



St Louis High School
Board of Management
Meeting
17th June 2024
Minutes

Attendance: P Bourden; F Cunnane; E O’Dea; E Howard; K Sunderland; C McDonough (Sec).

Apologies: J Bracken; G Convery; M Earwaker.

Prayer and Reflection: The chair led the BoM in prayer and reflection to commence the meeting and mark the end of the academic year.

Minutes and matters arising:

The minutes of the 17-04-2024 were proposed by F Cunnane, seconded by K Sunderland and ratified by the BoM.

The minutes of the 16-05-2024 were proposed by E O’Dea, seconded by E Howard and ratified by the BoM.

The minutes of the 06-06-2024 were proposed by K Sunderland, seconded by F Cunnane and ratified by the BoM.

Correspondence:

The following staff members’ applications for personal days and forms of leave were approved by the BoM:

Personal Days:

John Sheahan - 14th May

K Cully - 20th September

M Lanigan – 22nd August 2024

Parental leave:

K Sharkey 22nd August – 29th August 2024.

Maternity Leave:

A Brady – request for maternity leave up until 13th January 2025.

Ms Paula McNamee extended her thanks for the gifts she received from the BoM to mark the occasion of her retirement from the school. She wished the BoM and the school community the very best for the future.

Staffing

The BoM was informed that the following people have been appointed to substitute positions for the forthcoming academic year:

- Eimear Donovan appointed for a maternity leave cover for 24-25 to cover for M O’Tiarnaigh
- Emma Doherty appointed for a maternity leave cover for 24-25 (not a full year) for A Brady.

The BoM was informed that there is one further appointment to be made and this will be done in August - Maternity Leave cover for A Hyland up until Christmas.

The BoM was informed that at present the student numbers for next year look promising. We have 118 confirmed for 1st Yr at present along with 28 places offered and accepted for other year groups. If these numbers hold, then the numbers should increase from 643 to 694 which would amount to an increase of 51 students overall. This should secure 2.5 projected enrolment.

RE Inspection Report

The BoM wished to convey its esteem and appreciation to the RE Department for all its work which has resulted in an extremely positive and affirming inspection report.

The BoM discussed the findings and emphasised the importance of addressing these recommendations moving forward in all subject departments.

The BoM prepared a response for the RE inspection report.

Financial Report

- The finance sub-committee met on Friday 14th June. J Garry; E O’Dea; J Bracken and C McDonough met.
- The accounts up to 31-05-2024 were accepted by the BoM. Thanks was expressed to J Garry who prepared the accounts.
- The budget for ‘24-‘25 was finalised at the finance sub-committee meeting and accepted by the BoM. Thanks was expressed to J Garry who prepared the budget.
- The BoM discussed the rising costs of contract cleaning as well as the potential to raise more revenue for the school through renting to outside agencies.
- The BoM was informed that pricing for contract cleaning was being sought from different companies because it is felt that it is time for a change of contract cleaners.

Child Protection Oversight Report

- The Child Protection Oversight report was presented to the BOM and signed off on by the principal.
- There were no anti-bullying referrals made to Tusla.

Building Matters

- The BoM was informed that problems with the roof continue and that we are waiting for Rathgar Engineers to come back to us to sort out the issues over the summer.
- The BoM was informed that a tree fell between us and No5 Grosvenor Road. The school is liaising with the neighbour. The St Louis Order (via Sr Eithne Woulfe) has offered to cover the costs of repairs to the wall.
- The BoM requested that trees on the site should be checked out. The principal informed the BoM that trees in the car park and around the back basketball court have all been checked at this point. Djouce Tree Surgeons will be coming in at the end of June to remove the final part of the fallen tree and trees in that area will be checked at that point.
- The BoM was informed that some painting will be carried out over the summer.
- The principal informed the BoM that quotes are being sought from contract cleaners with a view to changing contractors. Costs have risen considerably.
- The BoM was informed that the solar panel company we originally selected was rejected by the DES. We have sought 3 additional quotes and are awaiting a response from the company we selected from this group.

Parent Council and Student Council Reports

- The BoM read both reports with great interest.
- The BoM wished to convey its appreciation to the Parents' Council for its support of and commitment to the school community. It recognised the immense effort the PC put in to raise much-needed funds for the school and thanked it most sincerely.
- The BoM expressed its gratitude to Ms L Stenson and Ms D MacLennon for all their work with the Student Representative Council. The detailed report was a fantastic account of all the work carried out to support the student voice. The BoM also thanked the SRC 24-25 for all its work and impressive leadership throughout the academic year.
- These reports will be submitted to Le Chéile along with the End-of-Year-Report (EOYR).

Le Chéile End-of-Year-Report

The BoM agreed the End-of-Year-report '23-'24 for Le Chéile.

Principal's Report

- *TY Student, Lucie Walsh, won a gold medal in the Young Economist of the Year Awards in UL.*
- *The SRC led a Pieta House **Darkness into Light** walk on Sat 11th May. About €1000 was raised. The SRC is to be commended on its leadership in bringing the new SRC, parents and staff together for this event.*
- *The Green schools' committee sent out weekly Eco-Friendly Friday tips via the school app during the last term to highlight this important message. Well done to the committee and to Ms Kelly.*

- *School fundraising lotto is gathering momentum and is raising much-needed funds for the school community.*
- *MEP Barry Andrews visited the school on Monday 13th May where he met with students of Politics and Society and LCVP. It was a very informative talk and thanks to Ms O'Connor for organising.*
- *To mark Europe Day, 9th May, our Head girl and deputy head girl attended a morning tea with some candidates for the elections.*
- *A table quiz was held in April by the Parents' Council. This was a very successful event.*
- *Sports day was held on Friday 10th May. This was a very positive day and the weather held. We thank the Sports Day team for its organisation of the event.*
- *The annual Meitheal was held on April 13th. It was a lovely day and thanks to parents, students and staff who came along to help.*
- *A 3rd Yr student, Alisa Tarna, was chosen as the winner in the 13-16 yr old category for the design of a national book token for World Book Day. The competition was open to students from both Ireland and the UK. Congrats to Alisa Tarna and to the art dept and Antoinette Prout (librarian) who has supported and encouraged reading.*
- *One group of students will be in the Junk Kouture final next October. Their entry is called Icarus. Well done to all the groups who participated.*
- *LCVP exam was held on May 1st last.*
- *The e-tenders for the JC books has been completed. Alan Hanna's was the successful tender. There were no appeals. Thank you to J Garry; A Prout and S Thornton who assisted with the process.*
- *The elections for next year's SRC were held in May. 33 students in 5th Yr put their names forward for election. Well done to all who participated in the process and thank you to Ms Stenson who organised the elections.*
- *6th Yr Graduation was held on the 21st May and was very successful. Thank you to all staff who made it possible. It was lovely to welcome our students' families for the celebration.*
- *TY Ceiliúradh was held on the 23rd May and this was also a very successful occasion. It was lovely to welcome our students' families for the celebration.*
- *An End -of- year meal for staff was held on the 30th May to mark four retirements.*
- *Reports for 1st, 2nd and 5th Yrs have now been published.*
- *Reports were issued to TYs at the time of their ceiliúradh.*
- *State Examinations are currently being held. The Junior Certificate finished up on the 14th June and the Leaving Certificate will finish on the 25th June. Thank you to Mr R O'Donnell who is the Exam Aide and overseeing the exam organisation.*
- *The principal met with all staff on a one-to-one basis to discuss the year gone by from a teaching and also post perspective. SNAs were also met individually.*

School Development Policies

- The Digital Learning Strategy was accepted by the BoM. The BoM appreciated and recognised all the progressive work that is being done in this field.
- The amendments to the Code of Behaviour were accepted overall with one amendment removed.
- The Health and Safety Document was accepted. It was highlighted that First Aider names should be included in the document along with the name of Health and Safety representatives.

AEN Annual Report

The BoM wished to thank both Ms N Mulcahy and Ms R Farragher for the comprehensive report which was presented to the BoM. It recommended that the numbers analysis should be presented in % format.

Anti-Bullying Report

- There were no bullying cases reported to Tusla since the last meeting.
- The BoM was informed that a 2nd Yr student made claims of alleged bullying which were investigated but could not be substantiated. We will monitor this situation on our return next year.

OLCS

The following people were paid through the online claims since the 18th April 2024:

ADDIE, AMY
BONNAILLIE, AURORE
DIGNAM, EVE
HANRAHAN, JENNIFER
HANRAHAN, LAURA
KELLY, SHAUNA
MAHER, MARGARET
MEADE, ANNE
NÍ SHÚILLEABHÁIN, CAOIMHE
ROONEY, CHLOE
TALLON, ADAM
VISSER, KAYLEIGH
WALDRON, SARAH
LOUISE OTOOLE

AOB

There was no AOB.

Agreed Report

The BOM confirmed the content of the agreed report.

Date of Next Meeting

The BoM agreed to meet in early to mid-September. The date will be confirmed nearer the time.

The BoM adjourned to Roly's Bistro for an end-of-year meal.