

## **Report of Board of Management Meeting: 3<sup>rd</sup> September 2025**

**Present:** Madeline O'Connell; Eileen Ryan; Deirdre Collins; Eileen Gildea; Olivia Vaughan; Pauline Davoren; Teresa Silke; Georgina Martin

**Apologies:** Lil Bruen; Dara Bruen; Stephen O'Hara

**Recording Sec:** Jarlath Burke

As the outgoing Chairperson, Madeline O'Connell opened the meeting by welcoming everyone and thanking them for their acceptance onto the Board as a nominee for their respective bodies.

### **Election of Officers:**

The following were nominated and ratified to positions on the Board

#### **Chairperson:**

Madeline O'Connell was proposed as Chairperson of the Board for the coming academic year by Pauline Davoren and seconded by Olivia Vaughan. This role was accepted by Madeline, who then formally opened the meeting.

#### **Finance Committee:**

The following members were appointed to the Finance Committee: Madeline O'Connell, Eileen Ryan, Deirdre Collins and Olivia Vaughan (when available due to work commitments) on the proposal of Eileen Gildea and seconded by Teresa Silke

### **Delegation of Authority:**

It was agreed that the Board gives authority to the Principal to make the day to day decisions in relation to the running of the school. Approval for field trips, school tours, staff-leave and fundraising was given and the Principal was asked to give a report of any such activities at the subsequent meetings. Authority to make financial decisions. Authority was given to the Principal to suspend a student to a maximum of 3 days and up to 5 days following consultation with the Chairperson. Delegation of authority to the Principal, Eileen Ryan, was ratified on the proposal of Eileen Gildea and seconded by Pauline Davoren. The Board agreed and ratified that the Chairperson may exercise the authority of the BOM between meetings if the need arises – proposed and seconded by Eileen Gildea and Pauline Davoren.

### **Agreed Signatories:**

The following were agreed to act as signatories (on cheques and online banking): Eileen Ryan, Jarlath Burke, Madeline O'Connell. This was ratified on the proposal of Pauline Davoren, seconded by Eileen Gildea.

### **Standing Orders:**

The following was agreed: In the event of a contentious issue, each member of the Board will have the opportunity to speak at least once and should a vote be required, each member has one vote, with the Chairperson having the casting vote in the event of a draw. This was proposed by Olivia Vaughan, seconded by Teresa Silke.

#### **Format of meetings:**

The Secretary checked that all email addresses supplied for Board of Management correspondence are personal emails not generic accounts (info@..), Notice of a Board meeting will be sent via email 7 days in advance, unless in the case of an extraordinary meeting. The Chairperson reminded all members of the difference between nominees and reps and each nominee only functions as part of the overall BOM and work as a corporate entity for the good of the school/students.

#### **Confidentiality Agreement:**

The Chairperson outlined the terms of the confidentiality agreement, which was signed by those present.

#### **Minutes:**

The minutes of the meeting on 13<sup>th</sup> June were noted, due to the changeover of the Board.

#### **Matters Arising:**

The Principal updated the Board on plans for the school pitch in the Demense and on emergency works currently in process.

#### **Minutes:**

The minutes of the special meeting on 15<sup>th</sup> July 2025 were noted.

#### **Correspondence:**

The Principal updated the meeting on relevant communication.

Applications for maternity leave for two teachers were ratified on the proposal of Pauline Davoren, seconded by Deirdre Collins.

A letter of appeal for a student suspension was noted and discussed. The appeal was not upheld by the Board.

#### **Finance Committee:**

The finance report was presented by the Principal.

#### **Leaving Cert results analysis:**

The Board was presented with an analysis of the LC 25 results and a discussion took place around some points to note. The Board congratulated both students and teachers on the results and wished the students well on the next stage of their journey.

#### **Principal's Report:**

The Principal presented the report to the Board and spoke to some of the items. The Board agreed to the Principal granting personal days in line with the Circular that arise between Board meetings.

A report on claims for payment made through the OLCS was included in the report.

#### **Report of Selection Committee:**

Following interviews on 3<sup>rd</sup> September 2025, the selection committee forwarded the following recommendations to the Board for ratification:

AP1 post (permanent): Deirdre Callanan

APII post x 2 (permanent): Cathriona Moran and Olivia Murphy

These appointments were ratified on the proposal of Deirdre Collins, seconded by Olivia Vaughan.

#### **Adoption of Child Protection Procedures for Post Primary Schools (2023):**

The Child Protection Procedures (revised 2023) were adopted in their entirety and without modification. The New Mandatory Template: Child Safeguarding Statement and Risk Assessment was also adopted by the Board of Management on the proposal of Eileen Gildea and seconded by Pauline Davoren.

#### **Annual Review of Child Protection procedures (2023):**

Mandatory Template 2 was completed to carry out the annual review of the Child Protection Procedures for PP schools (revised 2023) and was proposed by Eileen Gildea, seconded by Deirdre Collins.

#### **Annual Review of Anti-bullying procedures (Bí Cineálta):**

The Annual Review of the Anti-Bullying Policy & Implementation was carried out using Appendix checklist. Proposed by Georgina Martin, seconded by Pauline Davoren

#### **Mandatory Reporting:**

Eileen Ryan presented the Child Protection Oversight Report.

Eileen Ryan presented the Anti-Bullying report.

One report had been made to the State Claims Agency since the previous meeting.

This concluded the business of the meeting. Madeline thanked everyone for their attendance and contribution to the meeting.

Next meeting: 15<sup>th</sup> October 2025.