



**St. Louis Secondary School
Monaghan
Board of Management Meeting
Tuesday 12th September 2023
Agreed Report**

Attendance:	GS, SG, CH, LG, AF.
Apologies:	MO, AJ, NC who was available for zoom meeting but hybrid meetings of the Board do not happen.
Secretary:	MC
Minutes	The minutes of the meeting on 9 th May were adopted on the proposal of SG and seconded by CH. The minutes of 6 th June were proposed by LG and seconded by AF.
Matters Arising:	No matters arising.

Correspondence: Correspondence June-September

- JMB Bulletin LC appeals
 - Oide Ag Science Events
 - SEC Info re JC results
 - FSSU Financial Guidelines
 - Ronan Monaghan Co Co re Culvert
 - AILO Register for free Linguistics Olympiad
 - AMCSS notice of meeting
 - Junior Cycle Visual Art 2024
 - JMB Education conference
 - Le Chéile online induction for staff
 - FSSU Financial Guidelines re unspent Covid grant
 - Oide JCT Cluster subject registration
 - Registration for FUSE anti Bullying Course online
 - Irish Bllod Transfusion service appeal for donors
 - Letter from FORSA re SNAs
 - Info re Home economics Exam 2025
 - Info re Art exam 2025
 - Info re LC PE prescribed topics
 - Info re JC SPHE CPD
 - Le Chéile registration for RE conference.
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- SAGE 50 Account Training Info
 - Le Cheile powerpoint for staff
 - Sr Eithne Woulfe good wishes for year ahead

- Update re defibrillator
- CPD of Staff update re JC
- Maynooth University School Placement
- Superintendent for Viewing Scripts
- Scoping Enquiry Questionnaire
- Le Chéile property valuation, request for school plans
- JMB Bulletin Management Advisor ad
- METC School's Programme Update
- Invite to JP Mc Manus Scholarship Award Cathy Mc Kenna 2022
- JMB Bulletin- Staffing
- Le Chéile Cluster Slides
- Info re school secretaries and payroll
- JMB Bulletin SNA working hours
- JMB Bulletin re JC SPHE
- Examcraft Journals

Covid:

Covid cases still in the community No new requirements in managing Covid as advised by the DES.

We have advised students to:

- Stay at home if unwell
- Maintain a good standard of hand hygiene
- Adhere to good respiratory etiquette
- Ensure good ventilation
- We will continue to provide cleaning products to all classrooms
- We will continue to maintain good levels of cleaning
- Sanitisers still in use.
- HEPA filters still to be used.
- If a student is positive with Covid , or has a positive antigen or PCR they must isolate for 5 days,

Leaving Cert 2023:

Excellent results issued on 25th August, heartiest congratulations to the class of 2023.

All students who sat the higher Level Maths Papers achieved the bonus 25 marks.

As a school community we are delighted with this year's Leaving Cert results, the girls deserve great credit for their hard work and determination. They were supported by their parents and encouraged and motivated by the staff and we recognise all partners in their education. These results do not define our students, they have received a holistic education and have matured and grown into fine people who will go on to do great things.

This year 7% of our group received over 600 points, 36% attained over 500 points and 65% got over 400 points.

We will always been interested in the future journeys that the class of 2023 will embark on and wish them well as they move to the next stage of their educational journey “.

The girl's Year Head Mr Brady was delighted with the results. He congratulated the class of 2023 and wished them well as they await their college offers. "It has been my pleasure to watch this group of students mature and grow as they progressed through their 6 years in St Louis Secondary School. This class faced many challenges but worked diligently to achieve these excellent results and have been rewarded for their efforts. I wish them success, health and happiness as they embark on a new adventure

LCA 3 Merits and 2 Distinctions.

Great work by the LCA team and coordinator as keeping these students in full time education was the main focus.

Delighted to see all progress to further education. Course details provided.

The Chairperson and Board members congratulated the students, parents and teachers on wonderful results.

They passed on their good wishes to the class of 2023 as they progress to the next stage in their educational journey.

Teaching & Learning:

Session for staff on Thursday, 24th august facilitated by Stephen Penders focus on SSE and wellbeing.

Questionnaire to be completed by all subject departments.

Staff Meeting on 11/09 looked at new LAOS document, 4 domains looking at excellent practice.

Document from Stephen showing plan for SSE 23/24

LAOS document to be examined by middle management at next whole school middle management meeting.

Report from METC:

Report from METC re School Liaison Project 22/23. In 21/22 pascal had made 47 visits to St Louis in 22/23 that had increased to 96. The principal highlighted the need for this project as our main feeder school has DEIS status and the importance of trying to keep young people in school. Pascal also did some home visits and a Transition Programme in May was delivered to 20 primary schools which was invaluable. Pascal also did the first year induction on 24/08.

Pascal is retiring and will be replaced by Aidan Connell.

All Board members wished Pascal well in his retirement and thanked him for his hard work for the good of our school community.

Finance:

16 students transferred from other schools during the course of the summer and the principal applied for additional hours due to increased enrolment and received 11 hours.

Accounts were presented and clarified.

Accountant has requested information and will have all necessary information by mid-September.

Settlement with Irish Water saw us receive a leak allowance. Bill paid in full.

Most of Administration Charges ,TY Charge and Book Rental paid.

Application to be made to Crudden trust for pupils in need.

Covid refund to be approved by the Board. €2893 to be returned to DES.

Buildings & Plant:

Alot of work took place in school during the Summer

- PVC in staff toilets
- Roof repairs All buildings and HSL
- TY lockers reinstated at back of stage
- Roof of technology room repaired
- Repairs at HSL

- Floors sanded and stained on first year corridor painting too
- Works to gym,
- Lino in Jackies room, floor for Esther's room
- Repairs to Caroline Finnerty's room and 1st yaer corridor
- Perspex and guttering replaced outside James office
- Equipment purchased for gym and new Music Room
- All light fittings in middle building replaced to LED
- All windows cleaned
- New Polytunnel

To Do:

- Continue with painting and sanding of floors in preparation for Open Day

Staffing:

Welcome back LF, NM who got their CID s, BMD & MW.

4 new PME students: LMK, LS, SR, TF, CMG

Good wishes to OT & AD heading to Australia and MM still on sick leave.

Parental Leave: CMC 28th August for 5 weeks

EOD intention to retire on 3rd November

JMG to replace Aine as counsellor here every Tuesday

New Spanish substitute MF

DF left canteen replaced by Julie.

School secretary moved to DES scheme.

Child Safety Statement :

The Principal read the new revised circular. Board formally adopted the procedures.

Checklist gone through ,ratified and signed by the Chairman.

New staff requested to complete the TUSLA ELearning Module and forward the certificate to the office by the October 25th

Principal's Report:

Bereavements:

Bereavements:

We remember Lia and Haydn Toal 2nd year and their mam and brother as they mourn the death of their dad and husband Brian.

Sympathy to the sisters of St Louis on the death of Sr Agnes

Margaret Oliphant on death of her aunt

Linda Gormley on the death of her sister in law Fiona

Staff of TOS and family of Ben Kader

Families of Keia and Dlava who died so tragically in Clones

Family of Alfie Dinkin

May they all rest in eternal peace.

Timetable for re-opening:

- Thursday 24th 1st year induction
- Friday 25th 1st year induction, they will get their books, thanks to staff for volunteering to help with activities.
- Monday 28th 1st years in class 6th years in school
- Tuesday 29th 5th years
- Wednesday 30th years

- Thursday 31st
- Friday 3rd All students
- International students Monday 4th September

16 transfers from other schools enabled us to avail of 11 extra teaching hours. Used for Spanish and SEN

Activities:

- ESO organised Induction for 1st years
- Viewing of Scripts
- Afternoon Tea for C Class of 2023

New students to school

First years starting- 3classes, Declan Brady year head, Amy, Clare and Katie are class tutors.

Timetable

Heartfelt thanks to James for all his work getting a timetable done, v v difficult, issues with replacements, jigsaw very difficult to pull one piece out without causing major upheaval to the whole thing. Apologies to anyone who was disappointed not to receive it sooner but v mindful that we had a timetable when we finished for holidays in June and when we returned on August James had to start from scratch again. Did 2 timetables
S&S slots sorted,

EMS	Emailed solicitor re disposal of photocopiers.
Child Protection	The Principal informed the Board that there were no referrals to TUSLA since the last Board meeting. Oversight report presented and signed. Child Protection Statement and Risk Assessment presented. New staff requested to do TUSLA training
GDPR	Nothing to report The Board was informed that staff had received a review of good practice procedures in relation to GDPR at staff meeting on 24 th August.
Anti Bullying	No incidents to report. Cairde in place to provide support to 1 st years and make observations and report to year head or tutors. Wellbeing Committee to organise wellbeing week. Positive Behaviour system running, huge buy in from staff and students. This is an excellent initiative with a huge focus on the positive rather than the negative.
Post Review	Document presented to Board for ratification following the post review. Board ratified Post Review.

Last Board Meeting

Thanks to all Board members for their hard work and commitment to the school.
Alan, Margaret, Linda, Noel not returning. Meal to be organised before Christmas.

Board meeting. Oversight report presented and signed.

Admissions: Approval from the Board to begin the process .100 places for incoming first years.
Open Day Saturday 14th October.

Next meeting Tuesday, 17th October, new Board in place.

Proposed: _____ Seconded: _____

Chairperson: _____ Date: _____