**Coláiste Pobail Acla**

**Agreed Report: Board of Management Meeting**

**5:30p.m. 11th February 2016**

***In Attendance:*** A. Gallagher, C. Geraghty, S. Munnelly, P. Kilbane,

P. Cafferkey, A. Lally, A. McGlynn, S. Farrell, L. McNulty, M. Sweeney

**Apologies:** J. O Keefe

***Minutes from last meeting:*** Proposed: C. Geraghty Seconded: S. Farrell

There were no matters arising from the minutes of the previous meeting.

***Correspondence:***

Notice of a training day regarding Meitheal Model involving Túsla.

***Principals Report:***

**Staff**

* T. Connolly is appointed as HSCL. A. O Donnell is appointed teacher of PE.
* It has proven difficult to recruit suitable substitute teachers in some subject areas.
* During a school closure on 29th Jan – the whole staff engaged in CPD for the new Junior Cycle. It is most alarming that for subject curricula that will undergo change in the very near further there was very little information or guidance available.
* The teachers have been most cooperative in the supervision of the Mock Schedule.
* Teachers continue to engage in CPD – junior science and also the science subject specific project, Gaisce, JCSP. There will be further SLAR training in May and an intended school visit for Maths Dept in May.
* Subject Dept planning meeting in January.
* Staff assisted greatly in the open day for 6th class students and also the open night.

**Student Issues**

* Homework club and evening study and extra English classes continue.
* Mock Exams are finishing this week.
* CPA held a successful open day for 6th class students – 55 students attended and it is expected that 47/48 students will enrol.
* The students within the choir are to be complemented for their outstanding performances on two evenings leading into Christmas week.

**Budget**

There is little progress with funding approved by the DES for projects in school.

**Parents’ evenings**

* An enrolment evening was held on 2nd February for parents and students.
* The Parents Association was invited to attend the enrolment evening, no representative was available.
* There is a proposed information evening for 3rd year parents in early March regarding TY
* HSCL has been making contact with all exam year parents and is now addressing attendance – feedback regarding study, Beginner Maths/Irish and Common Sense Parenting Class

**Policy Development and School Initiatives.**

* There is a draft TY policy document that is currently being worked on.
* CPA is requested to adopt Data Protection Policy from ETB.
* CPA held a successful “Mind Yourself” week addressing student and staff well-being.
* Continue with whole school bullying survey in the next term.
* Looking into getting a small number of parents Garda vetted to assist in some way around the school.

**Extra-curricular**

Christmas Carol Evenings

Work Experience for TY in February

**2016 2nd Term**

The deadline for applications to the NCSE in 29th Feb

Staff will be meeting parents of students entering Seaview.

TY application process

Policy Development – Next Staff Meeting

Proclamation Day will be held in March

Begin oral exams after Easter.

There is a possibility of TUI strike action in February.

***Staff Report:***

* House Exams were held in December with report cards sent home before the Christmas holidays. 3rd and 6th year students are currently sitting their Mock exams.
* The Carol Service held in the school on 16th and 17th of December was a wonderful event. With such a high level of community attendance at this event it may provide a suitable opportunity for the parents to get involved in holding a raffle or other fundraising activities to coincide with it next year. Staff would welcome any involvement from parents in fundraising for the school.
* A ‘Mind Yourself’ Week was held in the school from 18th January. It was felt that this was a positive mental health initiative for staff and students alike.
* ATaster Day for 6th class students in the catchment area was held on 1st February. Students sampled some subjects that will be on offer to them in 1st year. It was a great success, well attended and feedback was positive. Staff members were pleased with the high attendance that followed at our Open Night on 2nd Feb.
* With increasing competition between post-primary schools for enrolment it is felt by staff that delays in commencing outstanding emergency work to the roof and school kitchen is disappointing. In a competitive education sector it is becoming obvious to staff that investment to upgrade facilities; most pertinent being the lack of any sports hall in the year 2016, is urgent.
* Finally, staff are delighted with the appointment of T.C. as Home School Community Liaison Officer in December and extend a warm welcome to A.O.D., our newly appointed PE teacher.

***Parent Report:***

* There is significant level of concern amongst the parent body regarding the DEIS status of CPA and continuation of supports for the school.
* There was a great deal of positive feedback from parents regarding the Christmas Carol Service.

***Child Protection:***

There will be an information evening held in CPA in the coming weeks regarding the early intervention model Meitheal Model currently being rolled out by Túsla.

***Anti-Bullying:***

Not applicable at this time

***Finance:***

N/A

***Policy Development:***

A number of policies have been received from MSLETB and circulated to the Board.

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| * Access Request Policy
 | It was agreed by the Board that these documents would be adopted in their current format; subject to the *CCTV Policy* and *Data Protection Policy* be amended with specifications to CPA.Proposed: C. G Seconded: M.S. |
| * CCTV Policy for ETBs
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| * Data Breach Management Policy
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| * Data Protection Policy
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| * Records Retention Schedule
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| * Compliance Checklist
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A draft Transition Year Admissions Policy was distributed to the Board and it was agreed that this would be addressed in detail at the next meeting.

***AOB***

Building Projects

DEIS status and its impact on HEAR applications.

The meeting concluded at 7:00 p.m.

Signed:

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| Chairperson |  | Date |
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| Secretary |  | Date |