

IL Steering Committee Meeting

Date – Tuesday 28th June 2022

Time – 3.00pm

Venue – Online via Zoom

Agenda

- Welcome
- Apologies
- Minutes of meeting of Wednesday 27th April 2022
- Matters Arising
- Correspondence
- IL Programme Update
- IL Senior and Middle School Leaders Conference 2022
- IL Sub Committees – Update
 1. Support Structure for Graduate School Leaders and Graduate Teachers.
Report: Ms. Sarah Buckley
 2. Partnerships at National and International Level.
Report: Ms. Anne McHugh
 3. Sustainable Delivery of IL
Report: Ms. Niamh Broderick
 4. Research Committee
Report : Ms. Joan Russell
- A.O.B.
- Date of Next Meeting

In Attendance	Joan Russell, Sharon Coffey, Siobhan Grogan, Gerard O’ Sullivan, Veronica Walsh, Beck Saunders, Niamh Broderick, Anne McHugh, Finn O’ Murchú, Gillian Doyle, Gerry Maloney, Eugene Power and Sarah Buckley.		
Apologies	No Apologies		
Welcome / Opening Remarks	Joan welcomed the members of the committee to the meeting		
Minutes of Meeting Dated: 04/11/21	The minutes were adopted Proposed by - Sarah Buckley Seconded by – Gerard O’ Sullivan		
Matters Arising	No matters arising		
Action		Person Responsible	Deadline
N/A		N/A	N/A
Correspondence	No Correspondence		

Item 1: IL Programme Update

Joan updated the committee of the following ILP developments.

Senior & Middle School Leaders Conference

- Agenda item for discussion. Excellent Conference, Dr. Zachary Walker well received and overall feedback from the Survey issued was excellent.

IL Programme October 2022

- 4 Cohorts scheduled for October 2022
- Dates for October are as follows; **Monday 10th October to Friday 21st October 2022**

Cohort 14 – Session 2	Cohort 15 – Session 1	Cohort 13 – Session 2	Cohort 12 – Session 4
Mon 10 th to Wed 12 th Oct 22	Wed 12 th to Fri 14 th Oct 22	Mon 17 th to Wed 19 th Oct 22	Wed 19 th to Fri 21 st Oct 22

- Cohort 15 in partnership with the Teaching Council will include Cosán

IL Programme – Cohort 15

- Responded to 10 expressions of interest to register for Cohort 15.
- Expressions from schools on the back of attending the June Conference and 5 of which, schools are new to IL.

- Currently 30 Schools with a total of 92 participants.
- Invoices issued for Cohort 15
- Breakdown of 30 schools to date

ETB	JMB	ACCS	Other	Total New
13	14	3	N/A	12

IL Book

- Editing of IL Book paused in June due to the Conference, will resume in July
- Will go to tender for publication and proposed launch date is on track for October 2022.

Twitter Plan

- Twitter schedule drafted for July. Members of the committee are welcome to contribute to the schedule for by emailing Paula or Joan and are also asked to remember to re tweet.

Action	Person Responsible	Deadline
Complete the editing and proof reading of Book.	Joan & Paula	31 st July
Tender for publication.	Joan & Paula	31 st July
Email chapters of final edited book to Committee to proof read.	Committee	August

Item 2: IL Senior and Middle School Leaders Conference 2022

The IL Senior and Middle School Leaders Conference was discussed and it was noted / agreed that it was an excellent Conference. Dr. Zachary Walker well received and overall feedback from the Survey issued was excellent. It was agreed to schedule a meeting with Zachary to discuss the level of engagement going forward and costs.

[Survey – IL Senior and Middle School Leaders Conference Feedback Analysis](#)

Action	Person Responsible	Deadline
Email a copy of the Survey and feedback	Paula	August
Schedule a meeting with Dr. Zachary Walker	Joan Russell	August
Draft a plan for the National Conference and issue to Steering Committee for review / comment.	Joan Russell	September

Item 3: IL Sub-Committee - Update

1. Support Structure for Graduate School Leaders and Graduate Teachers.
2. Partnerships at National and International Level.
3. Sustainable Delivery of IL
4. Research Sub Committee

Ms. Sarah Buckley provided an update re: Support Structure for Graduate School Leaders and Graduate Teachers.

Ms. Anne McHugh / Sharon Coffey provided an update re: Partnerships at National and International Level.

Ms. Niamh Broderick provided an update re : Sustainable Delivery of IL

Ms. Joan Russell provided an update re: Research Sub Committee

The below actions were noted from each of the updates provided.

Actions	Person Responsible	Deadline
Facilitators for Future Teach-Meets : Becky Saunders	Joan Russell / Sarah Buckley	In advance of meeting
Identify Schools who could facilitate / contribute for future Teach-Meets.	Joan Russell / Sarah Buckley	In advance of meeting
Finalise the modules for Principals and Deputy Principal.	Joan Russell / Gillian Doyle	In advance of meeting
Schedule date(s) to develop a plan for Sept / Oct – Primary Course re Education Centres.	Joan Russell / Gillian Doyle	In advance of meeting
Develop a plan for Sept / Oct – Primary Course.	Joan Russell / Gillian Doyle	In advance of meeting
Schedule dates for meeting with Research Committee to plan for Conference content / proposals.	Joan Russell	In advance of meeting
Email outline of draft Research Plan to Research Committee for comment / feedback.	Joan Russell	In advance of meeting

The Chair of each of the IL Sub-Committee to forward details / agenda to Paula regarding meetings. Issue meeting details / agenda and associated documentation with links to the meetings.	IL Sub-Committee Chairperson Paula	In advance of meeting In advance of meeting
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Item 3: A.O.B.		
It was discussed and agreed to amend the Strategic Plan to incorporate IT as a priority. Becky Saunders indicated she was happy to assist and Joan agreed to re issue an outline of the amended Strategic Plan to the IL Steering Committee for feedback / comment and adoption.		
Action	Person Responsible	Deadline
Amend Strategic Plan to incorporate IT Email outline of amended Strategic Plan for feedback / comment and adoption.	Joan Russell Joan Russell	September September

Item 4: Date of Next Meeting		
It was agreed to schedule the next meeting for the end of September and to issue a doodle poll to the committee with a selection of dates to determine the date of the next IL Steering Committee meeting. It was also agreed that the Sub-Committees would schedule a meeting mid-September in advance of the IL Steering Committee meeting.		
Action	Person Responsible	Deadline
Issue a doodle poll to committee members to determine the date of next meeting in September. Email a copy of the minutes of meeting 28/06/222 Create and issue Zoom Link once the date of meeting is agreed Forward items you wish to include on the agenda for the next meeting. Schedule IL Sub-Committee Meeting mid-September	Paula Paula Paula IL Steering Committee IL Sub-Committee	ASAP In advance of meeting In advance of meeting In advance of Meeting In advance of IL Meeting

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

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Joan Russell
Chairperson

