

Membership of Board of Management

15 October 2013 to 14 October 2016

Trustee nominees

Sr. Helen O' Riordan, I.B.V.M. (chairperson)

Mr. Patrick Quigley

Mr. Brian Mac Gonagle

Ms. Heike Huelswitt

Parent nominees

Ms. Barbara Foley

Mr. Patrick Clancy

Teacher nominees

Ms. Lisa Shannon

Mr. Joe Cummins

The Secretary to the Board is Mr. Billy O' Shea who attends meetings in a non-voting capacity.

Agreed Report of Board of Management meeting

Wednesday, 27 May 2015

Attendance

Mr. Cummins, Ms. Foley, Sr. Helen, Mr. MacGonagle, Ms. Huelswitt, Ms. Shannon and Mr. Quigley.

Apologies were received from Mr. Clancy.

As Secretary to the Board, Mr. O' Shea also attended.

Minutes

The minutes of the last meeting (23 April 2015) were adopted following the proposal of Ms. Foley, seconded by Mr. Cummins.

Capital Development

The Board was informed of a meeting attended by Sr. Helen and Mr. O' Shea with DES and NDFA officials in Dublin on Thursday, 21 May 2015. Key points emerging from the meeting were:

- The tendering competition for the new school is underway and is due to close in mid-June 2015
- The successful bidder will be known in mid-August 2015
- Preparatory work on the site will commence in September 2015
- The construction of the new school will begin in February 2016
- Completion date will be summer 2017
- The new school will be fully operational for the start of the 2017/2018 school year in September 2017
- The Board will be responsible for the financing, running and maintenance of the Astroturf hockey pitch

Report from Finance Sub-Committee

Mr. O' Shea and Mr. MacGonagle, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2014 to 26 May 2015.

School Planning, 2014/2015

The Board formally reviewed the school's Anti-Bullying Policy and made certain adjustments to take immediate effect.

It was decided to defer a decision on matters relating to the 1st year timetable until the outcome in the Autumn of national discussions regarding the new Junior Certificate.

Mr. O' Shea informed the Board that surveys of parents and students were being prepared by the Planning Group for distribution in September 2015.

In-School Management Review

The Board considered the first draft of the report prepared by Michael Denny and agreed on certain amendments. Once amended to reflect these changes, the Board agreed to issue the revised draft to all staff, to discuss same at the August staff meeting, to appoint a sub-committee of 3 post-holders and 3 non post-holders to work with Mr. O' Shea to bring recommendations to the next meeting of the Board.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- Recent Graduation Ceremonies for 4th and 6th year students and their parents
- Annual Prizegiving
- The appointment of Laura Bruen and Lauren Swan as Head and Deputy Head Girls for 2015/2016 – ratified by the Board
- The preparation of summer reports for 1st, 2nd and 5th year students
- Summer opening arrangements

- Forthcoming State examinations

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Tuesday, 22 September 2015 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Wednesday, 03 June 2015

Agreed Report of Board of Management meeting **Thursday, 23 April 2015**

Attendance

Mr. Cummins, Ms. Foley, Ms. Huelswitt, Mr. Clancy, Ms. Shannon and Mr. Quigley.

Apologies were received from Sr. Helen and Mr. Mac Gonagle.

Mr. Cummins was appointed to chair the meeting.

As Secretary to the Board, Mr. O' Shea also attended.

Minutes

The minutes of the last meeting (26 February 2015) were adopted following the proposal of Ms. Foley, seconded by Mr. Quigley.

Capital Development

The Board was informed that the DES had recently informed Mr. O' Shea that tenders had been sought for the building of the new school. It is now expected that work on the building of the new road to the site will commence in late summer 2015 with the construction of the school due to begin in January/February 2016. The opening of the new school is scheduled for summer 2017.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2014 to 21 April 2015.

The Board was informed that new receipting practices were now in place following the purchase of two cash registers.

Members discussed the Voluntary Contribution Scheme at some length, particularly the effects of foreign trips on income gained from the scheme in the current school year.

School Planning, 2014/2015

Draft documents on the Anti-Bullying Policy and on the 1st year timetable were circulated to members for further discussion at the next meeting.

Mr. Cummins updated the Board on the school's Literacy and Numeracy Policy.

In-School Management Review

The Board approved a full review of the in-school management structure in the school in accordance with good practice and an MLL recommendation. Mr. Michael Denny was appointed to the role of external facilitator for this process that will take place in May 2015.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- Forthcoming graduation events for 4th and 6th year students
- The visit of Bishop Brennan on 14 May 2015 to speak to 6th year students, along with Sr. Helen and available Board members
- The preparation of booklists for the coming year
- The draft calendar for 2015/2016 – approved by the Board
- The payment of a deposit by 38 students in 1st and 2nd years in respect of a proposed ski trip at Easter 2016 – the Board formally gave its approval for this trip to proceed
- The selection interviews for Meitheal leaders in 2015/2016

Any other business

Ms. Foley discussed the desirability of students' having good typing skills by way of preparation for college life in particular.

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Wednesday, 27 May 2015 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Monday, 27 April 2015

Agreed Report of Board of Management meeting

Thursday, 26 February 2015

Attendance

Mr. Cummins, Ms. Foley, Ms. Huelswitt, Mr. Quigley, Sr. Helen and Mr. Mac Gonagle.

Apologies were received from Mr. Clancy and Ms. Shannon.

As Secretary to the Board, Mr. O' Shea also attended.

Minutes

The minutes of the last meeting (12 January 2015) were adopted following the proposal of Mr. Cummins, seconded by Ms. Foley.

Capital Development

The Board was informed that the DES had advised Mr. O' Shea on 12 February 2015 that all was progressing to plan in relation to school bundle 5 and that building of the new school was expected to commence in summer 2015.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2014 to 24 February 2015.

The Board discussed best practice for the receipting of all monies and asked that the Finance Sub-Committee would review this matter further.

School Planning, 2014/2015

The Board approved a policy document in relation to the role and responsibilities of school prefects with effect from 1 September 2015.

Mr. O' Shea advised the Board that the School Planning Group was currently working on a review of the 1st year timetable before proceeding with a further exercise in school self-evaluation.

The Board considered recent developments at national level relating to school admission policies and agreed to keep its own policy in this area under close review.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- The success of the recent German exchange
- The forthcoming 4th year tour to Barcelona (14 – 17 March)
- The forthcoming French exchange (21-28 March)
- Mock interviews for 4th year students on 19 March, organised by the school with great help from the Parents' Council
- The meeting for incoming 1st year students and their parents (September 2015) on 24 March
- The content of the school website
- The successful completion of a FETAC level 5 course in Occupational First Aid by a further three members of staff – Ms. Marianne Siggins, Mr. Paudge Brennan and Mr. Graham Grant

Any other business

The Board noted the tremendous success of past-pupil, Katie Fitzhenry, in being selected for the Irish womens' rugby team.

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Thursday, 23 April 2015 at 4.30 p.m. in the school.

Billy O' Shea,

Secretary to Board of Management.

Tuesday, 03 March 2015

Agreed Report of Board of Management meeting

Monday, 12 January 2015

Attendance

Mr. Cummins, Mr. Clancy, Ms. Shannon, Ms. Foley, Mr. Quigley Sr. Helen and Mr. Mac Gonagle.

Apologies were received from Ms. Huelswitt.

As Secretary to the Board, Mr. O' Shea also attended.

Minutes

The minutes of the last meeting (9 December 2014) were adopted following the proposal of Mr. Cummins, seconded by Mr. MacGonagle.

Capital Development

The Board was informed that all was progressing to plan in relation to school bundle 5 and that building of the new school was expected to commence in summer 2015.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2014 to 6 January 2015.

School Planning, 2014/2015

The Board approved policy documents in relation to mobile phones and the implementation of recommendations/suggestions in the MLL report.

Mr. O' Shea advised the Board that the Planning Group was currently working on a review of the prefect system and that the 1st year curriculum would be examined again shortly.

Past-Pupils Union

The Board discussed the possibility of establishing a past-pupils union. It was agreed to sound out the views of certain staff members who are past-pupils on how best to proceed with this matter.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- The updating of the school's Health and Safety Statement and the ongoing work of Derek Madden in this regard
- The attendance of 3 teachers at an Occupational First Aid course this month
- Forthcoming subject choice talks for students and parents
- The school exchange to Germany from 5 to 12 February 2015 involving 52 students and 4 teachers – formally approved and welcomed by the Board
- Forthcoming parent-teacher meetings
- The Leinster senior football final on 29 January 2015 – best wishes extended by the Board

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for either Tuesday, 24 February 2015 or Thursday, 26 February 2015 (exact date to be advised later) at 4.30 p.m. in the school.

Signed: _____ (Sr. Helen O' Riordan, Chairperson)

Date: _____

Agreed Report of Board of Management meeting

Tuesday, 9 December 2014

Attendance

Mr. Cummins, Ms. Huelswitt, Mr. Quigley, Ms. Shannon, Mr. Mac Gonagle, Mr. Clancy, Ms. Foley and Sr. Helen.

As Secretary to the Board, Mr. O' Shea also attended.

Minutes

The minutes of the last meeting (5 November 2014) were adopted following the proposal of Mr. Cummins, seconded by Ms. Foley.

1st year places, September 2015

The Board considered matters relating to the admission of students into 1st year, September 2015.

Report from Finance Sub-Committee

The Board formally adopted and signed the draft audited accounts for 2013/2014.

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Monday, 12 January 2014 at 4.30 p.m. in the school.

Signed: _____ (Sr. Helen O' Riordan, Chairperson)

Date: _____

Agreed Report of Board of Management meeting

Wednesday, 5 November 2014

Attendance

Mr. Cummins, Mr. Clancy, Ms. Foley and Sr. Helen.

Apologies were received from Ms. Huelswitt, Ms. Shannon and Mr. Mac Gonagle.

As Secretary to the Board, Mr. O' Shea also attended.

Minutes

The minutes of the last meeting (16 October 2014) were adopted following the proposal of Mr. Cummins, seconded by Ms. Foley.

1st year places, September 2015

The Board was informed that 247 applications had been received.

The Board decided to allocate the 120 places for 1st year, September 2015 in strict accordance with its Admission Policy.

Capital Development

The Board was informed that work was continuing on the procurement process for the new school building.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2014 to 4 November 2014 and with a statement on all bank accounts.

School Planning, 2014/2015

The Board formally approved the school's new healthy eating and exercise policy.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- The contents of the Report to parents/guardians from the Board of Management (BOM) on the operation and performance of Loreto Secondary School, Wexford from 1 September 2013 to 31 August 2014.
- The findings of the DES Inspector following an incidental inspection in the school on 4 November 2014
- The successful completion of a fire drill in the school on 5 November 2015

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Tuesday, 9 December 2014 at 4.30 p.m. in the school.

Signed: _____ (Sr. Helen O' Riordan, Chairperson)

Date: _____

Report to parents/guardians from the Board of Management (BOM) on the operation and performance of Loreto Secondary School, Wexford from 1 September 2013 to 31 August 2014.

Introduction

This report has been prepared to comply with section 20 of the Education Act, 1998. It covers the period from 1 September 2012 to 31 August 2013. It was approved at a Board of Management meeting on 5 November 2014.

The next report will issue in autumn 2015.

Total enrolment

723 students were enrolled in the school in 2013/2014.

Spiritual development

A variety of services and liturgies took place during the year, as follows:

- Start-of-Year Mass, Graduation Mass for 6th year students, Graduation Prayer Service for 4th year students, Masses for Advent, November Remembrance Mass, Christmas Carol Service, weekly lunchtime mass for Lent, a retreat in Ballyvaloo for all 1st year classes and an overnight retreat in Glendalough for 6th year students.

The school's Religious Education department was greatly assisted by our chaplain, Fr. Jim Fegan (Adm., Wexford Parish) throughout the year.

Charity and Social Awareness

Students and staff raised €16,158 for the following charities:

St. Vincent de Paul, The Hospice Movement, Loreto Secondary School, Rumbek, Southern Sudan, GOAL, Irish Red Cross, Donal Walsh Live Life Foundation, UNICEF, Trocaire and the "Walk in my Shoes" mental health awareness programme.

Academic

Excellent results were achieved by the 117 students taking the Leaving Certificate. Very impressive results were also achieved by the school's 120 Junior Certificate students in 2014.

A detailed subject-by-subject analysis completed by Mr. O' Shea (Principal) reveals that the levels of attainment by Loreto, Wexford students in state examinations in 2014 were, once again, considerably above the national average. This analysis is shared with the school's subject departments, BOM and Parents' Council.

The school rejoices in the academic success of all students. The BOM congratulates all students and their teachers on the continued excellence of results in the school.

Supervised Study was organized throughout the year and was availed of by an average of 120 students each evening.

There were no inspections undertaken in the school by the Department of Education and Skills (DES) in 2013/2014. However, the full report of the Whole-School Evaluation – Management, Leadership and Learning that was conducted in May 2013 was published in October 2013. This report may be found on the DES website, www.education.ie, and in summary form in the school plan on www.loreto-wexford.com. The report was warmly welcomed by the school as it both affirms so much good practice and lays the foundation for ongoing self-evaluation and improvement.

An exchange programme with the staff and students of St. Ursula's Secondary School in Villingen, Germany took place for the fifth year running in 2014. 12 Loreto students and 2 teachers spent a week in Villingen in February with the return leg in Wexford in September. A particularly welcome feature of the exchange in 2013/2014 is that we are joined by students and staff from Wexford CBS.

2013/2014 saw the commencement of a French exchange programme. In the first such exchange, 30 students and staff from a co-educational school in Rennes-Pacé, Brittany visited Loreto from 23 to 27 March. Our group of 18 students from 2nd year and two staff made the return visit from 9 to 14 May. The feedback from both trips was most positive.

The BOM is particularly keen to thank the teachers in both departments for their considerable work and enthusiasm in preparing for these exchanges. A special word of thanks is due to teachers who travel away with students.

Staffing

The school's total teacher allocation from the DES for 2013/2014 was 43.46.

Of this total, 1.86 was set aside for students with special educational needs under the overall co-ordination of the school's Learning Support teachers, Ms. Wilson and Ms. M. Jordan.

The school was granted 3.5 full-time Special Needs Assistant positions for 2013/2014.

Three new teachers were appointed to the school in summer 2014 – Ms. Beattie, Ms. Busher and Ms. Doyle.

With a combined total of 73 years service to Loreto, Ms. O' Keeffe and Ms. Roche retired from their teaching positions on 31 August 2014. Both are thanked by the BOM for making such a fine contribution to the school over such a long period of time.

The school appointed a new Assistant Secretary, Ms. Ann McClannon, in May 2013.

Information Technology (I.T.)

The Anseo system continued to monitor the daily attendance and punctuality of all students. Daily text alerts were sent by Sr. Carmel (Deputy Principal) to the parents of students who did not register their attendance in school. Additionally, text alerts were sent to notify parents of certain school events e.g. dates of parent meetings.

All Transition Year students studied for the Microsoft Office Specialist (MOS) information technology qualification.

Lunchtime access to I.T. for students continued to be facilitated.

Capital Development

It is a pleasure and an immense relief to report that planning permission for our new school at Pembroke Hill was granted by Wexford County Council in summer 2014. This means that we are now firmly on course to see construction begin in summer 2015 and to move into our new building in December 2016.

The new school will be built for a student population of 900. Our current enrolment is 720. The 10 acre site will include a hockey pitch, GAA pitch, hard court areas, parking and turning areas. The school itself will be housed in a part 2 storey, part 3 storey building that will include a full size sports hall. Detailed floor plans are on display in the school.

The Board of Management is truly delighted with this latest development which now sets a finishing date for a project that commenced in 1998. The Board is most appreciative of all who have helped along the way.

The internal re-painting of classrooms and offices continued.

Extra-curricular and co-curricular activities

The BOM expresses its gratitude to the teaching staff for organizing the following activities for students in 2013/2014:

debating

hockey

basketball

badminton

tennis

yoga

rounders

athletics

football

camogie

self-defence

tag rugby

educational tour to Barcelona

school musical, "The Pirates of Penzance" – a joint production with St. Peter's College

paired reading

field trips

theatre trips

school choir

supervised internet access

horse riding

Young Entrepreneurs competition

Log-on learning for senior citizens

Justice and Peace Group

Green School Committee – now in pursuit of a 3rd green flag

Transition Year

120 students took Transition Year in 2013/2014.

Student and parental appraisal of the school's Transition Year programme continues to be very positive.

Full details of the Transition Year programme are to be found in the school plan – www.loreto.wexford.com

Child Protection

Notification regarding the Board of Management's annual review of the child protection policy

To: Loreto Parents' Association

The Board of Management of Loreto Secondary School, Wexford wishes to inform you that:

- >The Board of Management's annual review of the school's child protection policy was completed at the Board meeting of 7 November 2013.
- >This review was conducted in accordance with the checklist set out in Appendix 2 of the Department's 'Child Protection Procedures for Primary and Post Primary Schools'
- >The next review will be conducted in October 2014.

Signed: Sr. Helen O' Riordan

Date: 7 November 2013

Chairperson, Board of Management

Signed: Billy O' Shea

Date: 7 November 2013

Principal

The full child protection policy can be viewed in the school plan at www.loretowexford.com. A paper copy is available upon request from the Principal.

The Designated Liaison Person (DLP) was Mr. Billy O' Shea and the Assistant DLP was Sr. Carmel Swords.

Care of Students

All Class Teachers continued to take a keen interest in the pastoral care of their students. In addition, the school's two Guidance Counsellors, Ms. Foley and Ms. Kelly, were available to assist in any possible way.

A dedicated Student Care Co-ordination Team continued to be very active in 2013/2014. Comprising the Principal, Deputy Principal, Chaplain, Counsellors, Learning Support Teachers and Class Teachers where required, this team met every week and ensured that adequate provision was made for all students experiencing particular difficulties in school and in their personal lives.

This team also organized the following events through the year:

- >An information meeting for 1st year parents on internet safety
- >Stress management workshops for students in 3rd and 6th years
- >A "SOAR" workshop for all 4th year students
- >Talks by AWARE for 5th year students

Anti-Bullying Policy

The school's policy in relation to alleged and actual instances of bullying changed in 2013/2014 in line with instructions to all schools from the Department of Education and Skills.

The key points of the new policy are as follows:

- Reports of actual or possible bullying behaviour can be made by any student to any member of staff
- The member of staff will then notify a member of a designated student support team (SST) made up of 7 staff
- An assigned team member will then investigate the report and speak to those involved
- The purpose of such intervention will be to point out the hurt that is being caused in the hope that the relationship between the students involved can be restored to a good standing
- Cases that remain unresolved after 20 school days will be referred to the Deputy Principal for possible disciplinary sanction
- The team meets weekly to monitor all such cases and to develop a whole-school pro-active approach to bullying and friendship issues
- The Board of Management will be kept informed at its regular meetings of general bullying instances

The full policy is contained in the School Plan on www.loretoxford.com

Student Empowerment

Aisling Busher and Anne Gayer were the Head Girl and Deputy Head Girl respectively in 2013/2014. They were assisted by prefects and vice-prefects in each class group.

The Students' Council operated with two students elected from each of the six year groups in the school. They were joined on the council by the Head and Deputy Head Girls. The council's work was outlined on the school website throughout the year.

The school's Justice and Peace Group, under the direction of teachers Mr. Gunning and Ms. O' Donoghue, was active through the year.

12 Meitheal leaders in 5th year were appointed and trained and were tasked with the responsibility to assist the 120 1st year students as they made the transition from primary to secondary school.

Code of Behaviour

Students continued to co-operate in a very positive way with the school's behaviour code as evidenced by favourable comments throughout the year from teachers and visitors to the school.

The Board thanks the students for this excellent behaviour.

Parental Involvement and Contact

The school organized information meetings for parents in 2013/2014 on the following matters:

- New 1st year students, September 2013
- Subject choices for 2nd and 5th years
- Central Applications Office (CAO) • Coping with Leaving Cert.
- Stress management
- Young peoples' use of the internet
- Parent-teacher meetings for every year group
- Transition Year information meeting

All meetings were very well attended by parents. Due to the fact that the school does not have the space to hold large general meetings of parents and students, it continued to be necessary to use a local hotel as a venue for some of these larger meetings and events.

The school website was updated weekly and contained a great deal of information for parents on current news as well as all school policies. For families without internet access, hard copies of all updates and policies continued to be available from reception. Several useful links were added to the website through the year.

The Principal, Deputy Principal and all teachers were available on an appointment basis to meet parents to discuss any concerns about students.

Representatives of the Parents' Council met with Mr. O' Shea, Principal, on a regular basis to liaise on school matters and the Council was also represented on the School Planning Group that met on a frequent basis.

Parents were asked by the school throughout the year to help ensure a high level of attendance at school by their daughters.

Mr. E. O' Sullivan was the teacher representative on the Parents' Council for the year. Mr. O' Shea (Principal) addressed the Parents' Association A.G.M., and attended most council meetings thereafter. Ms. Mary Fox served as chairperson for the year. An account of the council's activities is to be found on the school's website.

School Development Planning

All policies that make up the school plan are available on the school's website: www.loretowexford.com.

The following have been the main developments in school planning throughout 2013/2014:

- The ongoing review of subject development plans in all departments.
- The leadership offered by the school's Education Officer, Ms. L. Kelly.
- The ongoing work of the School Planning Group, representative of staff, students and parents, to prepare draft policies for consideration by all educational partners in the school. This group met every Friday throughout the school year.
- The formal review of the following policies/area of activity:

2013/2014

1. School self-evaluation and improvement plan - implementation
2. Literacy and numeracy - implementation
3. In-school management
4. Admission Policy
5. Anti-bullying Policy
6. Curriculum – Junior Certificate reform
7. Consideration of WSE-MLL Report
8. Whole School Guidance
9. Relationships and Sexuality Education – School Policy
10. Assessment Policy

Professional Development of Staff

Teachers attended DES and other in-service in a range of subject areas, particularly Project Maths and S.P.H.E.

The teaching staff also engaged in detailed subject planning development.

Full-day inservice was provided for all staff in March 2013 on the new Junior Certificate and on protecting oneself in these challenging times.

The Education Officer briefed staff throughout the year on all major educational changes and initiatives.

Board of Management

The BOM held eight formal meetings in 2013/2014. At the end of each meeting an agreed report was approved by members for posting by Mr. O' Shea on the school website.

Financial Accountability

The Independent Auditors' Report to the trustees for the year ended 31 August 2014 concludes as follows:

" In our opinion the financial statements give a true and fair view of the state of the school's affairs as at the 31 August 2014 and of its results and cash flows for the year then ended and have been properly prepared in accordance with the Education Act, 1998.

We have obtained all the information and explanations we consider necessary for the purposes of our audit. In our opinion, the school has kept proper books of account. In our opinion, the school has kept proper books of account. The financial statements are in agreement with the books of account.

In our opinion, the Board of Management's Report is consistent with the financial statements."

O' Brien Harnett & Associates,

Chartered Accountants and Registered Auditors,

97 Haddington Road, Dublin 4.

The Board is very grateful to families who supported the Voluntary Contribution Scheme that yielded €41,158 in 2013/2014.

An Administration Charge of €60 per student was introduced in 2012/2013. This covered the cost of all photocopying, consumable materials, printing, postage, student diary, locker and 24 hour personal accident insurance. It yielded an income in 2013/2014 of €43,565.

With the inclusion of depreciation provision, there was a deficit on the Income and Expenditure Account of €40,838 compared to a deficit in 2012/2013 of €25,312.

Community Links

The BOM is particularly appreciative of the assistance provided by the local Wexford community in providing work experience placements for 120 Transition Year and LCVP students in 2013/2014 and for its generous sponsorship of Transition Year mini-companies.

In addition, the school appreciates the generosity of local clubs and organizations in sharing their facilities with our staff and students.

Billy O' Shea,

Secretary to Board of Management.

5 November 2014.

Agreed Report of Board of Management meeting

Thursday, 16 October 2014

Attendance

Mr. Cummins, Mr. Clancy, Ms. Shannon, Ms. Foley, Sr. Helen and Mr. Mac Gonagle.

Apologies were received from Ms. Huelswitt and Mr. Quigley.

As Secretary to the Board, Mr. O' Shea also attended.

Minutes

The minutes of the last meeting (9 September 2014) were adopted following the proposal of Mr. Cummins, seconded by Ms. Foley.

Capital Development

The Board was informed that a Fire Safety Certificate for the new building had recently been applied for and that work was continuing on the procurement process.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2014 to 14 October 2014.

The Board formally approved the 2014/2015 budget for the school.

It was reported that the annual audit had taken place and that the auditor's report was awaited.

School Planning, 2014/2015

The Board was updated on recent staff inservice and on the ongoing work on the school's healthy eating and exercise policy.

The Child Protection Policy was formally reviewed and approved by the meeting.

The Board approved policy documents in relation to Data Protection and noted its corporate responsibilities as a data controller. Mr. O' Shea was authorised to proceed with the gradual implementation of actions required in the documents.

Student and Parents

Mr. O' Shea and Ms. Foley respectively reported on the ongoing work of the Students' and Parents' Councils.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- The launch of the new Loreto website and App
- Ongoing meetings that he was conducting with all subject departments relating to teaching, learning and state examination results review
- 1st year retreats in Ballyvaloo
- Study Skills talks for parents and students
- 6th Stress Management Day on 17 October

- The success of the Careers Night on 9 October

Any other business

It was agreed to consider the issue of a Past-Pupils Union at the next meeting.

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Wednesday, 5 November 2014 at 4.30 p.m. in the school.

Signed: _____ (Sr. Helen O' Riordan, Chairperson)

Date: _____

Agreed Report of Board of Management meeting

Tuesday, 9 September 2014

Attendance

Mr. Cummins, Ms. Huelswitt, Mr. Clancy, Ms. Shannon, Mr. Quigley and Ms. Foley.

Apologies were received from Sr. Helen and Mr. Mac Gonagle.

In the absence of Sr. Helen, the meeting appointed Ms. Shannon as chairperson.

As Secretary to the Board, Mr. O' Shea also attended.

Minutes

The minutes of the last meeting (28 May 2014) were adopted following the proposal of Mr. Quigley, seconded by Ms. Foley.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2013 to 31 August 2014.

It was agreed to consider the proposals for the 2014/2015 budget at the next meeting.

Capital Development

The Board was delighted to be informed that planning permission for the new school had been granted by Wexford County Council.

Detailed drawings of the new school were viewed by the Board. All members expressed their delight at what was now proposed.

The Board thanked all those who had worked on this project over such a long period of time and looked forward to the commencement of construction in summer 2015 and completion of the new school in December 2016.

School Planning, 2014/2015

The Board prioritised the following as areas for policy development and review in 2014/2015:

1. School self-evaluation and improvement plan - implementation
2. WSE-MLL Report - implementation
3. Literacy and numeracy - implementation
4. In-school management
5. Admission Policy
6. Healthy Eating and Exercise
7. Curriculum – Junior Certificate reform

It was noted that the School Planning Group would commence its work later in the week.

Student Information

Mr. O' Shea advised that current student enrolment was 722. He also reminded the Board that the new arrangements for the enrolment of students in 1st year, September 2015 would come into effect from 1 October 2014 and that advertisements to this effect had been placed in local newspapers.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- Very pleasing Leaving Certificate results, the analysis of which had been sent to all Board members for review
- The imminent release of Junior Certificate results on 10 September
- The Parents' Association AGM scheduled for 13 October
- Study skills seminars for 5th year students on 10 September, 2nd years and parents on 7 October
- The ongoing work on a new website
- The forthcoming launch of a new Loreto app

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for Thursday, 16 October 2014 at 4.30 p.m. in the school.

Signed: _____
Chairperson)

(Sr. Helen O' Riordan,

Date: _____