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**Agreed Report from Board of Management Meeting Tuesday 10th
September 2024**

Present: Des Forde (Chairperson), Eugene Toolan, Éilis Dillon (Secretary), Joy Nairn, Donncha O' Connor, Ciara Hannon and Florence Mc Donagh.

Apologies: Pat Heelan (Treasurer)

Minutes of last meeting were read and adopted.
2 items of correspondence were received

Correspondence

Bí Cineálta – Procedures to prevent and address bullying behaviour for Primary and Post-Primary Schools were released by the Department of Education. School Meals Scheme Inspection Programme 2024 – the school has been found to be compliant. On this congratulations to Mary and Breda who operate this scheme on behalf of the Board of Management.

Applications for unpaid leave

4 applications were approved

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Students

14 new students began on August 30th 2024.

Total number of new incidents of bullying behaviour reported since last board of management meeting	0
Total number of incidents of bullying behaviour currently ongoing	0
Total number of incidents of bullying behaviour reported since the beginning of this school year	0

Staff

Resignation of one SNA to take up a new position.
Eleven new staff members have started in St. Cecilia's.
Interviews were held on the 29th of August to appoint a music teacher. This teacher will be working in both St. Cecilia's and St. Joseph's school. A horticulture position shared between both schools is also available, but we have not been successful in finding someone and it has been readvertised.
Congratulations to Niall Cawley (SNA blue class) whose son Jake was born during the holidays.

Health and Safety

Lots of small jobs have been carried out. Although contract cleaners had been booked to clean the school, they withdrew due to staff shortages.

Building

Energy centre has been advertised on etenders.

The Department have granted us one new modular building and a 3-classroom traditional building. The project managers for the modular building are the same as last time – KSNPM.

Summer Provision

Congratulations, thank you and well done to Ciara Hannon for running a very successful summer camp. We understand that there were staffing difficulties, but Board members stated that from parents' point of view it appeared to run very smoothly.

Curriculum

5 new subjects are being introduced in September 2024.

1. Arts
2. Modern Foreign Languages (MFL)
3. Social and Environmental Education (SEE)
4. Science, Technology and Engineering Education (STE)
5. Wellbeing

Erasmus

We will be hosting an Erasmus visit the week of November 11th.

Training:

Training in use of the outdoor classroom, manual handling and use of AAC devices took place at the end of August. All new staff will receive training in Studio 3.

Principal and Deputy Principal will attend training in Carrick on Shannon on Wednesday 25th September. This is based on implementation of Circular 28/2024 file:///C:/Users/User/Downloads/291010_2b8aad2a-64b5-4852-8587-37e725b37f33.pdf

Congratulations and best wishes to Ben Lewis on his new role as administrative deputy principal. We wish him every success in the future.

Special Events/Extra Curricular Activities

Schedule of Board of Management Meetings 2024-2025

- 10th December 2024
- 11th February 2025
- 8th April 2025
- 10th June 2025

A memorial run of vintage and classic cars and motorbikes in memory of Owen Cleary will take place in Knockvicar on Saturday 14th September. St. Cecilia's has been nominated as one of the beneficiaries of this fund-raising event.

Students on placement

Year 2 student nurse beginning at the end of September

Year 2 student teacher in November

Policies

The following policies were discussed and ratified and are available on the school website.

1. Admission
2. History

Principal Meetings from June 25th 2024.

New teacher (1), MDT (1), MSLETB (3), Abbot (3), NCCA Portlaoise (1 day), Zoom Oide (2), New staff (1), New bus escorts (3), SENO (1), KSM Project Manager (1),

Acronyms

MSLETB – Mayo Sligo Leitrim Education and Training Board

MDT – Multidisciplinary Meetings

NABMSE – National Association of Boards of Management in Special Education

NCCA – National Council for Curriculum and Assessment

SENO – Special Educational Needs Organiser

SNAs – Special Needs Assistants