

MINUTES OF THE 3rd MEETING OF THE BOARD OF MANAGEMENT TYNDALL COLLEGE A SUB-COMMITTEE OF KILKENNY & CARLOW EDUCATION & TRAINING BOARD – TUESDAY 20TH FEBRUARY 2018

Attendance: Mr. Seamus Donoghoe Chairperson
Mr. Keith Shirley, ETB Representative
Mr. Gerry McGill, (Principal) Secretary
Ms. Andrea Dalton, ETB Representative
Mr. Pat Kinsella, Staff Representative
Ms. Audrey Howard-Bowles, Staff Representative,
Cllr. Denis Foley, ETB Representative

Apologise: Ms. Irene O'Brien, Parents' Representative
Mr. Noel Barcoe, Business Representative
Ms. Eileen Curtis, Director of Schools KCETB

Invited Guests: Ms. Emer Morrissey, Deputy Principal

Chairperson asked all members asked to respect the confidentiality of the BOM as sensitive matters will be dealt with from time to time.

1. Nominations of Male Parent Representative to BOM

Thomas O'Donoghoe

Proposed Mr. Keith Shirley

Seconded Ms. Andrea Dalton

2. Minutes of the first meeting of the BOM of Tyndall College

Proposed Ms. Andrea Dalton

Seconded Mr. Keith Shirley

3. Matters Arising

There are no matters arising at this time.

4. Correspondence

There are no correspondence at this time.

5. Update on new building

- Mr McGill Friday 2nd February 2018 in Department- all 6 schools in Bundle 5 brought together – frustrations that media knew things before the schools did. Improvement in communication- weekly updates now coming. To be sent to BOM and staff
- 2nd Meeting today in Tullamore
 - Carillon (in liquidation) with Dutch Infrastructure Fund DIF based in Hollande investors include Bank of Tokyo – company called Inspired Spaces – in the contract contingencies if one partner in difficulty the other had to make up the differences.
 - DIF went back to talk to investors to guarantee they could pay SAMMON
 - DIF to come up with 1. Contractor 2. Facilitates Management Company.
 - Department of Education and Science has no direct role can't just come in to Public Private Partnership and take over
 - National Development Finance Agency NDFA are the client in negotiations with DIF
 - Ongoing engagement between DIF and SAMMON meeting in London today
 - Plan A DIF and SAMMON come to agreement to complete the schools
 - Plan B DIF in negotiations with another contractor
 - NDFA going to London this week to push things further
 - DIF get no money until schools are complete.
 - Friday 23rd Feb 18 email with more information possibly an answer Plan A or B- BOM will be notified immediately
 - Tyndall College Building speculation is that it is 8 weeks off completion plus 4 weeks for certification
 - NDFA hope to be ready for September 2018- contingencies to be put in place
 - CIFE could be in before Tyndall College
 - Security in on the building 24 hours a day by DIF and SAMMON
 - Presently we are leasing from Carlow Institute of Technology we are here until the building is ready no pressure to be out.
 - ICT in new building company in place to deal with this do not need to re tender. ETB up on the tendering process, when we move in equipment will be on site
 - Tables and Chairs etc in storage ready to go in DIF

6. Secretary's Report

a. Teaching and Learning

- Mock exams complete reports to be issued at the end of this week.
- Final Parent Teacher meeting this Thursday 22nd February 2018 for 1st Year Students
- Magenta Principles Mike Hughes-
 - Mr. Pat Kinsella, Ms. Audrey Howard-Bowles, Ms. Maria Quinn, Ms. Claire Halpin, Ms. Emer Morrissey
 - It facilitates more student engagement more open classroom more peer observation and it complements the work being done as part of the new Junior Cycle
 - Pat Kinsella example used to KCETB contacted by other schools looking for guidance
- Instructional Leadership is to be attended in March 2018 by Ms. Maria Quinn, Ms. Bridget McAssesy and Ms. Emer Morrissey
- Curriculum development – Tyndall College is developing a child centred curriculum – Junior Cycle Reform we are further along than most schools in Carlow Town. Max 10 subjects or minimum 7 plus 4 short courses, based on the students ability decides how many subjects and short courses they can do.
- Joe O'Connell Director of Limerick Ed Centre , former principal coming to talk to staff on the 10th April 2018- the theme will be The Challenges and Opportunities facing a new school in the in context of Looking At Our Schools a Quality Framework

b. Pastoral Care

- School Completion Programme on site
- Very active Home School Community Liaison
- Fortnightly meeting with Carlow Regional Youth Services and the Juvenile Liaison Officer Student Support Team meeting weekly – headed up by the Deputy Principal Primary concentration on student wellbeing and focus on student mental health
- Wellbeing workshop today Tuesday 20th February 2018 for 5th and 6th Years

c. Public Relations

- School website run by Ms. Maria Tyrell and Ms. Aishling Phelan – feedback welcomed
- The Nationalist newspaper is covering the school

d. Extra- Curricular

Teams currently taking part in;

- Football
- Basketball
- Carlow IT 1st and 2nd year Rowing blitz
- Cross Country
-

e. Congratulations

- Congratulations to CIFE who won Corn na Mac Léinn

f. School Self Evaluation (SSE)

- SSE meeting with Inspector Ms Julie Lynch before Christmas.
- 8 pillars of DEIS plan is our focus – this was ratified at last BOM meeting
- We are expecting a DEIS inspection
- As part of this and the Looking At Our Schools document we are focusing on 2 areas
 1. Attendance monitoring and to improve it- up 21% this year on annually attendance
 2. Partnership with Parents

g. Posts of Responsibility

- Circular 03/2018 we are going to be up 3 Assistant Principal 1 (AP1) posts for Sept 2018,
- Post review to happen this term.
- Work to start with to identify the needs of the school 22nd March 2018 with the permission of the Board.
- Post of Responsibility Review Sanction:
Proposed: Mr. Pat Kinsella
Seconded: Ms. Audrey Howard Bowles

h. Enrolments 2018/2019

- Currently 96 students are enrolled but questions around dual enrolments capped at 100 students. Looking for additional allocation from Department based on this.
- As per Admissions policy accept first 100 names. Waiting list will operate once we reach 100 as per our policy
- 9th March 2018 entrance assessments date agreed by Carlow Towns Principals – this should further clarify the numbers
- Transfer Students- clearly set out in the Admissions policy. These will not be processed until 1st year process complete. Meeting with child and parent where they will be asked to have the following with them 1. all Secondary School reports, 2.SEN reporting, 3. Students Journal, 4 English and Maths copies- this is to demonstrate to us 1. How serious they are about the transfer 2. Give us a fuller picture of the student
- There is ongoing engagement with the Educational Welfare Officer
- Going from 263 to 320 – looking for more allocation based on projected enrolments
- 16 students from our direct feeder schools have yet to apply for 1st year
- HSCL and SCP have given the message out that we are almost at capacity
- Transfer at the moment into to 1st year, SMT met with the student and parent last night
- 25 applicants 1st Year September 2019

7.Child Protection

- New Guidelines for Child Protection- online training staff have done it prior to Christmas 2017- New Staff sent the link to complete it and send on their certificate
- Thursday 22nd February 2018 DLP and DDLP attending training
- Portal on line for reporting to Tusla DLP and DDLP registered
- Legal responsibility on mandated person as per new guidelines
- Staff report to DLP or DDLP only if not on site contact immediately by phone.
- If in doubt staff have been told to report it

8. Anti-Bullying

There are no Anti- Bullying issues at this time.

9. Disciplinary Issues

- Monthly report to Educational Welfare Officer on school attendance and participation
- Issues have improved credit to Year Heads for work done

10. Policies

Staff, Parents, Students Council all consulted on all the policies

1. Transition Year Policy

- Previously all students went from 3rd year to TY
- Number of this years students not suited to TY
- €300 for TY- itemised what the money is for
- Transparent process for entry to TY. Application and Interview.
 - Attendance, Contribution to the School, Behaviour, Work Ethic, Interview
- Information evening 8th February 2018 for Senior Programmes
- Payment plan in place, €300 fee not to be a barrier
- External candidates can apply but own students considered first. If no place can look at other year groups
- Behaviour for external candidates from previous school if no paper work they get 0 points
- 24 students minimum of 16, or two classes of 40
- English Language Ireland has 2 students wanting to come into TY
- Mr McGill to meet with TYs 2018/2019 in May to discuss the various element and get their opinions. List of potential modules amendment to the policy
- Mr. McGill does not sit on the interview panel, appeals are made to him not to the Board of Management
- Offers in a set time frame and appeals likewise
- 90% attendance required or could lose their place



Tyndall College
Mortarstown, Kilkenny Road,
Carlow.

t: 059 915 3387
e: tyndall.info@kilkennycarlowetb.ie
gerry.mcgill@kilkennycarlowetb.ie
www.kilkennycarlowetb.ie

Proposed Mr. Keith Shirley
Seconded Ms. Andrea Dalton

2. Leaving Certificate Applied Policy

- Categories for application and interview Attendance, Contribution to the School, Behaviour, Work Ethic, Interview plus Overall Suitability – staff will have a say
- Only for internal candidates in 2018/2019 and capped at 14 students
- Mr. McGill does not sit on the interview panel, appeals are made to him not to the Board of Management
- Amendment to last note appeal to School Principal
- Application form is the Interview questions
- May be run on a two year cycle not every year
- 90% attendance required or could lose their place
- If lose their place can reapply for 5th year the following September

Proposed Mr. Keith Shirley

Seconded Mr. Pat Kinsella

3. Development Education Policy

- Work done by Ms. Aoife Gordan a lot of work done in TY
- No issues arising

Proposed Ms. Audrey Howard-Bowles

Seconded Mr. Denis Foley

Parents Charter – Formalise and ratified by Parents Association

Students Charter – formalised and ratified by Students Council

Staff Charter - formalised and ratified by Staff

All 3 will be up in every classroom in the new building and in staff handbook and students journal

Policies for Discussion at next Board of Management include the Pastoral Care Policy and the Critical Incident Policy both of which have been given to Board members.

11. Parents Association

Parents Rep not present – no report at this time

Date for next meeting Tuesday 17th April 2018 at 4.30pm

SIGNED: _____

DATE: _____

Principal Mr. Gerry McGill
Deputy Principal Ms. Emer Morrissey





Tyndall College
Mortarstown, Kilkenny Road,
Carlow.

t: 059 915 3387
e: tyndall.info@kilkennycarlowetb.ie
gerry.mcgill@kilkennycarlowetb.ie
www.kilkennycarlowetb.ie

Principal Mr. Gerry McGill
Deputy Principal Ms. Emer Morrissey

