the Board of Management in relation to the upgrading of heating systems in the school under the Summer Works Scheme.
- E. Kelly updated the Board of Management on developments with the entrance at Room 10 & 11.

IT

- None

Policy Review:

- Code of Behaviour 2023- 2024
 - Proposed: G. Carville
 - Seconded: J. Bishop
- CCTV Policy
 - Proposed: D. Mooney
 - Seconded: J. Bishop
- Admissions Policy 2023-2024
 - Proposed: B. Campbell
 - Seconded: J. Sheridan

Health & Safety

- None

Child Protection Issues

- The Principal & Chairperson of the Board signed the Child Protection Oversight Report. The Board was satisfied that the relevant reporting procedures were followed.

Bullying Issues

- None

A.O.B.

- The Principal updated the Board of Management on teaching allocation for 2023 / 2024 & teaching appointments were ratified by the Board.
 - Proposed: G. Carville
 - Seconded: A. Campbell
- The Board of Management approved the calendar for the 2023- 2024 academic year:
 - Proposed: G. Carville
 - Seconded: J. Bishop
- LCA students had their end of year class event on May 3rd.
- Students from the L2LP programme had their end of year tour on May 12th.
- Transition Year Awards were held on May 11th.
- The Student of the Year Awards were held on May 17th.
- Awards Night was held on May 18th.
- The Leaving Certificate Graduation Mass was held on May 23rd.
- An end of year staff meeting took place on May 25th.
- A meeting of the Parents Association was held on May 25th.
- 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.
- The meeting concluded with a tour of the new extension.

Next Meeting

- September 2023

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

Agreed Report Staff: J. Sheridan

