

## Report of the Board of Management meeting of 21<sup>st</sup> June 2017

Present: Sr. Mary Corr, Ms. Lil Bruen, Mr. Tony Madden, Ms. Madeline O'Connell (Chairperson), Ms. Amanda Soares, Ms. Eileen Ryan, Ms. Yvonne Ryan, Ms. Bernadette Gormally.

### Minutes of previous meeting:

The minutes of the meeting of 24<sup>th</sup> May were adopted on the proposal of Bernie Gormally, seconded by Lil Bruen.

### Matters arising.

The term "School Levy" has been replaced by "Administrative Cost".

Harmac request - Sr. Mary Glynn, on behalf of the joint trustees of CCS, has sent a letter to the DES with their recommendation to consider the request.

The Principal informed the meeting that the new school day is in line with the majority of neighbouring schools.

Business Online is now fully operational.

No changes will be made to the core and optional subjects for the coming academic year.

### Correspondence:

ACCS newsletter was distributed to each member present. The Board welcomed the inclusion of the Basketball success in the edition.

Notification of the suspension of the ASTI dispute was received from ACCS. This will have implications for the timetabling as all teachers are now eligible to receive 40 mins professional time next year. The revised allocations are expected in schools in the next week and until then, timetabling has been put on hold.

Emergency RACE applications - all have been successful.

End of year Chaplaincy report was made available to Board members view or request a copy electronically from the Principal.

An application for Parental Leave, received from Bernie Gormally was sanctioned by the Board. Best wishes were expressed to Bernie.

The Board discussed proposals from two companies to supply food for the Breakfast Club. After considering the logistics of both companies, it was agreed that the most sensible and manageable option was Get Fresh Catering.

Consideration was given to a request to trim trees overhanging the school property and the issue of a collapsed boundary fence at the back of the Gym.

### Finance Report:

The May income and expenditure accounts were distributed for the attention of all present. Stationery costs have decreased significantly in the past year, due to procurement process. The energy efficient lighting is installed throughout the school but will take a number of years to begin saving money.

The May reports were adopted by the Board.

### Principal's Report:

Eileen Ryan presented the Principal's Report to those present, which included the end of year arrangements, return to school dates, new assessment structure for the coming year, student numbers for 2017/18, student repeat requests, special contracts for entry into TY and the structure

of the subject sampling for the upcoming year. A date for the Geography field trip was added to the school calendar.

Posts of Responsibility Schedule was agreed by the Board.

The Board of Management wish Mr. Laurence Freyne good health and happiness on the occasion of his retirement and thank him for his many years of service to the students of Castlereah Community School.

#### Summer Works Scheme:

A report of the tendering process was outlined by the Principal: Following the assessment process, the project was awarded to Morris Lohan Engineers Roscommon.

#### Child Protection Procedures Review:

The Child Protection Procedures were reviewed by the Board and signed by Principal and Chairperson. The following is the notification of the review:

Notification regarding the Board of Management's annual review of the child protection policy

To: SCHOOL COMMUNITY

The Board of Management of Castlereah C.S wishes to inform you that:

- The Board of Management's annual review of the school's child protection policy was completed at the Board meeting of 21<sup>st</sup> June 2017 [date].
- This review was conducted in accordance with the checklist set out in Appendix 2 of the Department's 'Child Protection Procedures for Primary and Post Primary Schools'

Signed Madeline O Connell  
Chairperson, Board of Management

Date 21/6/17

Signed J. Ryan  
Principal

Date 21/6/17

#### Anti-Bullying Policy Review:

A review was conducted on the school's Anti-Bullying Policy. Further improvements to be made include a further survey to differentiate responses from the various year groups. This year's introduction of a template to be filled out by Year Heads for all reports of bullying - not just the mandatory reporting cases of >20 days, to be continued in future years. This will give a definite paper trace of all reports and investigations. The following is the notification of the review:

## Notification regarding the Board of Management's annual review of the anti-bullying policy

To: SCHOOL COMMUNITY

The Board of Management of CASTLEREA CS wishes to inform you that:

- The Board of Management's annual review of the school's anti-bullying policy and its implementation was completed at the Board meeting of 21<sup>st</sup> JUNE 2017 [date].
- This review was conducted in accordance with the checklist set out in **Appendix 4** of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*.

Signed Madeline O Connell.  
Chairperson, Board of Management

Date 21/6/2017,

Signed E. Regan  
Principal

Date 21/6/17

This concluded the business of the meeting. Madeline thanked all for their attendance and contributions made throughout the year and wished all present a pleasant and happy summer holiday.

The date for the next Board meeting was provisionally agreed.