



St. Columba's College, Stranorlar, Co. Donegal.

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Board of Management

A meeting of the Board of Management of St. Columba's College took place on Thursday 20th August 2026 at 6.00pm.

Present at the Meeting: Mr P J McGowan (Chairperson), Ms Jennifer Kelly (Secretary),
Mr Joey O'Leary (Trustee), Mr Shane McGinty (Teacher),
Ms Lucinda Gorman (Teacher), Ms Bernie McIntyre (Parent),
Ms Georgina O'Brien (Trustee), Ms Lynn Gallagher (Recording Secretary).

Apologies were received from: Mr Conor Malone (Trustee), Ms Daireann Laverty (Trustee)

1. Prayer

The Meeting opened with a prayer.

2. Minutes

The Minutes of the 27th May 2026 were read and approved. Proposed by Mr Shane McGinty and seconded by Ms Georgina O'Brien.

The Minutes of the Special Meeting, 23rd June 2026 were read and approved. Proposed by Ms Bernie McIntyre and seconded by Ms Lucinda Gorman.

3. Matters Arising

None

4. Correspondence

Included in the Board pack were information notes/circulars.

- 4.1 Circular received from the Dept of Education re SNA – SNAAWDU/IN001/2026 – Suspension of SNA Related Circulars and Supporting Guidance Documents.

The Principal informed the Board that Interviews took place in July'26 and 3 SNA's were appointed. 2 SNA positions are full-time and 1 SNA position is part-time. The SNA's have not received their contract of employment. Jennifer informed the Board she was waiting on guidelines from the Department. The guidelines are stated in the above circular that old employment contracts are to be issued – August 2026.

- 4.2 S54/26 Guidance for Schools on Leaving Certificate results, Viewing and Appeals 2026
The Principal informed the Board that Leaving Results are due out Friday 21.8.26. Refreshments and a chat with teachers, career guidance councillors is organised in

the school canteen from 11.30am – 1pm. Best Wishes to all Leaving Certificate students.

4.3 Illness Benefit – Staff Quick Guide

The principal informed the Board this Circular will be presented to Staff members at the staff meeting – Friday 28th August 2026. The document is clear, easy to understand and the steps to take if off sick.

4.4 Leave Requests. Leave requests were set out by the Principal in the correspondence.

The Board approved. Proposed by Mr Joey O’Leary, Seconded by Ms Bernie McIntyre.

4.5 Letter from St Columba’s PE Department

Included in the Board Pack was a letter from the PE Department who are seeking support to discuss the introduction of a PE uniform. The PE Department feel a PE uniform would give students a much smarter and more unified appearance when representing the school at sporting events and on school outings. The Board were positive about research to date with a view to implementing a PE uniform.

Ms Bernie McIntyre expressed that a PE uniform would be very welcome. She noted for example students who have sporting activities first thing in the morning – the PE uniform would elevate the student from having to wear school uniform on the morning of the sports activity. Currently students are wearing school uniform into school on the morning of the sports activity, having to change into PE gear as soon as they arrive on site, often they feel quite rushed.

Ms Georgina O’Brien mentioned she has had experience re Uniform implementation in the past and she informed the Board from experience Parents like to see competitive costs.

Mr Joey O’Leary agreed and said that 3 Quotes needed to be sought.

The Principal concluded the discussion on a very positive note, highlighting the Board’s enthusiasm for the new PE uniform. She also informed the Board that she would like to conduct a school evaluation and get students, parents and full staff involved with the PE Department re this initiative.

The Board approved all of the points above. Proposed by Mr Joey O’Leary Seconded by Ms Georgina O’Brien.

4.6 Child Safeguarding Statement Review

In July 2026 TUSLA CSS Compliance unit contacted St Columba’s College regarding the school’s Child Safeguarding Statement and Risk Assessment. The principal liaised with the TUSLA Compliance Department and an email was received on Thursday 20th August’26 from TUSLA confirming that St Columba’s College was compliant with the relevant Child Safeguarding requirements.

5 Finance

Mr Joey O'Leary informed the Board that a Finance Meeting was held prior to the Board Meeting. Ms Bernie Rowan and Ms Lynn Gallagher prepared the CEIST Report for July 2026. No issues with the report. All income and expenditure was clearly detailed.

6 Ongoing Plant Development and Maintenance

Included in the Board pack was an update on the On-going Development of Major Build Project. Boyle Construction is the Contractor for the Major Build Project. They provided information on 21st July 2026 including updated programme of works with a commencement date set for end of October 2026.

Work/Maintenance on Site – Summer 2026

The Principal informed the Board that the Caretakers and Cleaning Staff had done a fantastic job over the Summer. Work completed is as follows:

Completion of Sensory Room for AS Setting (The Cara Centre)

AS Class conversion – kitchenette, soft furnishings, specialist desks, storage, lockers, blinds.

Staffroom upgrade in St Mary's – new kitchen, burka boiler, toaster etc

Painting of corridors and offices

Full deep clean of building

Removal of old gas tank, replacement of two smaller temporary gas tanks

Main school gate fixed – now automatic via app.

7 Child Protection Issues

None

8 Bi Cinealta Report

Nothing to Report

9 Policies for Ratification /amendment

Code of Behaviour – Mr P J McGowan (Chairperson) signed

Ratification of Ms Jennifer Kelly, The Principal having the power to suspend up to three days. Proposed by Ms Bernie McIntyre, Seconded by Mr Joey O'Leary

Child Safeguarding Statement – Mr P J McGowan (Chairperson) signed updated policy with Ms. J. Kelly as the DLP.

All content in the above policy agreed – Proposed by Ms Georgina O'Brien, Seconded by Mr Shane McGinty.

Confirm re Correct Deployment of SEN hours – Mr P J McGowan (Chairperson) signed.

Ms Lucinda Gorman expressed that the Code of Behaviour and Child Safeguarding Statement would be very useful in each classroom. The Principal informed Lucinda these documents will be presented to Staff at the Staff Meeting on Friday 28th August 2026.

10. Staffing 2026

As mentioned Interview for SNA's were held on 13th July 2026. 3 Positions were recruited.

The Post for part time Infirmary assistant (13 hours) was ratified

The Post of Infirmary was appointed.

11. Principal's Report including Teaching and Learning

Include in the Board Pack was the Principal's Report to the Board of Management. This was a detailed Report which the Principal delivered to the Board.

Key Point as follows:

950 students attending St Columba's College. (A breakdown of Numbers assigned to each year is stated)

Transfer programme for incoming 1st year commences Tuesday 25th – Thursday 27th August'26. Our AS students will be attending one day of the programme (Tuesday 25th July'26)

Leaving Certificate Results – Best Wishes to all students receiving their results Friday 21st August'26.

Schoolbooks Scheme – Thank you to teachers Ms Harris, Ms McNulty, Ms Cowan and their team of students who compiled the books, stationery for all year groups.

Post of Responsibility

The Senior Cycle Re-Development Co-ordinator post is available and will be advertised second week of September. Board to nominate a Board representative on the interview Panel.

12. Staff Issues – OLCS Claims

None

13. AOB

Ms J Kelly proposed to the Board that devices are being purchased for SNAs in line with the GDPR Policy and Child Safeguarding Statement. The Board agreed to the proposal and sanctioned the purchase of nine laptops for SNAs.

14. Agreed Report

A meeting for the Admissions Policy needs to be held by end of September 2026 to ratify admissions.

It was agreed Wednesday 23re Sept'26 at 6pm via Zoom.