

BOARD OF MANAGEMENT MEETING

MONDAY 4th NOVEMBER 2019

**MINUTES OF THE 11th MEETING OF THE BOARD OF MANAGEMENT
TYNDALL COLLEGE A SUB-COMMITTEE OF KILKENNY & CARLOW
EDUCATION & TRAINING BOARD - MONDAY 4th NOVEMBER 2019**

Attendance: Mr. Seamus Donohoe Chairperson
Mr. Gerry McGill, (Principal) Secretary
Ms. Audrey Howard Bowles, Staff Representative
Mr. Dermot O'Boyle, Staff Representative
Ms. Andrea Dalton, ETB Representative
Mr. Fergal Browne, ETB Representative
Mr Brian Redmond Community and Business Representatives
Mrs Mary Broderick Parents Representative
Mr Thomas O Donohoe Parents Representative

Invited Guests: Ms. Emer Morrissey Deputy Principal

Apologies N/A

Minutes

1. Welcome
Mr McGill welcomed everyone to the first meeting of the new Board of Management (BOM). He stated that the first business of the BOM was to appoint two additional members from the Community and Business Group.
2. Nomination of Community & Business Representatives to BOM
Mr Seamus Donohoe nominated:
Proposed by Mr. Dermot O Boyle
Seconded by Mr Thomas O Donohoe

Mr Brian Redmond nominated:
Proposed by Ms Andrea Dalton
Seconded by Mr Fergal Brown

Election of Chairperson

On the Proposal of Mr Thomas O Donohoe, seconded by Ms Andrea Dalton, Mr. Seamus Donohoe was elected Chairperson.

Mr. O Donohoe thanked the members for the nomination and the confidence placed in him.

Proposed by Mr Thomas O'Donohoe

Seconded by Ms Andrea Dalton

3. Minutes of the tenth meeting of the BOM of Tyndall College May 2019

The minutes of the tenth meeting of the BOM of Tyndall College from May 2019 were adopted.

Proposed by Ms Andrea Dalton

Seconded by Ms Audrey Howard Bowles

4. Matters Arising

The Tyndall College move happened on the 15th August 2019. The chairperson recognised the efforts involved and thanked the following for their work and support in moving and getting the school up and running 2019 – 2020.

- Principal and Deputy Principal
- Kilkenny Carlow ETB
- The Parents Association
- Staff
- Students

5. Correspondence

- None at this time

6. Update on new building

- BOM invited to a tour of the building
- Mr. McGill had attended one formal meeting of School Bundle 5, with a view to sharing experiences and ideas.
- There are a number of issues that Facility Management Company (FMC) are addressing.
- The maintenance of the building is with the Facility Management Company.
- Logging system is now in place for staff to report issues. FMC would face financial penalties if the issues reported are not responded to within a set time.

7. Secretary's Report

- Teaching and Learning
 - Transition Year Inspection April 2019. An Excellent report followed. There was no response from the BOM as new Board of Management was not in place at the time (Summer 2019)
 - Magenta Principles – 4 Teachers engaged in Cycle 4
 - Instructional Leadership – 3 Teachers graduated October 2019
 - JCT Cluster Day - 3rd December 2019 – we are hosting the regional cluster
 - A Parent Teacher Meeting took place on the 24th October 2019 for 6th Years

- School Self Evaluation (SSE)
 - Looking At Our Schools - LAOS
 - Evaluation report to be completed and signed by the Chairperson.
 - SSE Report For 2019- 2020 being worked on.
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- Community links - Delta Centre

Ms E Morrissey, explained that an agreement has been reached with the Delta Centre Carlow. They will reserve places for work placement for our students, with Autistic Spectrum Disorder (ASD) or in the Moderate General Learning Disability (MGLD) class. These students need work placement in Transition Year (TY) and Leaving Certificate Applied (LCA).
- Extra-Curricular

Students are currently taking part in the following

 - Basketball
 - Football
 - Cross Country
- Cross Curricular Links
 - Literacy initiative – more details at the next meeting
 - New Numeracy Initiative
 - Gaisce – Trip to Glendalough
 - Business in the Community - Bank of Ireland
- School Tours
 - Junior Tour and Senior Tour being planned
 - Ms A Howard Bowles reported to the BOM that the trips are to Barcelona, with fund raising to take place in conjunction with Parents Association.
- School Events
 - 6th Year Parent Teacher meeting 24th October 2019
 - 3rd Year Parent Teacher meeting Thursday 7th November 2019
 - 1st Year Celebration 15th October 2019
 - Official Opening date not confirmed. The Minister for Education, would like to open the new educational campus, and is liaising with Ms Eileen Curtis, Chief Executive (CE) of Kilkenny Carlow ETB, regarding a suitable date.
 - School visit by the Secretary General of Department of Education Mr Sean O’Foghlu, on the 18th October 2019. This was a private visit to view the new school.
 - A visit by Health and Safety Authority (HAS) personnel to the science labs. They are working with us on ensuring the building is fully compliant with HAS regulations.
- Staff Continuous Professional Development
 - Critical Incident Training Thursday 27th October 2019, by Mr David Carroll NEPS

- Enrolments 2020- 2021
 - 150 applications for 1st Year
 - The Principal has sent a letter to everyone who has applied on time for school place in October 2019. We are mindful of dual enrolments. This acceptance letter must be returned on or before the 6th December 2019.
 - Late applications from the October deadline have received a letter to say they are on a waiting list.
 - The school cannot take more than 1000 students. This number included students in ASD and MGLD classes.
 - Present enrolment 539 students for 2019-2020
 - Education and Training Board Ireland ETBI, have issued guidelines and templates on new enrolment procedures.
 - It is possible that there may be issues down the tracks on admissions.
 - We have had to remove “ first come first served” basis for admissions from Admissions Policy – categories of qualification for place .
- Appointments
 - Ms C Halpin appointed to Assistant Principal 1

8. Child Protection

- The Chairperson read out the Review of the Child Safeguarding Statement.
- The Department of Education and Skills are now carrying out specific Child Protection Inspections.

9. Anti-Bullying

- Nothing to report

10. Disciplinary Issues

- The Secretary explained that suspension was rarely used as a form of discipline and only in extreme cases.
- Permission to suspend a student for 5 days must receive approval from Chairperson
 - Proposed by Mr Fergal Browne
 - Seconded by Ms Mary Broderick
- The Code of Behaviour has a 5 stage process.
- Tyndall College has Behaviour for Learning, School Completion on Site and biweekly meetings with Educational Welfare Officer (EWO) Ms Ann Marie McCabe.

11. Policies

The following policies were ratified

- Code of Behaviour – changes only around mapping of the new building
 - Proposed by Mr Fergal Browne

- Seconded by Mr Thomas O' Donohoe
 - Critical Incident Policy
 - Proposed by Mr D O'Boyle
 - Seconded by Ms A Howard Bowles
 - Admissions Policy - removed "first come first served basis"
 - Proposed By Ms Andrea Dalton
 - Seconded By Mr Fergal Browne
 - The Secretary explained that all policies are subject to review
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- Board of Management Training – Secretary to email on details to members
 - 25th November 2019 Kilkenny
 - 27th November 2019 Dolmen Hotel Carlow
12. Parents Association
- New members joining on the 11th November 2019
 - The Parents Association is linking up with Ms A Howard Bowles and Ms M Quinn to fund raise for the school tours.
 - The Secretary thanked the Parents Association for their support at a number school events already this year.
13. General Data Protection Regulation (GDPR)
- Nothing to report at this time
14. The Board of Management wished to express its sympathies to Ms Cynthia Dean, on the recent loss of her son Mr John Fogarty and mother Mrs Bríd Dean.
15. Bus Service
- Tyndall College not involved in organising buses.
 - JJ Kavanagh is running a private service from the Bus Park.
 - New town bus service being organised by the Council.
16. Issues on New Site
- Locals have raised issues regarding littering that the school has addressed
 - Concerns raised about students on Bikes – Members of An Garda Síochána, had been in to talk to students about road safety.
 - Tyndall College has tried to get Crossing lights activated to no avail. Mr Fergal Browne and Ms Andrea Dalton are to approach the Council about this.
 - It was agreed to draft a letter from the Board of Management regarding the roundabout at Munnelly's. It was considered dangerous especially for students, cycling and walking past this junction.

Date of Next BOM Monday 16th December 2019

SIGNED: _____

DATE: _____



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SIGNED: _____

DATE: _____

SECRETARY

Principal Mr. Gerry McGill
Deputy Principal Ms. Emer Morrissey