

**Board of Management Agreed Minutes
Stratford National School**

Venue	Online via Zoom		
Date of Meeting	13 th December 2022		
Minutes taken by	Principal		
Apologies (initials)	GO'S		
Present (initials)	DM, SC, BB, EW, EN, AG, YC		
Time Meeting Opened	8pm	Closed	9.40pm

Agenda Item	Decisions/Actions	By
Minutes	Minutes from Emergency Meeting in November reviewed.	SC DM seconded
Matters arising	No matters arising.	
Principal's Report	Read and discussed. See attached.	SC
Treasurer's Report	Budget presented to BOM. Over a third of students have not paid VC. School budget will be in deficit if this continues. Letter requesting engagement with Bursar to be sent in January. Letter to DES to raise concerns about with VC.	YC proposed for adoption. EN seconded
CPOR	Completed in-person at 3pm today In attendance EN, GO'S, EW, BB, SC, AG	SC proposed, BB seconded
Policies	Admissions Policy amended to include specific sentences in line with EPSEN Act. Support required with the following: <ul style="list-style-type: none"> - Intimate Care Policy - Communications Policy - Grievances Procedure 	Ratified by BOM, signed by DC & SC BB, EN
Correspondence	Letters & emails received & discussed. Responses to be issued by SC	SC
Date of Next Meeting	Week of 17 th January (TBC)	

Signed by Chairperson: _____ Date: _____

**Principal's Report
Stratford National School**

Date	13 th December 2022
Ethos & Vision	<p><u>DTT</u> Formal thanks should be sent to the Trustees of 30 years, Alan Green & Carolyn Collins by BOM as they will be retiring from their roles at the end of December. New DTT Council & Trustees will be invited to attend the First Lighting Hanukah assembly at 9.30 on Monday 19th December.</p> <p><u>Jewish Studies</u> Nic Abery, Esther & Claire of PaJeS arrived over on 4th December for a 'Visioning' meeting with relevant Jewish Stakeholders in Stratford College. The outcome of the meeting seemed positive but more work to be done.</p> <p><u>New Accommodation for Early Intervention Class</u> Large form still to be completed, with associated floor plans and site boundary lines requested. Over half of the start-up grants have been received for creation of sensory space off the hall for the use of all children in the school.</p>
Staff Wellbeing & Voice	<p><u>Meetings</u> Code of Behaviour whole-staff meeting went well in November with a focus on children's rights and responsibilities. Healthy discussion regarding the use of the current support room for the incoming Primary Level Autism Class. Support team may be split next year between current staffroom/hall, current principal's office and new temporary accommodation, depending on what we can secure from the DES.</p> <p><u>Staffroom</u> Hopeful new temporary accommodation in place of old prefab can include the early intervention classroom, one large staffroom, one large store-room for resources and principal's office.</p> <p><u>CPD</u> Ms. O'Byrne & Ms. Byrne attended training on Speech & Language (Talk Time) in November & I attended training for children who are minimally verbal in December. Both of these NCSE training sessions were 2-day courses with substitute cover, and will help to inform our SSE & and support our current students and our incoming autistic students.</p>
Parents/Caregivers' Wellbeing & Voice	<p><u>PA</u> There has been no PA meeting since their initial AGM in September. There needs to be more engagement with the BOM, the Student Council & the staff, but I am conscious that everyone seems to be very busy this year. I would welcome an informal drop in coffee session once per month run by the PA that I could attend so as to be available for any parents concerns or issues that they'd like to raise in an informal capacity.</p> <p><u>Cost of Living Crisis</u> Concerns that there are issues with affording the very necessary voluntary contribution.</p>

<p>Student Wellbeing & Student Voice</p>	<p><u>Student Council</u> We have had to postpone the Student Disco until January 12th due to adverse weather conditions this week. We have been doing lots of work on Human Rights in classrooms coming up to World Human Rights Day (Dec 10th) and the suggestion boxes in classrooms are full of ideas from children about how to make the school a better place. I would like to invite members of the Student Council to our next BOM meeting if that would be agreeable to all.</p> <p><u>Green Team</u> Picker-pals introduced at today's assembly by 1st & 2nd Class. Very eager to help the environment. We are a Global Citizenship School thanks to Ms. O'Byrne & Ms. McCollum's ongoing work and CPD for same.</p> <p><u>After-School Activities</u> Have worked well for Term 1 with volunteer parents supporting in each room. I have had to be called on/fill in just twice for Chess instructor so far.</p> <p><u>Sensory Room</u> A new sensory room is due to be installed in March 2023 in the former 'Sports Cage/Jewish Studies Cage' just off the hall/lunchroom. The total cost will come to over 10k euros (but we are receiving a sensory room grant in the new year for 7k & the furniture and set up grants for the new autism classes will help to off-set the cost).</p>
<p>Health & Safety</p>	<p><u>Security</u> New security doors installed. Some teething issues with keypad needing replacement. Safety 'dots' on the floor-to-ceiling glass will be replaced with floor to knee-high illustrations and a sign at eye-level welcoming all to Stratford NS.</p>
<p>Enrolment 22/23</p>	<p>Junior Infants: 14 Senior Infants: 11 <u>Class Total: 25</u></p> <p>First Class: 13 Second Class: 13 <u>Class Total: 26</u></p> <p>Third Class: 12 Fourth Class: 13 <u>Class Total: 25</u></p> <p>Fifth Class: 9 Sixth Class: 13 <u>Class Total: 22</u></p> <p>Admissions window for mainstream classes is closed and we are about to start 3rd round offers to Junior Infant Students.</p> <p><u>Early Intervention & Primary Level Autism Classes</u></p>

	Admissions window for autism classes opened on Dec 1 st & will close on Dec 21 st . I plan on phoning parents to let them know if their child has a place or not on 22 nd Dec.
School Self Evaluation	Targets for 2023-26 to be formally set in Term 2, but likely to be based on Oral Language/Communication development. A recent publication from DES stated that the New Primary Maths Curriculum would be rolled out from Sept 2023 rather than the initially intended 2026, so I am holding off on creating targets for Oral Language (staff choice) until I hear more.
Child Protection	CPOR – Report completed at in-person meeting this afternoon.
Anti-Bullying	There have been two cases of bullying brought to my attention. Communication ongoing with children and parents.
Covid-19	No new guidelines.
Circulars	All circulars from the department are available on www.education.ie