

Board Of Management Meeting

PRO Report

Date of Meeting	11-02-2020
Time	7.00p.m. – 9.45p.m.
Minutes taken by	Leo Duggan
Present	Elaine Casey, John Burns, Morgan Lahiffe, Tom Curran, Lorraine McCarthy, Leo Duggan, Isla O’Dowd, Martina McMurrough
Apologies	N/A

- 1.) Opening Prayer
- 2.) Minutes of previous Meeting 03-12-2020 ratified.
 - Proposer - Lorraine
 - Seconder - John
- 3.) Matters Arising
 - Re Broadband and *eir....Principal to present update during his Report to this meeting.*
 - Meeting about Child Protection deferred until school reopens

Reports

Treasurer/Financial Report.....Martina

The following were presented.....copy on file...referring to:

- Account Balances to 31-12-2020
- 09-12-2020...Analog Community Awards Scheme....Award of €1,000 to school...
- 14-12-2020...Primary Schools’ Grant Schedule 2020-2021
- 14-12-2020...Remittance advice....Digital Strategy ICT Grant
- 16-12-2020...Accounts for the Year Ended 31-08-2020
- 21-12-2020...Notice regarding Covid-19 Funding Supports from NABMSE
- 06-01-2021...Remittance Advice...Capitation & Covid Cleaning Grants
- 11-01-2021...Acknowledgement from Charities Regulator
- 15-01-2021...Confirmation of Submission of Financial Accounts for 2019/2020

Decisions/Information

- *Martina presented the account balances as of 31-12-2020*
- *Re. Analog Community Award of €1,000, many thanks to Alfonso Berduque for submitting application, also many thanks to Edward Coyne*
- *Confirmed submission of accounts to FSSU.*

• **Maintenance Officer Report.....Morgan**

- 08-12-2020...eLight Proposal...proposal by Michael O'Brien...email to Board (Michael & Peadar to join the meeting)
- 21-01-2021...Report from Shane Doolaghty re roof leak
- 22-01-2021...Email from Peadar McMahon to Property Damage Allianz

Decisions/Information

- *Michael O'Brien from eLight spoke to the Board via zoom about the cost effectiveness of installing LED lights in our school.*
- *Rony and Nubia completed painting in bathrooms/bathroom doors and other walls throughout the school.*
- *Garden beside Astro Pitch dug up and replanted- completed by Rony*
- *Interior of school including each classroom cleaned and disinfected.-completed by Rony and Nubia*
- *Chutes and drain pipes cleaned around front and side of school –Rony completed*
- *Exterior school grounds have been powerwashed- Rony completed*
- *Metal box fitted to electric cables outside Prefab 1- Ennis Ironworks completed*
- *Old school Pitch has been trimmed – Rony completed*

Health & Safety ... Tom

- 01-02-2021...Letter to Special Needs Assistants to re-open Special Education
- 02-02-2021...Matters that need to be resolved before re-opening...National Principals' Forum
- 02-02-2021...INTO...Plans and protocols for the partial and phased resumption of special schools and special classes.
- 05-02-2021...CPSMA Checklist
- Updated COVID-19 Risk Assessment....

Decisions/Information

- *Board reviewed and approved updates to Covid-19 Risk Assessment*
- *Nurse to administer First Aid course on Tuesday April 20th – suggested by John and organised by Peadar McMahon and Brendan McAuliffe*
- *Sensor lights have been repaired and replaced in the Junior Yard, outside rooms 9-12, at front of school and outside GP Room*
- *Non slip paint to be applied to manhole covers in senior yard*
- *Barefield School Covid-19 Checklists to be updated prior to return to school*
- *Purchase of HSE compliant surgical face masks and additional PPE equipment approved*
- *Restocking of Hand sanitiser, wipes, blue towels and cleaning agent completed prior to return to school.*

Vetting and Child Protection Report ...Tom

- No Report necessary

Decisions/Information

- *Meeting about Child Protection deferred until school reopens.*

School Premises Officer Report.....Lorraine

- Use of School Facilities...finances...update
- 10-12-2020...Email to Enable Ireland re use of school grounds/yard during Christmas

Decisions/Information

- *All after school activity co-ordinators have submitted their seating plans for their classes*

PRO Report...Leo

PRO report to be updated to school website and various social media platforms.

➤ **Fund Raising Co-ordinator Report...Isla**

- Update
- 14-12-2020...Intel's Volunteering Matching Grant...Intel uses Benevity for administering charitable programmes across the globe
- 14-12-2020...Community and School Project...update

Decisions/Information

- *Update given on the Sports Capital Grant application*
- *Registered with Benevity and account is fully operational – Isla to follow up*

Correspondence:

Correspondence.....John

Department Correspondence... Please read in advance of meeting.

Circulars can be located on either of the following website:

Department website : (www.education.ie)click on Circulars

- 04-12-2020...Practical Steps for the Deployment of Good Ventilation Practices in Schools V2
- 09-12-2020...DES and HSE updates
- Updated Requirements Child Protection Oversight Report
- Weekly Covid-19 Schools Mass Testing Report
- Resumption of Schooling Autumn 2020 Analysis of Data from Principals
- 14-12-2020...Guidance Note for School Placement 2020-2021 – Update
- 16-12-2020...Letter from Dr. Tony Holohan, CMO, to parents
- 21-12-2020...Letter from Minister Foley T.D. to Chairperson, BOM
- 21-12-2020...Letter from Minister Foley T.D. to Principal and Staff
- 21-12-2020...Letter from Minister Foley T.D. to students
- 08-01-2021...Letter to Principals from Deirdre Stanley, Assistant Secretary, DES
- 10-01-2021...Announcement from Department of Education & Skills that schools are to remain closed from Monday, January 11th
- 11-01-2021...Updated Guidance on Continuity of Schooling Supporting Pupils with SEN
- 12-01-2021...Letter from Minister Norma Foley T.D. to parents of students receiving remote learning
- 14-01-2021...Statement from Ministers Foley and Madigan on Planning for Return of In-person Learning at primary Level.
- 14-01-2021...Letter from Deirdre Shanley (DES) re schools re-opening 21-01-2021

- 15-01-2021...Return of In-school Teaching and Learning for Children with Special Educational Needs in Special Schools and Mainstream Primary Schools
- 27-01-2021...Circular 0001/2021: Arrangements for Inspectorate Engagement with Primary and Special Schools, January – June 2021
- 28-01-2021...Email from Celine Conlon, DES, re Inspector’s details
- 29-01-2021...Letter to Principals from Deirdre Shanley, DES
- 01-02-2021...Government Press Release re re-opening of schools
- 03-02-2021...DES Email to Principals with 5 attachments
- 04-02-2021...Information Note 0001/2021 titled ‘Temporary Changes to the Parental Leave Scheme and Unpaid Leave Scheme and other temporary arrangements for Teachers employed in recognised Primary Schools’
- 04-02-2021...Information Note 0002/2021 titled ‘Temporary Changes to the Parental Leave Scheme and Unpaid Leave and other temporary arrangements for Special Needs Assistants employed in recognised Primary Schools’
- 05-02-2021...DES In-person Supplementary Programme to Support the Education or Care Needs of pupils with complex needs during this period of school closure with 6 attachments

Decisions / Information

- *We had planned and we were ready to re-open on January 6th, on January 11th and again on January 21st for our pupils with additional needs. As we are in the middle of a Pandemic, these proposed re-openings had to be deferred for health and safety reasons due to the very high community transmission level of the virus.*
- *Our Blossom and Bloom class will reopen on the 22nd February*

General Correspondence

John presented the following:

- 04-12-2020...Text message sent parents re vandalism on school and Playschool grounds
- 06-12-2020...Text message to Greg (ADT) re smoke alarm survey
- 06-12-2020...Email reply (re vandalism)
- 06-12-2020...Email to Carolann Lennon, CEO *eir* re Broadband Infrastructure
- 14-12-2020...CPSMA Newsletter No. 62 December 2020
- 14-12-2020...Sports Capital Funding: Letter of Permission and Completed Appendix 4 from Killaloe Diocesan Trust
- 18-12-2020...Email reply from Carolann Lennon
- 18-12-2020...Response to Carolann Lennon
- 07-01-2021...Email from St. Senan’s Education Office
- 08-01-2021...Follow-up email from St. Senan’s Education Office
- 13-01-2021...Allianz...FAQ
- 13-01-2021...NABMSE: FAQs Childcare
- 14-01-2021...NABMSE: Guidance for Schools re SNAs in the Context of Covid-19
- 18-01-2021...Reporting Annual Use of SEAI
- 18-01-2021...Emails from St. Senan’s Education Office (x2)
- 19-01-2021...Email from St. Senan’s Office re Remote Learning
- 21-01-2021...Email to St. Senan’s Education office re Retirement
- 22-01-2021...Email from Noel O’Loughlin Allianz re Cyber Cover
- 02-02-2021...Email from CPSMA re ‘CPSMA Updated App’


- 05-02-2021...Email from St. Senan's Education Office re guidance on reopening of special schools and special classes
- 05-02-2021...Email from St. Senan's Education Office re teachers and SNAs falling into the high risk category
- 08-02-2021 to 09-02-2021...Various emails to BOM with various Policies in line with Circular 0074-2020
- 08-02-2021...Letter from NEPS...SCPA Allocation and Advisory Psychologist, Dr. Richard Egan
- 10-02-2021...Letter from St. Senan's Education Office....re guidance on home-based supplementary programme
- 10-02-2021...Letter re Blue Star Programme Five Star Achievement Award
- 11-02-2021...Email from CPSMA re Phased Return of Special Schools and Special Classes
- 11-02-2021...Principal's Letter of Retirement

Decisions

- *Greg from ADT was contacted by John re the replacement of smoke alarms...no response from him to date.*
- *All staff Leave approved by the Principal was ratified by the Board.*
- *Permission granted to proceed with plans for a 2 lane walking track and hurling wall from the Killaloe Diocesan Office.*
- *Barefield NS is the only school in Clare to be awarded the Blue Star Programme Achievement Award. Well done to Denis Liddy for organising the Blue Star Programme in the school*
- *Elaine Casey, Chairperson of the Board of Management, formally congratulated John Burns on his tremendous work and contribution to the school over a fantastic and prestigious career.*

6.) Principal's Report....John

COVID-19 Report...presented and approved	DATE	DESCRIPTION	IMPLICATION FOR SCHOOL
	06-01-2021 →	Level 5 Restriction Measures	Phase of school closure continued
	02-02-2021	Agreed Plan of Action	Pupils in special class to return from February 22 nd .
	03-02-2021 to 05-02-2021	Various DES Emails with Attachments	In-person Supplementary Provision (SET teachers Meeting 05-02-2021) Re-opening of Blossom and Bloom Class, 22-02-2021
	Date to be decided for meeting	Committee	Meeting to discuss <i>Department's COVID-19 Response Plan for the safe and sustainable operation of Primary and Special Schools Version 3 February 2021, Appendices 6 to 9.</i>
Dul Chun Cinn na Míosa Reports	<ul style="list-style-type: none"> • Going forward...reports will be online 		
Zimmer Biomet, Shannon	<ul style="list-style-type: none"> • Donation of 5 drums of sanitising gel received. • Appreciation expressed via email and school website. 		

<p>Zimmer Sign</p> <p><i>Decision re. sign: Board not to erect sign at the front of the school but to erect it on an internal wall</i></p>	
<p>Placements...approved</p>	<ul style="list-style-type: none"> • Student Teachers • TY Students
<p>Updated Policies for Approval</p> <p><i>John complimented the In-school Management Team on their excellent work in reviewing the different policies.</i></p>	<ul style="list-style-type: none"> • Communication Information Statement for COVID-19 Barefield N.S. Response Plan... presented and approved • Child Safeguarding Statement... presented and approved • Child Safeguarding Risk assessment... presented and approved • Barefield N.S. Educational Technology Usage Policy... presented and approved • SET Policy... presented and approved • Digital Learning Plan... presented and approved • Updated Code of Behaviour... presented and approved • S.P.H.E. Policy... presented and approved • Stay Safe Policy... presented and approved • Data Protection/GDPR Policy... presented and approved • Anti-bullying Policy... presented and approved
<p>Secondary School Placements for our Rang VI Pupils</p>	<ul style="list-style-type: none"> • After Round 1 Offers, 11 of our pupils were without places. (8 boys & 3girls) • After Round 2 Offers, 4 pupils are without places, all boys.
<p>OLCS</p>	<ul style="list-style-type: none"> • List of names were presented of all substitutes and part time teachers for whom claims have been made on the OLCS from 03-12-2020 to present.
<p>Broadband Update...Bbnet Shannon</p>	<ul style="list-style-type: none"> • Results of survey to install wireless Broadband. Bbnet concluded that wireless Broadband is not a possibility for our school as a 10m pole above the highest point of the school would be required for connectivity....stay wires, etc would be necessary. Stable connectivity could not be guaranteed.

	<ul style="list-style-type: none"> Reason = hills and trees. Bbnet will inform NCTE of their findings.
Gsuite update...	<ul style="list-style-type: none"> As per Gillian Moore's written Report: <p><i>Gsuite</i></p> <p>In November 2020, all staff members were given their own email addresses. During the first lockdown, I was frustrated not being able to retrieve my emails when we could not access the school building. This was step one in the process. The next step was to provide all pupils with their own Gsuite-google classroom account. Unfortunately this did not happen. I have hosted a meeting through google meet and the features looked very impressive. There are more features in Gsuite for education that are not explored at the moment as the pupils were not set up in time for this lock down. When lockdown is over this will be completed.</p>
Understanding and Living the Ethos in a Catholic Primary School...Report as per Gillian Moore	<ul style="list-style-type: none"> As per Gillian Moore's written Report <p>Joy Hensey has contacted the school regarding last year's sacrament classes. As part of Joys studies, she has requested to conduct a survey of the parent's regarding the children's preparation for the sacraments. She is to contact me regarding when she wants to do this.</p> <p>February 1st, Lá fhéile Bríde, is to be celebrated in the school through lessons distributed by class teachers.</p> <p>Confirmation and Holy Communion preparation by teachers is still going ahead in their weekly and daily plans shared to parents.</p>
Celebrating 125 Years of Education in Barefield N.S.	<ul style="list-style-type: none"> As per Gillian Moore's written Report <p>School has been in existence for 125 years 1895-2020. I have asked members of the staff to work together on this brilliant idea of creating a book to celebrate the milestone. We have discussed ideas and formats the book will take.</p>
Child Protection Oversight Report As instructed by Alan Hynes St. Senan's Ed. Office 08-01-2021	<p>Boards cannot meet face to face. All such meetings must now occur by video or conference call. As you will be aware, the DES recently reminded Boards of the lawful requirement for the Child Protection Oversight Report to be delivered at at-least one Board meeting per term. However, there is a confidentiality issue the prevents the delivery of such reports by video or conference call. I advise that Boards note in their minutes that they were unable to consider the report because of the prevailing public health restrictions. Where there is a "null report" and only where the report is a "null report", then the Principals may deliver that report and the minutes reflect same. (Alan Hynes)</p>
Child Protection Oversight Report	<ul style="list-style-type: none"> Null Report

AOB

7.) Agreed Report to be released to school partners...

8.) Votes

Votes of Sympathy

- Goretti Quinn on the death of her mother, Margaret Quinn R.I.P.
- Denis Liddy on the death of his uncle, Pat Liddy, R.I.P.
- Bríd Baker on the death of her mother-in-law, Bridie Frawley R.I.P.
- Claire Kelly on the death of her father, Christopher (Christy) Kelly, R.I.P.
- Martina McMorrough on the death of her aunt, Margaret Cunningham, R.I.P.

Votes of Congratulations

- John Burns on his impending retirement, 28-05-2021

9.) In-person Supplementary Programme

- 11 pupils identified, who will receive in-home 20 hours additional teaching support between now and April 30th.

10.) Date/Time of Next B.O.M Meeting: Thursday 22nd April.