



**Coláiste Choilm, Ballincollig August 20<sup>th</sup> 2020**

	Triona Fitzgerald <span style="float: right;">Chairperson</span>
	Michelle Sliney <span style="float: right;">Secretary</span>
	Ursula McAuliffe
	Louise Sheehan
	Donal Lyons
	Liam Ó Callanáin
	Derry Canty
	Sephine Hallahan
	Maria O’Sullivan <span style="float: right;">Recording Secretary</span>
<b>Apologies</b>	Carla Callanan John Nugent Colette Finn
<b>Agenda</b>	<ul style="list-style-type: none"> <li>➤ Adoption of the Minutes of Previous Meeting</li> <li>➤ Matters arising</li> <li>➤ Correspondence</li> <li>➤ Department Circulars</li> <li>➤ Educational Matters</li> <li>➤ Finance</li> <li>➤ School Planning</li> <li>➤ Child Protection</li> <li>➤ Anti-Bullying Report</li> <li>➤ Risk</li> <li>➤ Principal’s Report</li> <li>➤ AOB</li> </ul>
<b>Opening Remarks by Chairperson</b>	The Chairperson welcomed everyone to the meeting and remarked on how lovely it was to be able to meet in person.
<b>Condolences</b>	
<b>Congratulations</b>	

<b>Adoption of the Minutes of Previous Meeting</b>	Proposed: Sephine Hallahan Seconded: Donal Lyons
<b>Matters Arising</b>	<ul style="list-style-type: none"> <li>• Each member of staff has been given a Chromebook and staff training on Google Classroom has been scheduled during the first week back.</li> <li>• Over 200 parents expressed an interest in purchasing school managed Chromebooks. So far though suppliers have been unable to procure them due to worldwide demand for devices.</li> </ul>
<b>Correspondence</b> e.g. Cork ETB, DES, NCCA, NCSE, HSE etc	<ul style="list-style-type: none"> <li>• Letter from parent in relation to Transition Year. The Board supports the decision of the school.</li> </ul>
<b>DES Circular Letters issued or brought to the attention of the Board Members</b>	<ul style="list-style-type: none"> <li>• Additional Supervision Arrangements</li> <li>• COVID-19 :Arrangements for Teachers &amp; SNAS</li> <li>• COVID-19 :Arrangements for staff other than Teachers &amp; SNAS</li> <li>• COVID Operational Supports</li> </ul>
<b>Educational Matters</b> e.g. Leaving Certificate/Junior Certificate/ LCVP/LCA/ JCSP/DEIS/SCP/PLC/TY, Curricular Plan, Subject Inspection Reports etc	<ul style="list-style-type: none"> <li>• Priority is to get the school open and keep the school open</li> <li>• Safety comes first – establish sanitising routines &amp; new control measures</li> <li>• Impact on a wide range of active &amp; engaging methodologies</li> <li>• Waiting on DES guidance on PE classes and practical classes</li> <li>• Sixth Year students need reassurance</li> <li>• Student &amp; Staff wellbeing must be supported</li> <li>• Impact of lockdown on vulnerable students</li> </ul> <p><b>School Start-Up</b></p> <ul style="list-style-type: none"> <li>• Three separate staff COVID induction meetings to allow for social distancing</li> <li>• Induction schedule changed to follow NPHET advice</li> <li>• Staggered return for each year group</li> <li>• COVID induction for each year group</li> <li>• Extra-curricular activities suspended for the time being</li> <li>• Staff room extended</li> <li>• Face masks compulsory for staff &amp; students when a 2m distance cannot be maintained</li> <li>• Waiting on guidelines re school buses</li> </ul>
<b>Finance Report</b>	Proposed: Liam O’Callanáin Seconded: Ursula McAuliffe The Principal outlined the supports provided – Minor Works, Aide, Cleaning grant, Teacher allocation, Supervision grant. The Principal outlined what has already been spent on PPE
<b>School Planning /Policy Matters</b> e.g. Enrolment, CPD, Croke Park Hours etc	The Principal outlined the school’s COVID-19 Response Plan <ul style="list-style-type: none"> <li>• Fr George &amp; the Parish Council have allowed us to use Ballincollig Community Centre for our mórscóil Transition Years</li> <li>• Cáit Breathnach &amp; her team have been working tirelessly to</li> </ul>

	<p>upgrade facilities to school use – installation of partition, painting, flooring, deep clean, wifi, furniture etc.</p> <ul style="list-style-type: none"> <li>• Maria O’Sullivan &amp; Daithi O’Gallchóir have invested huge time and effort in rooming classes, limiting movement between classes and developing a one way circulation system</li> <li>• Halla Phádraig now used as a classroom. Partition dismantled in N11/N13 to provide larger room. All practical rooms fully used to maximise social distancing.</li> <li>• Two Lead Workers Maeve Uí Mhurchú &amp; Ber Kennefick will work with school management to ensure as far as is reasonably practicable the safety, health &amp; welfare of employees in relation to COVID-19</li> <li>• Access to lockers restricted &amp; supervised</li> <li>• Social areas for students at break times increased – inside &amp; outside areas</li> <li>• A starter sanitising pack provided to teachers &amp; students</li> <li>• Hand sanitisers installed at entries &amp; outside each classroom</li> <li>• Visitor access very limited – appointment only</li> <li>• Use of vending machines, water fountain and microwaves not allowed</li> <li>• School shop closed – O’Cruaiaois developing an App for online ordering</li> </ul> <p>The Board approved of the COVID-19 Response Plan</p>
<b>Child Protection Report</b>	Report
<b>Anti – Bullying Policy Report</b>	_Report
<b>Report on School Discipline Issues</b>	Report
<b>Risk</b>	<ul style="list-style-type: none"> <li>• The Risk Assessment is in the process of being updated</li> </ul>
<b>General Report from Principal</b>	<ul style="list-style-type: none"> <li>• The Senior Golf Team competed in the final of the GUI Irish School’s Senior Golf Championship.</li> </ul>
<b>Agreed Report to Staff &amp; Parents/Guardians</b>	<ul style="list-style-type: none"> <li>• The board commended the work of school management throughout the summer in preparation for the school reopening.</li> <li>• The board commended the commitment &amp; dedication of the ancillary staff &amp; maintenance staff throughout the summer.</li> <li>• The board approved of the school’s COVID-19 Response Plan.</li> <li>• The board wished to sincerely thank Fr. George &amp; The Parish Council for allowing the school to use Ballincollig Community Centre.</li> </ul>
<b>Agreed Date for Next</b>	September 15 <sup>th</sup> 5.30pm

<b>Meeting</b>	
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Signed: \_\_\_\_\_ Chairperson

Date: \_\_\_\_\_