

**Agreed Report of a Meeting of the Board of Management
Tuesday 17th April 2018**

Attendance: Dr. Eilis Humphreys, Mr. Austin Lennon, Ms Sharon Foley, Mr. Colm Moore, Ms Therese Ryan, Mr. Jim Wade, Ms Pamela Jordan, Ms Laura Demery, Mr. Robert Dunne.

1. **Opening Prayer**

The meeting opened with a prayer. Dr. Humphreys expressed the sympathies of the Board and the school community to Mr. Jim Wade on the loss of his brother.

2. **Minutes**

Following the correction of a typo (par. 5/6), the Minutes of the meeting of 26th February were proposed by Ms Therese Ryan, seconded by Mr. Austin Lennon and were duly signed.

3. **Matters Arising**

- (Ref: 5/6) – the upgrade of security at points of entry/exit is now taking place.
- (Ref: 8) – the Leadership and Management priorities will be presented to the Board at this meeting.

4. **Correspondence**

A full list of correspondence was presented to the meeting with particular attention drawn to the following:

- JMB 35 – Expression of Interest for involvement in the NCCA Senior Cycle Review. Our application has been accepted. Ms Sharon Foley agreed to be the parent nominee on our school group.
- The Loreto Education Trust forwarded a check list to ensure that the Board is fully compliant with our insurance responsibilities when renting school facilities to outside groups. The Principal proposed reviewing our policy at a future meeting.
- Sr. Ann O'Donoghue IBVM, Company Secretary of the Loreto Education Trust, informed the Board that our Enrolment/Admissions Policy for 2018/2019 was ratified by the Loreto Education Trust.

5. **Leadership and Management**

Circular 0003/2018 – "Leadership Management in Post Primary Schools", a link to "Looking at our Schools" with particular reference to the domains on Leadership and Management, the discussion paper pertaining to Loreto Abbey and a list of the Leadership and Management Needs and Priorities drafted following a consultation of the general staff and consideration by a working group were all circulated to the Board before the meeting. The Board considered the draft and list and adopted it. It will now inform the roles and responsibilities assigned to each post holder.

6. **School Self Evaluation**

- A revised Homework Policy was presented to the Board for consideration. The Policy was revised to take into account the new Junior Cycle specifications. The Board ratified the Policy.
- The Student Council Constitution was reviewed and adopted.

7. **Principal's Report**

A detailed Principal's Report on the workings of the school from February 26th to April 16th 2018 was presented to the Board.

9. **Child Safeguarding**

The Board reviewed the Child Protection Oversight Report.

10. **A.O.B.**

There was no Any Other Business.

11. The next meeting will take place on Wednesday May 16th 2018.