



**Minutes of Board of Management Meeting**  
**Agreed Report**  
**12<sup>th</sup> March 2024**

**Chairperson:** Andrew McCarthy **Minutes taken by:** Elaine O’ Regan

**Present:**

Andrew McCarthy, Ray O’ Mullane, Claire O’ Mahony, Dr. Tommy Carroll, John Hannon, Conor Stokes, Majella Philpott & Elaine O’ Regan

**Apologies:** John O’Sullivan

<b>Agenda</b>	<b>Discussion Points/Decisions Made</b>
<b>Minutes</b>	The Board adopted the minutes of the Ordinary General Meeting on 29 <sup>th</sup> January 2024 proposed by Ray O’Mullane and seconded by Claire O’Mahony.
<b>Matters Arising</b>	Annual Accounts and updates on staff correspondence
<b>Correspondence</b>	Correspondence from staff re: leave, All leave was granted. Correspondence re: staff retirement. The BOM wished to extend their gratitude for the staff members years of service to Patrician Academy.
<b>Anti- bullying</b>	The Board noted no concerns since its last Board meeting.
<b>CPOR</b>	The Board noted the Child Protection Oversight Report. There were no concerns. The CPOR was proposed by Claire O’Mahony and seconded by John Hannon.
<b>Teaching and Learning &amp; School Dev Planning</b>	<p>Items Discussed</p> <ul style="list-style-type: none"> <li>• POR interviews with all post holders will take place after the Easter break. They will be asked to report to the BOM on their work in 2023-24</li> <li>• Weekly Meetings are ongoing: Junior Year Head, Senior Year Head, Pastoral Care, SEN &amp; Special Classes.</li> <li>• Allocations: One CID application.</li> <li>• Advertising of Jobs 2024-25: 6 Open Positions</li> <li>• SEN Inspection: 11<sup>th</sup> – 13<sup>th</sup> March 2024 – Shirley Murphy &amp; Jimmy Condon.</li> <li>• New Policies: Anti-bullying Policy, Harassment &amp; Sexual Harassment.</li> </ul>

	<p>Both policies were ratified, proposed by Conor Stokes and seconded by Claire O' Mahony.</p> <ul style="list-style-type: none"> <li>• Updated Policy: RSE Policy to be disseminated.</li> </ul>
<p><b><u>Building Projects Update</u></b></p> <p><b><u>Risk Management Review</u></b></p>	<p>A report was received from Eoin O'Carroll re: snags and concerns. A request for approval of the Board to do a review of the Electric work (Phase 2) and the main boiler room. This was approved, proposed by Ray O' Mullane and seconded by Conor Stokes. Assistance will be sought from David Skene, Dept of Ed.</p> <ul style="list-style-type: none"> <li>• Cybersecurity</li> <li>• GDPR</li> </ul> <p>The Board would like a quote/costing to review our cybersecurity and GDPR protocols. Principal to assist with quotes.</p>
<p><b>Principal's Report</b></p>	<p>A full range of extracurricular, co-curricular activities and staff CPD, personal days, part time hours, suspensions and finance were also outlined in the Principal's Report.</p> <p><b>Thank you</b></p> <p>The BOM wished to acknowledge the work of all the staff who facilitate these co and extracurricular activities. A special note of thanks to Eamon O' Connor &amp; James Delaney for organising the TY &amp; 5thYear School Tours and the staff who attended. The students travelling were great ambassadors for the school. The BOM is fully supportive of all co and extracurricular activities and are mindful that all teachers volunteer their time and effort above and beyond the working school day.</p> <p><b>Other items discussed:</b></p> <ul style="list-style-type: none"> <li>• TY Parent Teacher Meeting</li> <li>• SEAI Annual Report</li> <li>• Uniform: Suggest that a set of Blazers is bought and trialed for events</li> <li>• School Book Scheme 2024-25</li> <li>• Update given on Transition Year Programme Statement</li> <li>• 3<sup>rd</sup> Year Parents and Students will be given presentations with regard to the Transition Year Programme (incoming changes) Leaving Cert Subject Choice &amp; LCA options after Easter.</li> <li>• Career Guidance Course</li> </ul> <p><b><u>Leaving Cert 2024</u></b></p> <ul style="list-style-type: none"> <li>• Exam Aide: Declan O' Flaherty</li> <li>• All info, circulars, letters received have been distributed to the relevant parties in relation to Leaving Cert 2024, i.e. students, parents and staff.</li> <li>• All students have been advised of their Exam Number.</li> <li>• Student Portal: All students have been advised how to access and operate the portal.</li> <li>• French, Irish, &amp; Polish Orals will take place over Easter between Saturday 23<sup>rd</sup> March – Thurs 28<sup>th</sup> (Examiners in Sat-Tues)</li> </ul>

	<ul style="list-style-type: none"> <li>● Music Practical's will take place on Tuesday 9<sup>th</sup> April 2024</li> <li>● Art Practical will take place on Thursday 25<sup>th</sup> April.</li> <li>● Construction practical's (9<sup>th</sup> &amp; 10<sup>th</sup> May) &amp; LCVP exams (Weds 1<sup>st</sup> May)</li> <li>● Students are aware of all other project/practical dates for submission – some are online.</li> </ul>
<b>AOB</b>	Set up a committee for the official opening considering available dates. Possibility Friday 17 <sup>th</sup> May – to confirm with the Bishop & Dept Possibility of an Open Day Church gate collection this weekend
<b>Next Meeting</b>	Tuesday 30 <sup>th</sup> April 2024 at 7.30pm And Tuesday 18 <sup>th</sup> June 2024 @ 7.30pm