

**St David's BOM meeting: Monday 6<sup>th</sup> November 2023**

Rev Canon Craig McCauley, Louise Gillespie (LoG), Kelly Delaney (KD), Sue Dempsey (SD), Leslie Greene (LeG), Linda Greene (LG), Eoin Fitzgerald (EF) and Caroline Donegan (CD)

1.	<b>Welcome</b> Rev Canon Craig opened in prayer.	
2.	<b>Apologies:</b> EF and CD send apologies.	
3.	<b>Approval of minutes</b> Last meeting: 13 <sup>th</sup> September 2023 Rev Canon Craig read and signed the minutes from the previous minutes.	
4.	<b>Conflict of Interest:</b> If any conflict of interest, declare this as we go through the meeting.	
5.	<b>Matters arising:</b> Chairperson's report – flowers were sent to Vivienne. Sarah also had her baby. Final Enrolment is 92. Nothing came back from the appeals/ LeG followed up about alarm systems – it will cost more money fix CCTV. MAC alarms came and surveyed the school today. Keypad to be quoted for door beside new class.	
6.	<b><u>Chairpersons Report</u></b>  <ul style="list-style-type: none"> <li>• Sarah O'Brien had a baby and flowers have been sent.</li> <li>• Appointments for teachers: we are still looking for shared SET position. (Advertised 4 times). It is ongoing. We are not alone in this – on the news. Naomi has started in 3<sup>rd</sup> and 4<sup>th</sup> class and settling in. We were approached about special class starting this year. Position being advertised and we have appointed Yvonne White. It will be called Ms White's classroom. In September, Claire Kelly was appointed when interviews were held. She started today. If a child who is in 1<sup>st</sup> class enrolls, SNA hours will be increased. This will be most likely be given to Leanne Byrne. Grants have been given for the special class. Cost to the school has been nothing. Grant has been given to sensory room. LoG to visit sensory room specialist place on Thursday. Plugs to be raised up. Children have to have diagnosis to be in this class. Rev Canon Craig thanked LoG and staff for their patience and understanding with various behaviours of concern which arise. LoG wants to get to know the children before purchasing any more resources. It is important to ensure the correct resources are bought.</li> </ul>	

	<ul style="list-style-type: none"> <li>• A third maternity contract has been put advertised on Education posts. Kate Wallace will be leaving at Christmas for her maternity leave.</li> <li>• This marks the end of this BOM. Bishop Pat has asked Rev Canon Craig to oversee elections. Teacher election will take place in a few weeks. Patron Rep will be decided. Parent rep election - Rev Canon Craig consulted with EF, CD and MF (PTA). Response from parent's has been minimal. Rev Canon Craig will seek advice on this. PTA will take place on 15<sup>th</sup> November 2023. Community rep decided after the rest of the members have been elected.</li> <li>• Rev Canon Craig thanked LoG and staff for their work.</li> </ul> <p>Rev Canon Craig McCauley</p>	
7.	<p><b>Special class and staff updates</b> This has been covered above.</p>	
8.	<p><b><u>Principal Report</u></b></p> <p><b>Enrolment</b> All Junior classes are full. There is one position available in each class 3rd – 6<sup>th</sup>. 1 pupil has left 3rd class and 1 pupil has left 4th class. Due to the exceptional needs in both of these classes, it is requested of the BoM that these positions are not filled with new pupils. BOM agreed with this. St David's was sanctioned a special class on the 21.9.23. Grants have been applied for and received on the 2.10.23. Enrolment enquires have come in. On 4.10.23 we were confirmed our first pupil for the class. We can take up to 6 pupils with specific autism reports where the report specifically states the pupil requires a special class setting. These places must be sanctioned by the SENO.</p> <p><b>Staff</b></p> <ol style="list-style-type: none"> <li>1. Junior/Senior- Ms. Delaney</li> <li>2. 1st / 2nd – Mrs. Wallace</li> <li>3. 3rd / 4th – Ms. Forrest</li> <li>4. 5th / 6th – Ms. Gillespie</li> <li>5. SNAs- Ms. Marie Halpin, Ms. Julie Holt and Mrs. Leanne Byrne (part-time), Mrs Claire Kelly (part-time)</li> <li>6. Secretary- Miriam Tomkins</li> <li>7. SET- Mrs. Hickey and we have not filled the second shared SET position</li> <li>8. Special Class teacher – Ms Yvonne White</li> </ol> <p>SNA interviews took place on the 28th of September for our part time position developing from our SER review. Leanne Byrne has taken up the position Interviews were held on the 26th of November for a permanent teacher with initial duties in the Special Class. The position was not filled. A second round of interviews took place on the 31 st of October. Ms. Yvonne White has taken the position.</p>	

	<p>A panel of suitable candidates has been formed to further fill the positions available in our special class and the first position was offered to Mrs. Claire Byrne, who has accepted the job.  Contract cleaners in place – Cater Cleaner. The school continues to be cleaned to the highest standard.  Congratulations to Ms. Sarah O’Brien on the birth of her baby.</p> <p>School Policies.</p> <ol style="list-style-type: none"> <li>1. Homework and Co-operative Games policy created. Please find attached.</li> <li>2. Annual renewal of policies due: SSE legislative regulatory checklist</li> </ol> <p>Curriculum</p> <ol style="list-style-type: none"> <li>1. New Math Curriculum – Whole school closure day 29th November for staff to attend Kildare Education Centre for training. SNAs to be at school to complete a list of agreed tasks.</li> <li>2. Incredible Years – K.D and L.G has attended this 6-session long training in positive behaviour management strategies. This will continue into January. Feedback to be given in staff meetings.</li> <li>3. Music Generation and Spanish classes have been occurring weekly for pupils.</li> <li>4. The Gaelscoil have agreed to participate in collaborative art/PE lessons to encourage</li> </ol> <p>Oral Irish in our school as part of our SSE. The first set of lessons will occur on the 15th of November. As part of the SSE, we are also completing Irish assemblies as a whole school once a month, which have proved successful and are completely child led.</p> <p>Health and Safety/School building</p> <ol style="list-style-type: none"> <li>1. Equipment has been purchased to set up the new class with the grant money provided.  This includes ASD specific work stations, horseshoe table, room dividers, Ipads and classroom resources.</li> <li>2. Fire alarm practise drill- occurred on 16.10.23</li> <li>3. Glass of the door going into the hall was smashed. This was replaced on 27.10.23</li> <li>4. 2 work stations for the special class were delivered on the 23.10.23</li> <li>5. Man-hole cover adjacent to the staff car park was filled in with soil to make it safer</li> </ol> <p>Louise Gillespie</p>	
11.	<p><b>Policies</b>  Special Class policy done through email.  Homework Policy has been signed off.</p>	
12.	-	

	<p>Rev Canon Craig McCauley wishes to thank the outgoing board for their commitment. Rev Canon Craig asked to let him know if interested.</p> <p>The school was never officially opened and BOM would be invited back for this.</p>	
13.	<p><b>Closing prayers:</b> Rev. Canon Craig closed in prayer.</p>	