



# St. Joseph's NS/SN Seosamh Naofa

## Board of Management Agreed Report

### 12<sup>th</sup> December 2023

- Mary Hennebry and Clare Doyle were nominated and approved as community nominees by the Board.
- The following roles were approved:
- Catherine – Chairperson
- Mark – Principal and Board secretary
- Aisling – Recording secretary and teachers' nominee
- Clare - Health and Safety officer
- Treasurer to work alongside Melissa – Sara Nolan. Melissa inputs bills for payment and 3 approvers – Catherine, Mark & Sara
- Board members were reminded of confidentiality, and that the Board works as a unit rather than representing groups.
- Reading read by Catherine.
- Minutes adopted and signed.
- Visualisers – checked and a new one bought.
- Cleaning hrs reduced to 4hrs per day.
- Creative Schools and Blast ongoing.
- Student council would like an outdoor performance area. Mark suggested Frank could also be involved alongside Tony.
- Adman shed installed and stores excess furniture.
- Parents vetting to help out with teams for sports –in progress.
- Water leak –debt had adjustment applied.
- Bus markings – Mark phoned Cathal Byrne who submitted a request to council but it has been turned down for the moment. We can try again next year
- Speed monitors - confirmation that they will be in place before Christmas
- Bank balance presented.
- New bank account required for Hot Meals scheme. Forms to be signed.
- CPOR presented and adopted. Nil in all categories.
- Copy attached to minutes.
- Bullying report presented and adopted.
- Two complaints about bullying.
- It's confirmed that all cases referred to at above have been or are being, dealt with in accordance with the school's anti-bullying policy and the Anti-Bullying Procedures for Primary and Post-Primary schools.
- Principal's Report presented.
- Hot meals –tendering process needed to choose our supplier. Scheme to begin in April 2024.
- Sub-committee required for tendering – Sara, Mark and Aisling.

**St. Joseph's N.S. Bree**

**Principal:** Mr. Mark Kelly  
**Deputy Principal:** Mrs. Anne O'Dowd



**Chairperson:** Fr. Michael Byrne

- 2 requests for asthma inhalers stored in school approved.
- BOM heard presentation from Tony McClean in relation to the Creative Schools process.
- Five policies ratified - Student Teacher Placement Policy, TY Work Experience Policy, SNA/Childcare Work Experience/Placement Policy, Intimate Care Policy, External Persons Policy
- Mark to contact Colm O'Tiarnaigh about amending admissions policy with regard to class cap and retaining a teacher.
- Letter of appreciation to Mike Doyle for his work and dedication on the BOM.
- Approvers on Bank system.
- Sub-committee – Sarah, Mark & Aisling for tender process.
- Change letterhead to reflect Catherine as new chair.
- Sara to meet Sarah Ann in relation to finance handover.
- Minutes minus any confidential information to be published on school website.
- Proposed date Tuesday 20th Feb 2024 7.45pm
- The minutes of this BoM meeting were adopted by the board of management of St. Joseph's NS, Bree/SN Seosamh Naofa, Brí:
- Signature of chairperson and date