

## **Agreed Report of Board of Management meeting**

**Tuesday, 24 May 2016**

### **Attendance**

Mr. Cummins, Ms. Foley, Ms. Shannon, Mr. MacGonagle and Mr. Clancy.

Apologies were received from Sr. Helen, Mr. Quigley and Ms. Huelswitt.

As Secretary to the Board, Mr. O' Shea also attended.

In the absence of Sr. Helen, Mr. Mac Gonagle was unanimously appointed to chair the meeting.

### **Minutes**

The minutes of the last two meetings (13 April and 3 May 2016) were adopted following the proposal of Ms. Shannon, seconded by Ms. Foley.

### **New School**

Mr. O' Shea informed the Board that advance civil works on the site were progressing well.

### **Report from Finance Sub-Committee**

Mr. O' Shea and Mr. Mac Gonagle, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2015 to 24 May 2016.

The Board accepted a recommendation from the Finance Sub-Committee to increase the Administration Charge to €80 (1st year) and €70 (all other years) from September 2016 and to leave the Voluntary Contribution Scheme unchanged.

### **Calendar, 2016/2017**

The Board approved the school calendar for 2016/2017. Due to possible industrial action by the ASTI, this calendar does not include provision for "Croke Park" hours but can be amended if the situation changes.

### **School Planning**

The Board was informed of the work being done on a school self-evaluation exercise that would lead to the development of a new School Improvement Plan by the end of September 2016.

DES circular 0031/2016 in relation to new vetting arrangements was discussed by the Board.

### **Principal's Report**

Mr. O' Shea made mention of the following in his report to the Board:

- 4th and 6th year Graduation Ceremonies
- School Prizegiving
- Forthcoming State examinations
- The appointment of Maria Cullen and Niamh Buckley as Head Girls for 2016/2017 – approved by the Board
- The school’s appreciation of the work of French and German teachers in relation to recent exchange programmes

### **Any other business**

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O’ Shea.

The next meeting of the Board was fixed for Monday, 5 September 2016 at 4.30 p.m. in the school.

Billy O’ Shea,

Secretary to Board of Management.

Tuesday, 31 May 2016.

---

### **Agreed Report of Board of Management meeting**

**Wednesday, 13 April 2016**

#### **Attendance**

Mr. Cummins, Ms. Foley, Sr. Helen, Ms. Shannon, Mr. Quigley, Ms.Huelswitt and Mr.Clancy.

Apologies were received from Mr. MacGonagle.

As Secretary to the Board, Mr. O’ Shea also attended.

#### **Minutes**

The minutes of the last meeting (8 March 2016) were adopted following the proposal of Ms. Shannon, seconded by Ms. Foley.

#### **Correspondence**

Inwards

DES circulars re: funding and prescribed material

JMB bulletins re: new vetting arrangements and ISM appeals procedures

13 April from Loreto Education Trust Board – annual report 2015

### **New School**

Mr. O' Shea informed the Board that advance civil works on the site were progressing well and that the building of the new school would commence in early June 2016.

### **Admission into 1st year, September 2016**

The Board was informed that the DES had decided that it would not be necessary to offer an additional 1st year class for September 2016.

It was agreed that the School Planning Group should review the current Admission Policy over the next few weeks.

### **Report from Finance Sub-Committee**

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2015 to 12 April 2016.

The Voluntary Contribution Scheme was discussed by the meeting.

### **School Planning**

The Board formally ratified new policies in relation to (a) Data Protection and (b) the induction of teachers new to the school and student teachers.

### **Principal's Report**

Mr. O' Shea made mention of the following in his report to the Board:

- The safe return by both students and staff from school tours to Rome and Lavarone
- Forthcoming French and German exchange trips
- Ongoing JC and LC oral and practical examinations
- Transition Year work experience
- JC and LC mock examination reports

### **Any other business**

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meetings of the Board were fixed for Tuesday, 3 May 2016 (time to be advised) and Tuesday, 24 May 2016 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Tuesday, 19 April 2016.

---

### **Agreed Report of Board of Management meeting**

**Tuesday, 8 March 2016**

#### **Attendance**

Mr. Cummins, Ms. Foley, Sr. Helen, Ms. Shannon, Mr. Quigley and Mr. Mac Gonagle.

Apologies were received from Mr. Clancy and Ms. Huelswitt.

As Secretary to the Board, Mr. O' Shea also attended.

#### **Loreto Education Development Officer**

Ms. Triona Barrett, Loreto Education Development Officer, addressed the meeting on the new Loreto booklet, "Continuing the Journey" and probed how Board decisions were influenced by the Loreto ethos.

#### **Minutes**

The minutes of the last meeting (4 February 2016) were adopted following the proposal of Mr. Quigley, seconded by Ms. Foley.

#### **Staffing**

Mr. O' Shea informed the Board that he had received letters of retirement from both Ms. Bee McDonald and Sr. Carmel Swords, effective on 31 August 2016. Board members expressed their immense sadness at the imminent loss to the school of such a fine teacher and Deputy Principal respectively.

#### **New School**

Mr. O' Shea informed the Board that advance civil works on the site were well underway and that the building of the new school would commence in early June 2016.

### **Report from Finance Sub-Committee**

Mr. O' Shea and Mr. MacGonagle, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2015 to 8 March 2016.

### **School Planning**

The Board formally ratified changes to the Admission Policy to reflect the intake of 150 1st year students from September 2017.

The proposed actions in response to the school self-evaluation survey were approved.

The Board both welcomed and sanctioned a calendar of events to mark the school's 150th anniversary celebrations in September 2016.

### **Principal's Report**

Mr. O' Shea made mention of the following in his report to the Board:

- The ongoing success of students at hockey and football
- The events planned to mark the 1916 Centenary
- The forthcoming school tour and ski trip
- Mock interviews for 4th year students
- The scheduling of a Careers Night for 5th and 6th year students in October 2016

### **Any other business**

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Wednesday, 13 April 2016 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Tuesday, 15 March 2016.

---

## **Agreed Report of Board of Management meeting**

**Thursday, 4 February 2016**

### **Attendance**

Mr. Cummins, Ms. Foley, Sr. Helen, Ms. Huelswitt, Mr. Clancy, Ms. Shannon, Mr. Quigley and Mr. Mac Gonagle.

As Secretary to the Board, Mr. O' Shea also attended.

### **Minutes**

The minutes of the last meeting (11 January 2016) were adopted following the proposal of Mr. Quigley, seconded by Ms. Shannon.

### **1st year, September 2016**

Matters relating to 1st year admission in September 2016 were discussed and agreed by the Board.

### **New School**

Mr. O' Shea and Sr. Helen informed the Board that the DES and NDFA had informed them at a meeting in Tullamore on 15 January 2016 that the new school would be completed by Thursday, 28 September 2017, with construction due to start in early June 2016.

Mr. O' Shea informed the Board of his forthcoming visit to Creagh College to view a completed PPP school. It was agreed that Mr. Cummins and Mr. Quigley would accompany him on this visit and that a subsequent visit would concentrate on I.T. provision for a new school.

### **Principal's Report**

Mr. O' Shea made mention of the following in his report to the Board:

- The ongoing success of students at camogie, hockey and football
- The commencement of 2016/2017 timetabling
- Mock examinations
- The forthcoming ski trip to Lavarone (24-30 March 2016) for 39 students and 5 teachers

### **Any other business**

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Tuesday, 8 March 2016 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Tuesday, 9 February 2016.

---

## **Agreed Report of Board of Management meeting**

**Monday, 11 January 2016**

### **Attendance**

Mr. Cummins, Ms. Foley, Sr. Helen, Mr. Clancy, Ms. Shannon, Mr. Quigley and Mr. Mac Gonagle.

Apologies were received from Ms. Huelswitt.

As Secretary to the Board, Mr. O' Shea also attended.

### **Minutes**

The minutes of the last meeting (3 December 2015) were adopted following the proposal of Mr. Quigley, seconded by Ms. Foley.

### **Admission into 1st year, September 2016**

The Board considered matters in relation to the admission of girls into 1st year, September 2016.

### **Principal's Report**

Mr. O' Shea made mention of the following in his report to the Board:

- A meeting with the DES in Tullamore on 15 January 2016 to discuss the timetable for the building of the new school
- The success of students at the BT Young Scientists' Exhibition
- Forthcoming subject choice talks for 1st and 4th year students and parents
- Discussions of a schedule of events for the 150th anniversary of the school in September 2016

## **Any other business**

On behalf of the local Society of St. Vincent de Paul, Mr. Mac Gonagle thanked the school for the donation of €2,800 at Christmas.

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Thursday, 4 February 2016 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Tuesday, 12 January 2016.

---

## **Agreed Report of Board of Management meeting**

**Thursday, 3 December 2015**

### **Attendance**

Mr. Cummins, Ms. Foley, Sr. Helen, Ms. Huelswitt, Ms. Shannon, Mr. Quigley and Mr. Mac Gonagle.

Apologies were received from Mr. Clancy.

As Secretary to the Board, Mr. O' Shea also attended.

### **Minutes**

The minutes of the last meeting (4 November 2015) were adopted following the proposal of Mr. Cummins, seconded by Ms. Foley.

### **Capital Development**

The Board was informed that, following the postponement of a sod-turning event on 13 November 2015, a new contractor for the advance site works – Roadbridge - was appointed and that the official sod-turning ceremony would be performed by Minister for Public Expenditure and Reform, Brendan Howlin, T.D. on 14 December 2015.

The meeting was also informed that the Inspired Spaces Consortium had been appointed as the preferred tenderer for the building of the schools in PPP Bundle 5.

The Board expressed great joy at these long-awaited developments.



## **Report from Finance Sub-Committee**

Mr. MacGonagle, on behalf of the Finance Sub-Committee, informed the meeting that the auditor's report for 2014/2015 had been formally signed by himself and Sr. Helen on behalf of the Board.

It was agreed to purchase 30 ipads and to install a wireless system in Teach Mhuire. It was noted that these items would eventually transfer to the new school and that they would solve the immediate problem of lack of access to the computer rooms for both students and staff.

## **Principal's Report**

Mr. O' Shea made mention of the following in his report to the Board:

- The successful completion of a subject inspection of French
- The school production of "Les Misérables School Edition" from 7 to 10 December inclusive
- Christmas tests and reports
- Christmas events in the school – Trade Fair, 6th year show, Carol Service
- The ongoing success of school football and camogie teams

## **Any other business**

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Monday, 11 January 2016 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Tuesday, 8 December 2015.

---

## **Agreed Report of Board of Management meeting**

**Wednesday, 4 November 2015**

### **Attendance**

Mr. Cummins, Ms. Foley, Sr. Helen, Mr. Quigley, Ms. Shannon and Mr. Mac Gonagle.

Apologies were received from Ms. Huelswitt and Mr. Clancy.

As Secretary to the Board, Mr. O' Shea also attended.

### **Minutes**

The minutes of the last meeting (22 September 2015) were adopted following the proposal of Mr. Quigley, seconded by Ms. Foley.

### **1st year places, September 2016**

The Board allocated places for 1st year, September 2016 in strict accordance with its Admission Policy.

### **Capital Development**

The Board was informed that a date for the commencement of advance civil works on the new site was awaited.

### **Report from Finance Sub-Committee**

Mr. MacGonagle, on behalf of the Finance Sub-Committee, presented the Board with the auditor's draft accounts for 2014/2015. Upon the clarification of two matters contained therein, it was agreed by the Board that Sr. Helen and Mr. MacGonagle could formally sign the accounts.

### **In-School Management**

The Board formally ratified new In-School Management Structures to commence with immediate effect.

### **Principal's Report**

Mr. O' Shea made mention of the following in his report to the Board:

- The forthcoming subject inspection of French
- The school production of "Les Misérables School Edition"

### **Any other business**

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Tuesday, 15 December 2015 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Tuesday, 10 November 2015.

---

Click [here](#) to download the **Board of Management Annual Report 2014/2015**

---

## **Agreed Report of Board of Management meeting**

**Tuesday, 22 September 2015**

### **Attendance**

Mr. Cummins, Ms. Foley, Sr. Helen, Mr. MacGonagle, Ms. Huelswitt, Mr. Clancy and Mr. Quigley.

Apologies were received from Ms. Shannon.

As Secretary to the Board, Mr. O' Shea also attended.

### **Minutes**

The minutes of the last meeting (27 May 2015) were adopted following the proposal of Ms. Foley, seconded by Mr. Quigley.

### **Capital Development**

The Board was informed that all was on schedule for the commencement of advance site works over the following few weeks.

### **Report from Finance Sub-Committee**

Mr. O' Shea and Mr. MacGonagle, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2014 to 31 August 2015.

The Board formally adopted the school budget for 2015/2016 as drafted by the Finance Sub-Committee.

It was reported that the annual audit was currently taking place in the school.

### **School Planning, 2015/2016**

The Board agreed that the following matters would form the basis for school planning in 2015/2016:

#### **2015/2016**

1. School self-evaluation and improvement plan - implementation
2. WSE-MLL Report - implementation
3. Literacy and Numeracy - implementation
4. In-School Management
5. Admission Policy
6. Curriculum – Junior Certificate reform
7. Whistleblower Policy
8. Data Protection
9. Healthy Living
10. Other issues as they might arise

### **Board of Management Annual Report**

The Board reviewed a draft report prepared by Mr. O' Shea and agreed to present it at a special meeting of parents, staff and students on Wednesday, 4 November 2015.

### **Principal's Report**

Mr. O' Shea made mention of the following in his report to the Board:

- A smooth start to the school year from 26 August
- A review of very pleasing Leaving and Junior Certificate results
- The forthcoming school show: Les Miserables School Edition, 7-10 December 2015
- The German exchange currently happening
- The French exchange planned for 27 September to 4 October 2015
- The forthcoming Loreto Principals' meeting
- The appointment of Triona Barrett as the new interim EDO for Loreto schools
- The ongoing visits of Derek Madden, Health and Safety Manager
- A meeting attended by Mr. O' Shea with Wexford County Council on 17 September 2015 re: capacity in post-primary schools in Wexford Town

### **Any other business**

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Wednesday, 4 November 2015 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Tuesday, 29 September 2015