

MINUTES OF THE 4th MEETING OF THE BOARD OF MANAGEMENT TYNDALL COLLEGE A SUB-COMMITTEE OF KILKENNY & CARLOW EDUCATION & TRAINING BOARD – TUESDAY 17th APRIL 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: Mr Thomas O' Donoghoe, Parents Representative
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

1. Minutes of the third meeting of the BOM of Tyndall College

Minutes of the 3rd BOM of the 20th February 2018 were taken as read

2. Matters Arising

No matters arising

Proposed by Ms. Andrea Dalton

Seconded by Mr. Keith Shirley

3. Correspondence

None

4. Update on new building

- Sammon gone into Examinership
- Re - tendering has taken place and is currently being assessed by the Department of Education and Skills

- Schools in the bundle will not meet again until May when there is something concrete
- Latest up-date circulated to all stakeholders
- Update last Friday 13th April 2018 said the same thing
- Two Contingencies being discussed for September 2018 if the building is not ready – Meeting today, Ms Markita Mulvey, Mr Liam Scott, Mr Keith Williams. An audit has been done as to what we need – Tyndall College need 5 additional base classrooms –and CIFE– CIFE need 3 additional classrooms and 2 science labs. Carlow IT are involved as they own the site. If CIFE building was completed they could move above and this would free up the current site for Tyndall College. As we are a member of a bundle there is strength in numbers. CIFE building very near completion. Has asked if Tyndall College and CIFE are separated to speed up the process

5. Secretary's Report

- Teaching and Learning
 - Former Director of Limerick Education Centre Dr. Joe O'Connell staff meeting on New school in context of the Quality Framework Looking At Our Schools, will be follow up next year
- Leaving Certificate Orals
- Music Practical Leaving and Junior Cert
- Junior Cycle CBA's Business Studies, Science, English
- Magenta Principles
 - Internally opening of classrooms by group 4 teachers swapped classes using effective questioning students teaching the teacher
 - Mr. Pat Kinsella has been asked to contribute to
- Instructional Leadership
 - Ms. Bridget McAssey, Ms. Maria Quinn Ms. Emer Morrissey attending
- Literacy Programme
 - Ms. Bridget McAssey heading it up cross-curricular, will be evaluated 1st year for two weeks
 - Three different levels, several teachers involved, literacy based not English specific,
 - Not linked to initiative in Carlow Library Write to Read, it's and internal programme
- 1st Year 2018
 - Induction Programme Ms. Emer Morrissey addressed the board about the work being done on the programme and it will be brought to the Board
 - 1st Year Assessment enrolments held 100 students March 9th March 2018. Mr McGill spoke to the parents that day and it was positive.
 - Monday of Easter Holidays 26th March 2018 Staff had one-on-one meeting with Incoming Parents and Student. 70% attended and follow up is happening.
- Transition Year

- Interview completed and places have offered
- Leaving Certificate Applied
 - Interviews completed and places have been offered
- Transfers to Tyndall College 2018
 - Applications currently being processed and will be brought to the Board

Proposed By Mr. Keith Shirley
Seconded By Ms. Andrea Dalton

- Extra Curricular Sports
 - U16 Boys Basketball beaten in final congratulate Ms. A Carter and her backroom team Ms. B McAssey and Ms. F Reilly.
 - Our TY students placed in County Enterprise Awards
- Post of Responsibility Review
 - This process has begun all staff meeting – Thursday 22nd March 2018
 - Friday 20th April 2018 POR Review Team meeting
 - October/November 2018 before ready for interviews to take place
- Enrolments
 - 100 First Years as per the Admission policy capped
 - 50-60 Transfers to other years coming from wide span
 - ASD 5 enrolments sanctioned by Department of Ed 1.5 WTE and 2 SNAs
 - MGLD 1 enrolment sanctioned by Departments of Ed 1.5 WTE and .5 SNA's
 - Staffing
- Staffing increase in light of increased enrolments and ASD and MGLD
- Review Process with Newly Inducted Staff and more established staff now beginning
- Ms. M Bolger taking lead in ASD and MGLD need room with access etc

6. Child Protection

- Chair Read out the Check List from the Child Protection Safe Guarding Statement & Risk Assessment
- Policy is located on display at the front door of the school
- Department to issue new document for BOM's on reporting on Child Protection
- Highlight next correspondence to parents about Child Protection statement
- Check schools website that Child Protection put up
- Student council next meeting Child Protection
- Signed by the Chairperson – Mr. S Donoghoe
- Signed by Secretary – Mr. G McGill

7. Anti-Bullying

- Nothing to report under Anti Bullying Guidelines

8. Disciplinary Issues

- The new system is working – use of the report cards and 5 stages
- Conversations with Year Heads around reviewing the new structures in place – Report Cards

9. Policies

Critical Incident Policy

Critiqued by Mr David Carroll NEPS Psychologist

Mr. McGill thanked Deputy Principal Ms E Morrissey for leading the work on these policies

Critical Incident Policy

Proposed by Ms. Andrea Dalton

Seconded by Ms. Audrey Howard-Bowles

Pastoral Care Policy

Proposed by Mr. Denis Foley

Seconded by Mr. Keith Shirley

Attendance Strategy

- DEIS Action Plan and Attendance Policy used as the bases of the Túsla Attendance Strategy

Proposed by Ms. Andrea Dalton

Seconded by Ms. Audrey Howard-Bowles

10. Irish Subject Inspection

- The report from the Irish inspection was addressed to Mr. Keith Shirley who had been Interim Chair at the time of the inspection – names and address of school incorrect
- Board 3 options to respond
 1. Accept it no response
 2. Accept it make formal response
 3. Dose Not Accept it and requests review
- Mr McGill made factual clarification over class periods in TY to the inspector
- Meeting with Irish Department – accept areas to look at improving – they drafted a response read to the Board

“The Irish Department welcomes the findings of the report of the inspection in our subject on 15/11/17. We endeavor to implement all recommendations made. We do ensure that numeracy and

literacy skills are developed in our lessons, where a sraith pictiúr and class survey (12 questions) were used in two lessons inspected. (Point 9, “Detailed Findings and Recommendations”) Availability and use of ICT is restricted in our current school and this will improve with the move to our new state of the art premises.

We welcome any further inspection in our subject in Tyndall College in the future.”

Factual verification to be included

- 10 school days to respond to Department
- BOM has agreed to accept the response of the Irish Department

11. Parents Association

No Report as Parents rep sent apologise

12. Agreed BOM Report to Staff and Parents

- Ongoing work on School Plan
- From Previous Experience from MLL Inspections
- A, Correspondence from school is correspondence from the Board
- B. Report to Staff and Parents from the Board
- General school matters not finance or items of confidential nature omitted
- GDPR need to be cognisant of this
- Minutes of last BOM meeting to be circulate to staff going forward from all BOM certain matters of sensitive area personal related matter to be omitted

Next meeting of Tyndall College BOM 5th Final Meeting of the Current Academic Year

Thursday 24th May 2018 time to be confirmed

SIGNED: _____

DATE: _____

CHAIRPERSON

SIGNED: _____

DATE: _____

SECRETARY



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