

Agreed Minutes of Board of Management Meeting

Date: 14th May 2025

Attendance:

Niall Flynn, Pauline McBrien, Ursula Donohoe, Mark Hanlon, Vincent Mulvey, Rita Meagher

(CEIST), Sharon Rabbitt,

Jennifer Bratten (apologies) Lorna Smith (apologies) Caroline Monks (apologies)

1. Opening

The meeting opened with a welcome and prayer by the Secretary.

2. Correspondence

All correspondence was read and accepted.

3. Principal's Resignation

The resignation letter from the Principal was formally accepted by CEIST and the Board the previous week. Consequently CEIST are now meeting the Board to prepare for the recruitment of a new Principal.

4. Recruitment of New Principal

Rita Meagher (CEIST) outlined the recruitment process for selecting a new Principal.

Data Processing: It was agreed that CEIST will act on behalf of the Board regarding data processing.

Advertisement: The Principal vacancy will be advertised on publicjobs.ie, the CEIST website and the school website.

Key Dates: Important recruitment dates were discussed.

📅 Interview Dates: Interviews are scheduled to take place between 13th–20th June.

📅 Application Pack: The application pack details were agreed and discussed.

45 out of 300 marks will be allocated for leadership in a faith-based school.

📅 Needs Analysis 2025: Interest was expressed in conducting a needs analysis to assess the school's strengths, future direction, and the qualities/competencies desired in a new Principal.

A survey will be circulated to staff, the student council, and parents.

Selection Committee: Membership of the selection committee was discussed and agreed.

Delegated Responsibility: Authority to manage the appointment process is delegated to the Chairperson and Secretary of the Board.

🎬 No Appointed Principal: Interim arrangements and procedures in the absence of a Principal were discussed.

🎬 Delegation of Process: The selection process is now delegated to the selection committee from this point forward.

🎬 Recruitment Stages: An overview of the recruitment stages was provided.

🎬 Advertisement Wording: The wording of the advertisement was agreed. Included in the pack will be information on Cnoc Mhuire. It will highlight positive developments such as growing student numbers and the upcoming new school building.

Rita Meagher on behalf of CEIST thanked the Board for their attendance.

This concluded the meeting