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**Grange Post Primary School Board of Management**

**Thursday the 5th of May 2022 (5.00pm)**

**Board meeting Minutes**

**Attendance:** Seamus Kilgannon (SK), Hubert Keaney (HK), Freda McGowan (FMcG), Darren Egan (DE), Daniel O’Connor (DOC), & Eimear Harte (EH).

**Welcome** – SK welcomed all Board members and thanked them for attending.

1. **Apologies-** Rosaleen O’Grady (RO’G), Fiona Folan (FF).
2. **Conflict of interest**- no conflicts
3. **Minutes of the previous meeting-** SK queried the outcome of the enrolment. EH confirmed 61 offers were made and 59 acceptances received. 4 had withdrawn at a later stage meaning 55 are currently enrolled. A further two places on the waiting list were then offered places but as they had accepted another school in the meantime they did not accept their place in Grange PPS. Reasons for withdrawal was double enrolment initially and waiting to see where friends accepted. SK congratulated the school on its strong enrolment. HK proposed the minutes, FMcG seconded and the Board voted in favour of adopting the minutes.
4. **Principals Report-** EH presented the report. Concerns around our allocation for 2022/23 discussed. Reduction in our SEN allocation discussed. Recent face-to-face parent teacher meeting format discussed. DOC proposed the report and DE seconded. Board voted to adopt report.
5. **Teaching and Learning-** EH reported the feedback from an incidental inspection. 4 teachers visited. Extremely positive feedback “deficits seen in other schools not evident here”. Authentic student centred innovative use of IT a major strong point, including organic use of student phones in classes as a resource. Homework boards were also noted for their effective and active use. The Board congratulated EH and asked for congratulations to be passed on to the staff members involved.
6. **SSE/ SIP-** all resources for school planning and improvement have been put towards responding to Covid and getting back on track after Covid this year. Significant progress has been achieved and further work is needed to get back to where we were.
7. **Financial Report-** EH presented the report. Main budget showing a minus 10K balance coming in to 2022. Evidence that school budgets are inadequate, particularly in light of rising heating, lighting costs as well as the cost of all resources and services increasing. Experience over recent years suggests procurement process results in higher costs of goods and services but is a legal requirement. School budgets will need to reflect this going forward as school resourcing is suffering significantly. SK will continue to bring this issue up at ETB level.

EH informed that board that the MSLETB will be mobbing to a new financial management system in July 2022 with all invoices and ordering and online system as opposed to the current paper system.

1. **Building Application update-** MSLETB working with planning team to submit new planning application. SK asked if we could accommodate all students for next year in current buildings. EH clarified that we had insufficient space and a request for additional accommodation has been submitted to the ETB. No update has been received on its progress. Board members in agreement that buildings and additional accommodation is a priority. SK proposed that Board write to the CEO re planning for extension if planning submission has not been submitted by the next Board meeting. The new traffic layout outside the school proposed by the County Council was discussed. Some concerns expressed re the impact of a single lane on the bridge.
2. **Student Council-** update deferred to the next meeting as the Board had planned to meet the Council but logistics could not be accommodated on this occasion. The meeting will be organised at the soonest available opportunity.
3. **Parents Association-** FMcG feels that the Parents Association needs to be reinvigorated as the existing members pre Covid had been in situ for a prolonged period at that point and over Covid and lockdowns had moved on. FmCG asked if the process to set up the last Parent Association (i.e. information, nomination forms, voting and talks from the National Parents Council) could be repeated in September and start fresh. EH agreed and the Board unanimously support this plan.
4. **Child Protection-** EH presented the CPOR. All sections were NIL. DE proposed and FMcG seconded – the Board voted to adopt the report. EH informed the Board that a case has been referred to the NEWB for attendance issues. EH explained that attendance and school refusal was one of the key issues emerging from Covid19, with Social Anxiety now very prevalent- where it was very low incidence up to that point. Our EWO has agreed to put in place an early intervention meeting with students presenting with attendance issues for 2022-23 as opposed to the current referral system- which is not effective as the issue is too ingrained by the time of their involvement and we are at risk of losing students. Early school leaving was not an issue prior to Covid, whereas we have lost three Leaving Certificate students over the course of this year- despite heavy intervention on our part. Through on going and significant work by Student Support Team, our HSLS officer and staff members; we have retained many more at risk students- but it is an on-going concern.
5. **Anti-bullying-** a number of second year bullying reports were investigated and resolved and are continuing to be monitored. EH confirmed 2nd year and on in to the beginning of 3rd years, is the most likely stage for issues to emerge. Mainly around social media, particularly group forums (snapchat). Students generally do not have the maturity to navigate it without issues emerging at that age. Intervention and support at that stage generally yields positive outcomes and learning that prevents further issues in future years. It is a time significant area of intervention for Tutor, Year Head, Guidance Counsellor and management for 1st, 2nd year. Early intervention and a supported reflective practice/mediation approach is the key. Overall bullying incidents in the school are at a low level; serious/ high level incidents are now rare.
6. **Policy Review-** Dignity at work Charter**.**

Developed by MSLETB. DOC proposed adopting the Policy for Grange PPS. HK seconded. The Board voted in favour of adopting the policy.

1. **Health & Safety-** Health and Safety advisory visit took place in April. We are awaiting the report.
2. **A.O.B**
3. **Outstanding transfer enrolments to be ratified i.e**.
* a transfer of a student into 2nd year from another school in the area. A place was available in 2nd year. FMcG proposed. DE seconded. Board voted in favour.
* A transfer of a Ukrainian student into TY. FMcG proposed. DE seconded, Board voted in favour.

**b. DEIS –** EH informed the Board that we had not been given DEIS status in the

recent allocation of DEIS. An appeal has been submitted and we are awaiting the results.

**c. Allocation of Post Duties-** EH outlined to process of allocation of post duties to 3 new post holders following the final appointment. DOC was appointed an AP1 positon; Lisa Maloney and Vanessa Callaghan have been appointed to AP11 positons. EH circulated the allocation of roles that have been agreed withal post holders. SK proposed ratifying the allocation and HK seconded. The Board voted unanimously in favour.

**d.** HK suggested that a sympathy card be sent on behalf of the school and Board of Management to former Principal Padraig Leonard and former Chairperson of our Board Joe Leonard on the passing of their brother. The Board voted in favour.

**Date of next meeting:** 26th of May- time to be confirmed.

1. **Agreed Report:**
2. The Board of management of Grange PPS congratulate teachers and management on the recent excellent incidental inspection of Teaching & Learning in the school.
3. The Board of management of Grange PPS Child Protection procedures and Anti-bullying procedures are compliant.
4. The Board of management of Grange PPS have ratified a Dignity at work policy for Grange PPS.
5. The Board of management of Grange PPS have ratified the duties for newly appointed post holders, and wish them well in their new positions

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Chairperson) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Secretary) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_