

IL Steering Committee Meeting

Date – Monday 29th April 2024

Time – 2.00pm

Venue – The Horse and Jockey Hotel, Tipperary

Agenda

- Welcome
- Apologies
- Minutes of Meeting 7th February 2024
- Matters Arising
- Correspondence
- Oide Endorsement Review
- Future of IL
- Annual Report
- Research Update
- IL Programme Update
 1. Lasair; Supporting Principals and Deputy Principals as Instructional Leaders
 2. Peer Instructional Conferencing and Coaching Programme
 3. Eochair
- IL Website
- A.O.B
- Date of Next Meeting

In Attendance	Joan Russell, Sharon Coffey, Eugene Power, Finn Ó Murchú, Anne McHugh, Becky Saunders and Paula Fitzpatrick
Apologies	Ger O' Sullivan
Welcome / Opening Remarks	Joan welcomed the members of the committee to the meeting .
Minutes of Meeting Dated: 7th February 2024	The minutes were adopted Proposed by - Sharon Coffey Seconded by – Eugene Power
Matters Arising	It was acknowledged the celebration re Professor Barrie Bennett was a great / successful event and was appropriately marked.
Correspondence	PeacePlus – Anne McHugh Oide – Geraldine McNamara Thank you Letter – Professor Barrie Bennett Resignation Letter – Gillian Doyle

Oide Endorsement Review

Joan Russell updated all attending regarding the Oide Endorsement Review.

[Oide](#)

[Oide Logo](#)

It was noted that it was DE Logo has been uploaded on the IL Website.

Action	Person Responsible	Deadline
N/A		

Future of IL

Joan Russell updated all attending regarding the Future of IL

The following was noted and action arisings from the discussion.

The Future of IL proposal went forward for the attention of the General Secretary for a full review. Anne McHugh advised that the CE's were in favour of providing funding for IL. Anne McHugh agreed to follow up and revert to advise regarding the proposal and the funding. Joan Russell advised that Becky Saunders has agreed to facilitate Cohort 16. Joan also thanked and acknowledged Becky regarding facilitating Cohort 16, as it enables us to continue with IL until the new proposal for the Future of IL is in place.		
Action	Person Responsible	Deadline
Follow up with General Secretary regarding the Proposal	Anne McHugh	ASAP
Amend proposal of The Future of IL	Joan Russell	In advance of next meeting

Annual Report		
Joan Russell updated all attending regarding the Annual Report. Joan advised that a template is in place for the annual report and we will update this template with all information / details for 2023. It was agreed that the draft annual report would issue to all members of the committee for feedback / comments. The final report would issue to the General Secretary and will be published on the IL website on or before 31st May 2024.		
Action	Person Responsible	Deadline
Draft annual report 2023	Joan Russell and Paula Fitzpatrick	On or before 20/05/24
Email a copy of draft annual report for feedback / comment	Paula Fitzpatrick	On or before 23/05/24
Publish final Annual Report 2023	Paula Fitzpatrick	On or before 31/05/24

Research Update		
Joan Russell advised that a research subcommittee meeting was held on the 29th April 2024, prior to the scheduled IL Steering Committee Meeting. Meeting Note 29th April 2024 The following was noted: Joan acknowledged that a large volume of data was gathered and in particular SoC. Joan advised that a follow up meeting is scheduled for Friday 4th October in the Horse and Jockey Hotel to commence the process of analysing the data gathered. The purpose of the meeting will also determine the content and topics of the research papers and reports to the Teaching Council and Department of Education. Joan Russell also brought the following to the attention of the committee: The need to agree a date, content and identify the draw or themes to enable / entice resignation for the Research Conference. Some of items discussed included The Teaching Council-Cosán, Student Voice, P & DP's as Instructional Leaders. It was proposed to defer the date to Spring of 2026. It was also proposed that we schedule a "think in day" to discuss the Research Conference and this could be incorporated in the June meeting.		
Action	Person Responsible	Deadline
N/A		

IL Programme Update	
1.	Lasair; Supporting Principals and Deputy Principals as Instructional Leaders
2.	Peer Instructional Conferencing and Coaching Programme
3.	Eochair
Lasair; Supporting Principals and Deputy Principals as Instructional Leaders Sharon Coffey provided an update regarding <i>Lasair - Supporting Principals and Deputy Principals as Instructional Leaders</i>. Session 2 was held on the 17th & 18th April and session 3 is scheduled for the 9th May 2024. Sharon advised that a post survey would issue and also a request to submit a testimonial. It was noted that the initial feedback regarding the pilot programme was very positive and all 10 schools who participated have fully engaged in the pilot. A focus group meeting is organised with Ireland and Slovenia. A full review will commence after this focus group and the data is gathered from the survey / testimonials. The results of the focus group and the data gathered will inform future development and delivery of the programme. Sharon will provide a report once this is completed. Sharon also proposed submitting an application for large scale funding partnership – Co Operating Partnership. It was noted that	

we are invited to the NAPD Conference and at the conference we will officially launch the programme. By way of follow up, Sharon advised we have our site visit to Slovenia from the 4th – 8th May 2024.

Peer Instructional Conferencing and Coaching Programme

Becky Saunders provided an update regarding the Peer Instructional Conferencing and Coaching Programme. Session 3 was held on the 17th and 18th April 2024. It was noted that the initial feedback regarding the programme was very good. It was noted that a survey was issued and a full analysis is scheduled. It was noted the importance of providing follow up for the participants and it is proposed to offer follow up days to schools. It is also scheduled to create Padlet to upload resources for the programme, which will issue to all participants of Cohort 1. It was also agreed to issue by email expressions of interest for Cohort 2 and to promote Cohort 2 on the IL Website and Twitter.

Eochair - The key to happy, active, and inclusive classrooms

Joan Russell provided an update regarding *Eochair*. The *Eochair* programme was launched in Limerick Education Centre on Monday 4th March 2024. *Eochair* has been designed to support primary teachers with the implementation of the new primary curriculum and is based on the Instructional Leadership Programme at post-primary level. Joan advised that registration is currently open for the Summer Programme and it is scheduled for Monday 1st July to Friday 5th July 2024 in Milford National School, facilitated by Sandra Larkin and Linda O' Meara.

Action	Person Responsible	Deadline
Issue expressions of interest by email with poster for Cohort 2	Paula Fitzpatrick	ASAP
Upload posters and details to IL Website and Twitter to promote Cohort 2	Paula Fitzpatrick	ASAP
Issue letter and poster re Eochair	Paula Fitzpatrick	ASAP

IL Website

Joan advised that we held a meeting on Monday 15th April regarding a revamp / update for the IL Website where we created an excel spreadsheet with changes required to the website. This was followed up with a Teams meeting with Tom Toft on Wednesday 24th April and Paula forwarded a copy of the spreadsheet. Tom Toft advised it will take about 5 weeks to complete the work and revamp. We are in the process of scheduling a face to face meeting to commence the process and will provide a further update at the next meeting.

Action	Person Responsible	Deadline
Schedule a meeting with Tom Toft regarding IL Website	Paula Fitzpatrick	ASAP

A.O.B.

Joan congratulated and thanked all members for their contribution on a successful event for Barrie.

Action	Person Responsible	Deadline
N/A		

Date of next meeting

The date for the next meeting was agreed for Wednesday 26th June 2024. The agenda for the meeting was also agreed as follows;

Item 1: Research Conference

Item 2: Future of IL

It was agreed that Paula Fitzpatrick would issue an email to all members of the committee with details of the meeting and would go to tender for hotels in Thurles to facilitate the scheduled IL Steering Committee Meeting.

Action	Person Responsible	Deadline
Issue tender request to hotels to facilitate IL Steering Committee meeting re Wednesday 26 th June 2024	Paula Fitzpatrick	ASAP
Issue email to all members re details of meeting	Paula Fitzpatrick	ASAP

This concluded the business of the meeting and the meeting concluded @ 4.00pm


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Joan Russell
Chairperson