

Agreed Report
Meeting of the Board of Management
Thursday 25th January 2018

Attendance: Dr. Eilis Humphreys, Mr. Austin Lennon, Mr. Jim Wade, Ms Therese Ryan, Ms Pam Jordan, Mr. Colm Moore, Ms Sharon Foley, Ms Laura Demery, Mr. Robert Dunne and Mrs. Daphne Murphy (Recording Secretary).

1. **Opening Prayer**

The meeting was opened with a prayer.

2. **Minutes**

Following one minor amendment, the Minutes of the meeting of 13th December were proposed by Colm Moore, seconded by Jim Wade and were duly signed.

3. **Matters Arising**

- Members discussed the Teaching and Learning Presentations given by several staff members at the last Board meeting. The presentations were informative and gave a helpful overview to the Board on developments in teaching and learning.

4. **Correspondence**

A full list of correspondence was circulated with particular attention drawn to the following items:

- RTAI (Religion Teachers' Association of Ireland) – awarding Caoimhe O'Connor for her result in the Leaving Cert. Religion examination 2017. Congratulations were extended to Caoimhe and her teacher, Ms Hannah Costello.
- Receipt for donation of €3,500 to Loreto Rumbek (proceeds of Dalkey's Got Talent 2017).
- Loreto Education Trust – advising of the appointment of Mr. Dermot McCarthy as Chairperson of the Board of the Loreto Education Trust.

5. **Finance**

Mr. Colm Moore presented a comprehensive report of the state of the school's finances since the last meeting.

The Chairperson thanked the Finance Committee for their careful stewardship of the school's finances.

6. **Critical Incident Policy Review**

The Board had previously been circulated a draft of the Critical Incident Policy for review. This policy has recently been updated using DES resources and was unanimously approved.

7. **School Development Planning**

A draft School Evaluation/Improvement Plan was circulated for comment.

A report was distributed to the members outlining how exactly the recommendations from the Spanish and the Science/Chemistry inspections have been implemented.

The Board considered key targets for a strategic plan for 2018-2021. Such targets will be developed for the next meeting.

8. **Principal's Report**

The Principal read presented his report, drawing particular attention to the following items:

- The school has applied to the DES to participate in Phase 1 of Leaving Certificate Physical Education.

- Implications of Circular 0003/2018 (Posts of Responsibility) were discussed.
- All policies are regularly reviewed and they will now have to be future proofed for the new Junior Certificate.
- Subject Inspection in Business/Accounting – The Principal gave a verbal report on the recent inspection. The draft written Inspection Report will be brought to the Board when it is received for a response. The Board asked for congratulations to be passed to the relevant teachers.

9.

Child Protection

The Principal explained the implications of the new Child Protection Guidelines in which every member of staff is mandated to report Child Protection concerns. Staff will undertake two online courses using material developed by Tusla and PDST. A Child Protection Statement will be prepared and a risk assessment completed by March 11th 2018.

Annual Anti-Bullying Checklist

The Annual Anti-Bullying Checklist was completed and signed off by the Board. The Parents' Association will now be notified that this has been completed.

10.

Dates of next meetings:

Monday 26th February 2018

Tuesday 17th April 2018