



## Board of Management Lucan Community College

### Minutes: Monday 14<sup>th</sup> October 2024

**Date:** Monday 14<sup>th</sup> October 2024  
**Venue:** Lucan Community College.  
**Present:** Mr. Guss O'Connell (Chairperson), Ms. Aoife McKelvey, Ms. Carmel Murray, Mr. John McGivney, Mr. Fintan Hanley, Rev. Scott Peoples, Mr. Colum O'Gorman, Mr. McGowan (DP) & Ms. Diane Birnie (Principal)  
**Apologies:** Ms. Liona O'Toole & Ms. Rose Dolan

ITEM	DETAILS	ACTION/DECISION
Welcome	The Chairperson welcomed everyone to the meeting. The Chairperson thanked the outgoing Parents' Association members and commended them for their fervent commitment to the school throughout their time on the Board.	Noted.
Minutes of previous meeting	Minutes of BOM meeting held on Wednesday 19 <sup>th</sup> June 2024 were circulated before the meeting.	Approved and signed by the Chairperson.
Matters Arising from Minutes	No matters arising from the minutes.	Noted.
Correspondence	<ul style="list-style-type: none"> <li>• Ref S29ENRL-2024597 Late appeal request</li> <li>• Request for BOMR1 review for refusal to enrol in 1<sup>st</sup> year received. Letter sent for case R01-09-2024 as outside the 21-day period permitted after consultation with Chairperson of board.</li> <li>• Email re 3<sup>rd</sup> year student who has enrolled in Carline educational services. Permission requested to retain this student's place so they can return in 5<sup>th</sup> year</li> <li>• Letter applying for place in 5<sup>th</sup> year – phoned and advised to apply on line</li> <li>• Letter requesting clarification of new Admission policy Letter written in response after clarifying with the board by email</li> <li>• Letter asking for applicant to be granted a place in 1<sup>st</sup> year. Letter written responding that admission policy will be followed</li> <li>• Copy of email sent in response to queries about the RSE element of the SPHE programme after a video circulated online about a training programme</li> <li>• BOMR1 reviews for refusal to enrol: <ul style="list-style-type: none"> <li>○ R01-14102024: Request for board to review the decision to refuse to enroll.</li> <li>○ R02-14102024: Request for board to review the decision</li> </ul> </li> <li>• Summary of communications from Department of Education</li> </ul>	<p>Noted. Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p>

Child Protection Oversight Report	See CPOR template provided separately. The board exercised oversight of the following cases: Cases DB04102024/A and DB04102024/B were presented, the board approved the decision of the DLP not to report the concerns to Tusla. Redacted documents are filed with each individual case.	Noted and signed by the Principal & Chairperson.
Report on implementation of school Anti-Bullying Procedures	While a number of incidents of bullying behaviour have occurred this term, none have been referred to the Principal for referral to the board as yet. Thanks to the ongoing hard work of tutors, year heads, guidance team, anti-bullying team and Deputy Principals who manage these incidents. Bí Cineálta review will begin shortly.	Noted
Policy and practice review	<ol style="list-style-type: none"> <li>a. Start-up policies and procedures (calendar, student journals, staff handbook, delegation of suspension to Principal, Confirmation of DLP and DDLP)</li> <li>b. The board delegates the suspension of students to the principal or their representative for up to 3 days and for up to 5 days subject to consultation with the board chairperson.</li> <li>c. The board appoints the principal as Designated Liaison Office and Deputy Principal as Deputy Designated Liaison Office.</li> <li>d. The board reviewed and ratified the Child Protection Policy and checklist for review (to bring into line with DDLETB preferred dates)</li> </ol>	All policies were noted, approved and signed.
Principal & Deputy Principals' Report	<p><b>Principal &amp; Deputy Principal's report</b></p> <ul style="list-style-type: none"> <li>• Year Group Updates</li> <li>• Extra-curricular and Supervised Study Updates</li> <li>• Attendance Officer/Home School Liaison</li> <li>• Building Update</li> <li>• State Exams Coordinator</li> <li>• SSE and Risk Assessment</li> <li>• Digital Update</li> <li>• Staff Updates</li> <li>• Junior Cycle results</li> <li>• Leaving Cert Results</li> <li>• Posts of responsibility</li> <li>• Adult Education</li> <li>• Pastoral Care Coordinator</li> <li>• Oide Training &amp; CBA coordination</li> <li>• Staff Induction</li> <li>• Droichead</li> <li>• Uniform</li> <li>• Student Voice</li> <li>• Wellbeing</li> <li>• Inclusion Mapping</li> <li>• Book Grant</li> <li>• Open Day &amp; Admissions</li> </ul>	The board noted and complimented the extensive reports.
Financial report	<ul style="list-style-type: none"> <li>• Outline of current budget report presented to board</li> <li>• Request for refund of staff CPD funds</li> </ul>	Noted and approved

	<ul style="list-style-type: none"> <li>• Approval from board to proceed with distributing 1% of main scheme budget to students who attended residential Gaeltacht courses</li> <li>• PA accounts for oversight</li> </ul>	
Parents Association	The Board was updated on all PA Committee events and committee personnel changes.	Noted & Commended
Student Council report	A new election process for Student Council was introduced this term. Representatives went forward from each class for election.	Noted
AOB	N/A	Next meeting TBC

Signed:  (Chairperson)

Date: 27/11/2021