

Cnoc Mhuire Board of Management Meeting Agreed Report

15/12/2025



Date: 15 December 2025

Venue: Cnoc Mhuire Secondary School

Attendance: Jennifer McCabe (Secretary), Ursula Donohoe, Lorna Shiels, Vincent Mulvey, Kathleen Beatty, Sharon Rabbitt

Apologies: Niall Flynn

Acting Chairperson: Vincent Mulvey

Proposed: Ursula Donohoe **Seconded:** Lorna Shiels

1. Welcome & Prayer

Secretary of the board welcomed all members. The December Ceist reflection was read.

2. Appointments & Acknowledgements

- Aileen Devaney was ratified as Parent Nominee to the Board.

Proposed: Vincent Mulvey **Seconded:** Sharon Rabbitt

- The Board expressed its thanks to Caroline Monks for her work and dedication.
- Kathleen Beatty was welcomed as the second Teacher Nominee.

3. Minutes of Previous Meetings

The minutes of the following meetings were read and approved:

- **Online Meeting – 24 September 2025**

Proposed: Vincent Mulvey **Seconded:** Lorna Shiels

- **Special Meeting – 15 October 2025 (Confirmation to expel)**

Proposed: Vincent Mulvey **Seconded:** Ursula Donohoe

- **Online Meeting – 24 November 2025**
Proposed: Ursula Donohoe **Seconded:** Vincent Mulvey
- **Special Meeting – 9 December 2025**
It was noted that correspondence regarding the appeal decision is expected within 2–3 weeks.

4. Matters Arising

There were no matters arising.

5. Correspondence

- **Personal Days:**
The Board agreed that no reason is required for personal day applications. A written request must be submitted, and approval remains at the discretion of the Board.
Proposed: Vincent Mulvey **Seconded:** Lorna Shiels
- **Parental Leave:**
All parental leave applications were approved.
Proposed: Ursula Donohoe **Seconded:** Kathleen Beatty
- **Application for School Placement:**
A letter from a parent requesting a school placement was considered. An application form and Admissions policy will be issued. It was noted that the current First Year cohort is full with a waiting list. Enrolment for 2026/27 will be limited to 90 students. The Special Class is full for the coming year.
- **School Extension:** A response from TD Michael Carrigy regarding the Stage 1 Report review was read. No timeframe for completion is currently available. The Principal will follow up with the JMB.

6. Garda Visit

It was noted that Gardaí will visit the school on 16 December to speak with senior students regarding AI, image manipulation, and online safety.

7. Finance

- A Finance Sub-Committee was established consisting of Kathleen Beatty and Sharon Rabbitt.
Proposed: Vincent Mulvey **Seconded:** Ursula Donohoe
- The Secretary outlined income and expenditure.
- The €80 student contribution fee was discussed.

- Transition Year fees were discussed, with transport costs noted as a concern.
- The Board agreed to explore support options for students experiencing financial difficulty.

8. Buildings & Capital Works

- Funding has been approved for the Sports Hall roof; a contractor appointment is pending.
- €33,628 has been granted for works in the Woodwork Room, with work to commence in January or early February.
- €23,969.99 has been approved for roof leak repairs, moving to tender stage.
- €59,000 insurance funding has been received in relation to storm damage (football pitch net poles excluded).
- Updates were noted regarding the proposed school extension, including correspondence from Councillors Micheál Carrigy and Pádraig McNamara.

9. Whole School Development

- The Board discussed improving the school's academic profile, particularly in relation to reporting.
- An Academic Core Team will be established, initially focusing on Second and Fifth Year students.
- ATHENA Analytics will be used to analyse student data to support teaching and learning (€1,500).
- Feedback from subject inspections, including Geography, was noted.

10. Posts of Responsibility

Five AP II posts were advertised, with a closing date of 6 January 2026. Two appointments will be made from the list of interviewers & Chairs previously agreed by the Board.

11. Policies

- **Career Break, Job Share and Secondment Policy:**
Amendments were discussed, including eligibility criteria, a 10% cap, and the need for clear selection criteria where applications exceed this limit. Amendments will be made and sent out for consideration for the next Board meeting.

- **Homework Policy:**

Revised homework time allocations for Junior and Senior Cycle students were discussed and agreed.

12. SSE / SIP

Positive feedback from the recent inspection was noted. A core SSE team will be formed to identify priorities for the coming academic year.

13. Principal's Report

The Principal's report was presented and noted. Some excellent work completed by students and staff around the school.

Proposed: Ursula Donohoe **Seconded:** Kathleen Beatty

14. Child Protection Oversight Report

No child protection issues were reported.

Proposed: Lorna Shiels **Seconded:** Sharon Rabbitt

15. Health & Safety / Anti-Bullying

Bullying incidents were reviewed in line with procedures.

Proposed: Kathleen Beatty **Seconded:** Ursula Donohoe

16. Any Other Business

- Guard of honour for Johnny Macken Sr. noted. The secretary informed the board of the family's gratitude.
- Increase in mock examination fees discussed
- Christmas concert scheduled for 16 December - all board members welcome to attend.
- Staff performances acknowledged
- Sharon Rabbitt and Kathleen Beatty attended BOM training

17. Date of Next Meeting

To be confirmed.