

IL Steering Committee Meeting

Date – Thursday 19th January 2023

Time – 3.00pm

Venue – Online via Zoom

Agenda

Welcome

Apologies

Item 1: Minutes of meeting of Tuesday 20th September 2022

Item 2: Matters Arising

Item 3: Correspondence

Item 4: IL Programme Update

Item 5: National Conference 2023

Item 6: Partnerships at National and International Level.

Report: Sharon Coffey

- Research and Residence Programme
- Leargas Funding

Item 7: Sustainable Delivery of IL

Report: Ms. Niamh Broderick

Item 8: Research Committee

Report Ms. Joan Russell

- Draft Research Plan

Item 9: Draft Annual Report

Item 10: A.O.B

Item 11: Date of Next Meeting

In Attendance	Joan Russell, Siobhan Grogan, Gerard O’ Sullivan, Veronica Walsh, Finn Ó Murchú, Niamh Broderick, Sharon Coffey and Gerry Maloney		
Apologies	Eugene Power, Sarah Buckley, Anne McHugh, Rebecca Saunders and Gillian Doyle		
Welcome / Opening Remarks	Joan welcomed the members of the committee to the meeting		
Item 1: Minutes of Meeting Dated: 20/09/22	The minutes were adopted Proposed by - Niamh Broderick Seconded by – Siobhain Grogan		
Item 2: Matters Arising	No matters arising		
Action		Person Responsible	Deadline
N/A		N/A	N/A
Item 3: Correspondence	No Correspondence		

Item 4: IL Programme Update		
Joan updated the committee of the following ILP developments. IL Programme Update		
Action	Person Responsible	Deadline
Email Schools directly re IL Book	Paula Fitzpatrick	ASAP
Create Order Form re sale of IL Book	Paula Fitzpatrick	ASAP
Members of the Committee are welcome to contribute to the schedule for February by emailing Paula or Joan.	IL Steering Committee	February

Item 5: National Conference 2023		
The National Conference was discussed and the following items noted;		

The National Conference 2023 is scheduled for Friday 24th and Saturday 25th of February in the Mount Wolseley Hotel. The title of the Conference was agreed as follows: Developing a Sustainable Professional Learning Culture in your School.

The following was agreed regarding the agenda and facilitators;

Ms. Yvonne Keating, Chief Inspector DE - Keynote address (Policy) on Friday 24th February

Panel Discussion – Friday 24th February

Dr Rebecca Saunders – Peer Instructional Conferencing & Coaching on Saturday 25th February

Dr Joseph A. Moynihan – Collegial Partnership Coaching (CPC) on Saturday 25th February

World Café – Dr Rebecca Saunders on Saturday 25th February

Launch of Programme – Peer Instructional Conferencing & Coaching Programme.

Action	Person Responsible	Deadline
Contact Ms. Yvonne Keating re Keynote Address	Joan Russell	January
Schedule a Zoom meeting re Panel Discussion	Joan Russell	January
Create Poster and upload to Twitter and IL Website	Paula Fitzpatrick	January
Email Poster and Reg form to all schools	Paula Fitzpatrick	January
Committee to email Paula re attendance for Conference	IL Steering Committee	January

Item 6: Partnerships at National and International Level - Report: Sharon Coffey

1. Research and Residence Programme

2. Leargas Funding

Sharon Coffey provided an update and the following was noted;

Research and Residence Programme - Teaching Council, Emily Anne Doyle and Sharon Coffey have drafted /designed a module in collaboration with Rebecca Saunders and Joan Russell. Tracking research re SOCQ, Reflection & Survey. March session - Tuning Protocols and World Café facilitated by Rebecca Saunders.

Leargas - Meeting on the 1st February. Application was successful and awarded funding of €60,000. The programme to support principals and deputy principals as instructional leaders is at early stages of development and Sharon Coffey will provide further updates re same.

Actions	Person Responsible	Deadline
The Chair of each of the IL Sub-Committee to forward details / agenda & links to Paula regarding meetings.	IL Sub-Committee Chairperson	In advance of meeting

Item 7: Sustainable Delivery of IL - Report: Ms. Niamh Broderick

1. Update

Niamh Broderick provided an update and the following was noted;

Sub Committee meeting was held on Friday 13th January 2023. Niamh Broderick, Gerard O' Sullivan, Gillian Doyle and Joan Russell attended. A meeting is scheduled for 27th January in Kilkenny.

[Meeting Note 130123](#)

Action	Person Responsible	Deadline
The Chair of each of the IL Sub-Committee to forward details / agenda & links to Paula regarding meetings.	IL Sub-Committee Chairperson	In advance of meeting

Item 8: Research Committee - Report Ms. Joan Russell

1. Draft Research Plan

Joan Russell provided an update and the following was noted;

The research Plan was issued for approval. Joan thanked the Steering Committee for feedback received. [Research Plan](#). The Research Plan was approved by the IL Steering Committee, proposed by Siobhain Grogan and seconded by Niamh Broderick and it was agreed to publish to the IL Website.

Action	Person Responsible	Deadline
Publish the Research Plan	Paula Fitzpatrick	ASAP

Item 9: Draft Annual Report

Joan Russell provided an update and the following was noted;

The Annual Report was issued for approval. Joan thanked the Steering Committee for feedback received. [Annual Report](#). The Annual Report was approved by the IL Steering Committee, proposed by Sharon Coffey and seconded by Siobhain Grogan and it was agreed to publish to the IL Website.

Action	Person Responsible	Deadline
Publish the Annual Report	Paula Fitzpatrick	ASAP

Item 10: A.O.B.

Siobhain Grogan provided an update regarding the online Teach Meets, advising that there are 2 Teach Meets scheduled for later in the year. It was noted that a meeting was scheduled for Wednesday 25th January to discuss same.

Gerard O' Sullivan will forward an article from Anne Looney and is happy to assist regarding the Teach Meets. It was noted that a colleague in NCCA may be able to assist also.

It was noted to issue a link to Joan regarding the scheduled meeting for Wednesday 25th January @ 4.00pm.

Concerns were noted regarding the IL Steering Committee. Joan Russell proposed in the interest and to progress the IL Programme to do an evaluation of the IL Steering Committee as a group and individually. Joan Russell agreed to search re ways of facilitating an evaluation and would provide an update at the next meeting.

Action	Person Responsible	Deadline
Issue Link re Meeting Wednesday 25 th January	Sarah Buckley	ASAP
Email article re Anne Looney	Gerard O' Sullivan	ASAP
Evaluation of the IL Steering Committee	Joan Russell	ASAP

Item 4: Date of Next Meeting

It was agreed to issue a doodle poll to the committee to determine the date of the next IL Steering Committee meeting.

Action	Person Responsible	Deadline
Issue a doodle poll to committee members to determine the date of next meeting.	Paula	ASAP
Email a copy of the minutes of meeting 19/01/2223	Paula	In advance of meeting
Create and issue Zoom Link once the date of meeting is agreed	Paula	In advance of meeting
Forward items you wish to include on the agenda for the next meeting.	IL Steering Committee	In advance of meeting

This concluded the business of the meeting and the meeting concluded @ 4.30pm

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Joan Russell
Chairperson

