



Brannoxtown CNS (BCNS) Board of Management

Agreed Report 24/11/2020

Date	24 th November 2020 (Sixth meeting of the Board)
Time	7:00pm to 8:30pm
Meeting	Virtual Meeting: MS Teams
Attendance	Ms. Deirdre O' Donovan (Chairperson, Patron Nominee); Mr. Robin Ball (Parent Nominee); Ms. Mitzie Day (Parent Nominee); Mr. Mark Egar (Community Representative); Ms. Dawn Heffernan (Teacher Nominee) and Dr. Sarah FitzPatrick (Principal and Secretary).
Apologies	Mr. Conor O' Toole (Patron Nominee); Cllr. Tracey O' Dwyer (Community Representative).
Guests	Ms. Anne Marie Roche, Special Education Teacher (SET) & SET Coordinator

1. Chairperson's Welcome and Agenda <i>Agreed</i>	The Chairperson welcomed members and the agenda was agreed. The Chairperson commended staff on a very successful virtual Open Day (18/11/20) noting that it showed the school in a very positive light.
2. Minutes <i>Agreed</i>	The minutes of the October 13 th meeting were formally approved.
3. Correspondence <i>Noted</i>	Correspondence was received from/sent to the National Council for Special Education (NCSE), Pat Devenney, Educational Psychologist, Stephanie Fitzpatrick, DES Schools Inspector and the HSE School Dental Programme.
4. Principal's Report 3.1 Enrolment <i>Noted</i>	Current enrolment for 2020/2021 on November 26 th is 32. Recent and planned enrolment includes: <ul style="list-style-type: none"> • 16/10: Two students in Senior Infants and Third Class. • 02/11: One student in Fifth Class. • 23/11: Two students in Senior Infants and Fourth Class.
3.2 Child Protection <i>Noted</i>	There have been no reports to HSE/Gardaí since the last Board Meeting or since the school opened.
3.3 Anti-Bullying <i>Noted</i>	There have been no incidents of Bullying since the last Board Meeting or since the school opened.
3.4 Staffing <i>Noted</i>	There's no change to staffing since the June Meeting: principal, one class teacher, one Special Education Teacher (SET) and one part-time SET. The school staff also includes a Secretary and Janitor (both part-time).
3.5 Curriculum initiatives <i>Noted</i>	An update was provided on the following curriculum initiatives: Writing Workshop; Words Their Way; Weaving Wellbeing and The Blue Star Programme.
3.6 Parental Involvement <i>Agreed</i>	Discussion of this item was deferred to agenda item 5, <i>School Policies</i> .
3.7 Community Involvement <i>Noted</i>	The principal noted the school's sincere appreciation for the pledge of support in three areas by the Brannockstown Tidy Towns Committee: <ul style="list-style-type: none"> • labour to paint the school • plants for window boxes

	<ul style="list-style-type: none"> • donation of €200 toward the planned wormery.
3.8 Building Works, Repairs and Equipment <i>Noted</i>	<p>The principal noted that an Emergency Works Grant for €60,276 (incl. VAT and fees) was secured to replace the floor in the 1885 building and to correct the drainage issue. We are currently awaiting the timeline for works which include 14 key actions, beginning with completion of a CCTV survey of the existing rear surface water drainage network.</p>
3.9 Health and Safety <i>Noted</i>	<p>Updates were noted for the school's Covid-19 Response Plan, Fire Alarm and protocols for the Fire Drill at Brannoxtown CNS.</p>
4. Future Enrolment <i>Noted</i>	<p>Discussion of this item included suggestions and questions across five areas: Enrolment Open Day zooms; reasons parents choose Brannoxtown CNS; use of social media, advertising and marketing; current enrolment and demographics and KWETB funding and support and transport.</p>
5. School Policies: Overviews for Discussion Parental Involvement <i>Agreed</i>	<p>The board briefly discussed how best to engage parents in the current circumstances when it isn't possible to convene parent meetings. The following suggestions were agreed:</p> <ul style="list-style-type: none"> • to continue to post all policies on our policy webpage: www.brannoxtowncns.ie/school-policies/ • to create a Feedback Form for parents and post it on the policy webpage and • to continue to spotlight specific policies for parents and invite parents to provide feedback.
5a-5c. Policy Overviews <i>Agreed</i>	<p>Overviews of the following policies were presented.</p> <ul style="list-style-type: none"> • Assessment and Reporting Policy • Child Health, Safety and Wellbeing Policy • Anti-Bullying Policy <p>Board members welcomed the planned policies and agreed development should continue as planned. Policies will return to the February meeting for further discussion.</p>
6. AOB <i>Noted</i>	<ul style="list-style-type: none"> • Dates for next Board meetings were confirmed, all Tuesdays, 7-9pm: <ul style="list-style-type: none"> ○ 2nd February, 2021 ○ 11th May, 2021 ○ 23rd March, 2021 ○ 15th June, 2021 • The Chairperson thanked the Principal and Staff for ongoing work on our Covid-19 Response Plan and more recently, the preparation and planning for the school's virtual Open Day. • The meeting adjourned at 8:30pm.