

IL Steering Committee Meeting

Date – Monday 11th September

Time – 1.30pm

Venue – ETBI

Agenda

Welcome

Apologies

Item 1: Minutes of meeting of 21st June 2023

Item 2: Matters Arising

Item 3: Correspondence

Item 4: IL Programme Update

Item 5: IL Strategic Plan 2024 to 2026

Item 6: IL Sub Committee Report / Update

- **Partnerships at National and International Level**
Ms. Anne McHugh
Dr. Sharon Coffey
- **Support Structure for Graduate School Leaders and Graduate Teachers**
Ms. Sarah Buckley
- **Sustainable Delivery of IL**
Ms. Niamh Broderick
- **Research Committee**
Ms. Joan Russell

Item 7: A.O.B

Item 8: Date of Next Meeting

In Attendance	Joan Russell, Niamh Broderick, Sharon Coffey and Eugene Power.	
Apologies	Siobhain Grogan, Ger O' Sullivan, Finn Ó Murchú, Gerry Maloney, Sarah Buckley, Anne McHugh, Gillian Doyle and Becky Saunders	
Welcome / Opening Remarks	Joan welcomed the members of the committee to the meeting. It was noted that a large number of apologies were received for today's meeting, but it was also noted the importance that the meeting went ahead as scheduled.	
Item 1: Minutes of Meeting Dated: 21/06/23	The minutes were adopted Proposed by - Eugene Power Seconded by – Sharon Coffey	
Item 2: Matters Arising	It was agreed to issue an email regarding the starting time of the next IL Steering Committee meeting and it was proposed to change to 2.30pm. It was noted that changing the time may facilitate members who were not in a position to attend due to work commitments. It was also noted, subject to approval of members, future meetings would start at 2.30pm.	
Action	Person Responsible	Deadline
Issue email regarding proposed change of time of 2.30pm for the IL Steering Committee Meeting.	Paula Fitzpatrick	In advance of scheduled meeting 13/11/23
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
N/A		

Item 5: IL Strategic Plan 2023 to 2026
It was proposed to draft an outline of the IL Strategic Plan 2023 – 2026 at today’s meeting. The 4 key priorities were noted from the IL Strategic plan 2021 – 2023 as follows; • Develop a plan for the sustainable delivery of the programme. • Develop a support structure for graduate school leaders and graduate teachers. • Facilitate and support Research and Evaluation. • Develop partnerships at National and International level. One additional key priority to include in the draft Strategic Plan 2023 – 2026 was proposed as follows; • Develop and Advance Professional Learning Opportunities to support school and teacher leaders as Instructional Leaders. Following a discussion, the 5 key priorities for the IL Strategic Plan 2023 - 2026 were agreed as follows; • Further Progress and Implement a plan for the sustainable delivery of the IL programme. • Implement a Support Structure for Graduate School and Teacher leaders. • Facilitate and Support Research and Evaluation. • Nurture Partnerships at National and International level. • Develop and Advance Professional Learning Opportunities to support school and teacher leaders as Instructional Leaders. The targets for each of the 5 key priorities above were set and actions outlined to facilitate the implementation of the IL Strategic Plan 2023 – 2026. IL Strategic Plan 2023 – 2026 It was agreed to issue the draft Strategic Plan to committee members for comment and observations, prior to approval at the next IL Steering Committee scheduled for Monday 13th November 2023. Subject to approval of the committee members, the IL Strategic Plan 2023– 2026 will be published to the IL Website.

Actions	Person Responsible	Deadline
Issue Draft IL Strategic Plan 2023 -2026 for feedback and observations to members of the Committee.	Paula Fitzpatrick	ASAP - In advance of scheduled meeting 13/11/23
Email comment / observations regarding the Draft IL Strategic Plan 2023 - 2026	IL Steering Committee	On or before Monday 9th October 2023
Secure a face-to-face meeting with Paddy Lavelle, General Secretary ETBI after the ETBI Conference.	Joan Russell	ASAP

Item 6: IL Sub-Committee Report / Update
▪ Partnerships at National and International Level <i>Ms. Anne McHugh</i> <i>Dr. Sharon Coffey</i> ▪ Support Structure for Graduate School Leaders and Graduate Teachers <i>Ms. Sarah Buckley</i> ▪ Sustainable Delivery of IL <i>Ms. Niamh Broderick</i> ▪ Research Committee <i>Ms. Joan Russell</i>

Partnerships at National and International Level

Joan Russell provided an update on behalf of Ms. Anne McHugh as follows;

[PeacePlus Update](#)

Sharon Coffey provided an update and the following was noted;

Professional & Collaborative Reflection (Cohort 15)

- Research Cohort 15 – Research is ongoing.
- She will meet with Emily Ann Doyle to discuss a workshop on professional and collaborative reflection as part of Session 3 for Cohort 15 in Oct 2023.

Leargás Project – Developing Principals and Deputy Principals as Instructional Leaders:

- 6 meetings held to date.
- The Programme content and Modules are drafted.
- A pilot of the programme will be delivered from Jan to May of 2024 and future facilitators of the programme will be identified from this pilot group.
- A schedule of dates for site visits is currently being drafted and Sharon will schedule a meeting with Barbara Novinec and Nives Počkar to confirm same.

It was noted that Sharon will provide a further update / report of the Leargas Programme at the next IL Steering Committee meeting.

Support Structure for Graduate School Leaders and Graduate Teachers – Ms. Sarah Buckley

No Update presented.

Sustainable Delivery of IL - Ms. Niamh Broderick

[PROPOSAL FOR THE ONGOING DELIVERY OF THE INSTRUCTIONAL LEADERSHIP PROGRAMME BEYOND MARCH 2024](#)

No further update other than previously noted. Niamh advised that she will provide an update at the next meeting.

Research Committee – Ms. Joan Russell

[RESEARCH PLAN 2022 - 2026](#)

No further update other than previously noted. Joan advised that Sharon would present a synopsis of the research findings at the next meeting.

Action	Person Responsible	Deadline
Issue IL Sub-Committee reports	IL Sub-Committee Chairperson	In advance of IL Steering Committee meetings.

Item 7: A.O.B

There was no A.O.B

Action	Person Responsible	Deadline
N/A		

Item 8: Date of Next Meeting

Monday 13th November 2023 - ETBI

Action	Person Responsible	Deadline
Email a copy of the minutes of meeting dated 11/09/23 and a copy of the agenda for the meeting scheduled for 13/11/23.	Paula Fitzpatrick	In advance of scheduled IL Steering Committee meeting 13/11/23
Book meeting room and organise catering	Paula Fitzpatrick	In advance of scheduled IL Steering Committee meeting 13/11/23

This concluded the business of the meeting and the meeting concluded @ 4.15pm



Joan Russell
Chairperson