

IL Steering Committee Meeting

Date – Monday 13th November 2023

Time – 2.30pm

Online via Teams

Agenda

Welcome

Apologies

Item 1: Minutes of meeting of 11th September 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: Professor Barrie Bennett Celebration 2024

Item 8: A.O.B

Item 9: Date of Next Meeting

In Attendance	Joan Russell, Sharon Coffey, Sarah Buckley, Becky Saunders, Eugene Power, Niamh Broderick, Veronica Walsh and Gillian Doyle		
Apologies	Ger O’ Sullivan, Finn Ó Murchú and Anne McHugh,		
Welcome / Opening Remarks	Joan welcomed the members of the committee to the meeting and apologised for the change to online but this was due to Storm Debi and the red status warning issued.		
Item 1: Minutes of Meeting Dated: 21/06/23	The minutes were adopted Proposed by - Niamh Broderick Seconded by – Eugene Power		
Item 2: Matters Arising	No matters arising		
Action	Person Responsible	Deadline	
N/A			
Item 3: Correspondence	Correspondence received from Siobhain Grogan who tendered her resignation as a member of the IL Steering Committee.		

Item 4: IL Programme Update

Joan updated the committee of the following ILP developments

[IL Programme Update](#)

Action	Person Responsible	Deadline
Email a list of Irish Medium schools who have/are engaged in the IL Programme to Gean Gilger	Paula Fitzpatrick	ASAP

Item 5: IL Strategic Plan 2023 to 2026

The IL Strategic Plan 2023 to 2026 was reviewed. It was agreed to publish the plan pending any further comment by Friday 17th November 2023

Actions	Person Responsible	Deadline
Forward any final comment / observations of the IL Strategic Plan 2023 – 2026	IL Steering Committee	On or before Friday 17 th November 2023
Publish the IL Strategic Plan 2023 -2026	Paula Fitzpatrick	Friday 17 th November 2023

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

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;

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

- 7 meetings held to date.
- The Programme content and Modules are close to being finalised.
- Dates confirmed re site visits to Ireland and Slovenia
- Stakeholders event scheduled for Friday 1st December 2023.
- Expression of interest application form for Lasair issued on Friday 10th November 2023
- Details of the Lasair Programme uploaded to Twitter and the IL Website.

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

Sarah Buckley provided an update and the following was noted.

IL sub-committee is now down to 2 members. A plan is in place but they will need assistance. Sarah advised the importance of distributing the QR code at all events. Sharon Coffey and Veronica Walsh agreed to join the IL Sub-committee and assist Eugene Power regarding organising the Teachmeets. Eugene proposed to schedule a short meeting on Tuesday 16th January 2024 @ 1.00pm to discuss.

Sustainable Delivery of IL - Ms. Niamh Broderick

Niamh Broderick provided an update and the following was noted.

It was agreed to identify facilitators and look at resource pack for facilitators. Sharon agreed to forward the Module aims and learning outcomes. Gillian advised she is happy to facilitate IL Primary sessions.

Research Committee – Ms. Joan Russell Joan provided an update and the following was noted; The research plan for Lasair and the Professional Reflection Plan are in place. There are 3 papers which will be presented at the January Conference.		
Action	Person Responsible	Deadline
Forward a copy of the application form to facilitate Teachmeets	Sarah Buckley	ASAP
Issue the application form to the contact list	Paula Fitzpatrick	ASAP
Chair a meeting 16/01/24 @ 1.00pm to discuss Teachmeets	Eugene Power	ASAP
Forward the Module aims and Learning Outcomes to Niamh Broderick	Sharon Coffey	ASAP
Draft a list of actions for the sustainable delivery of IL	Niamh Broderick	ASAP
Issue a doodle poll to schedule a meeting for the week of Nov 27th November 2023	Niamh Broderick	ASAP

Item 7: Professor Barrie Bennett Celebration 2024

Following a discussion, the below items were agreed and actions noted		
• It was agreed to issue the Save the Date by email and upload to Twitter and the IL Website • It was proposed to dedicate the next edition of the IL newsletter to tie in with celebration of Barrie Bennett. • It was agreed to issue a call for pictures and testimonials for the memory lane and to include in the Newsletter. • To determine and finalise the invitation / guest list for the event • To contact Waterford Crystal regarding a gift for Barrie • To contact Mount Wolseley to confirm Booking • Entertainment -contact Martin Molloy to confirm Friday 8th March 2024 • Sound / IT – Contact Steve to confirm Friday 8th March • Email Clare Creedon re Pictures and confirm • The cost to attend was discussed and it was agreed this would be €140pp		

Action	Person Responsible	Deadline
Issue the Save the Date via email to all and upload to Twitter and the IL Website	Paula Fitzpatrick	ASAP
IL Newsletter	Sharon Coffey	ASAP
Issue a call for pictures and testimonials for the memory lane and to include in the Newsletter.	Sharon Coffey / Paula Fitzpatrick	ASAP
Finalise Invitation / Guest List for the event	Joan / Paula	ASAP
Make contact with DE regarding securing the Tánaiste or Minister for Ed for the event	Joan Russell	ASAP
Contact Waterford Crystal regarding a gift for Barrie	Eugene Power	ASAP
Entertainment -contact Martin Molloy to confirm Friday 8th March 2024	Paula Fitzpatrick	ASAP
Sound / IT – Contact Steve to confirm Friday 8th March	Paula Fitzpatrick	ASAP
Contact Clare Creedon re Pictures	Paula Fitzpatrick	ASAP

Item 8: A.O.B

It was agreed to issue a letter of condolence to Anne McHugh on the passing of her mother.		
It was agreed to issue letters of thank you to Siobhan Grogan and Gerry Maloney for their contribution and commitment to IL and the IL Steering Committee following their recent notification of resignation as members of the IL Steering Committee.		
It was agreed to issue a letter of condolence to Paddy Lavelle on the passing of his mother.		
Action	Person Responsible	Deadline
Issue a letter of condolence to Anne McHugh	Joan Russell	ASAP
Issue letters of thanks to Siobhain Grogan and Gerry Maloney	Joan Russell	ASAP
Issue a letter of condolence to Paddy Lavelle	Joan Russell	ASAP

Item 9: Date of Next Meeting		
Tuesday 16 th January 2024 @ 2.30pm ETBI		
Action	Person Responsible	Deadline
Email a copy of the minutes of meeting dated 13/11/23	Paula Fitzpatrick	ASAP
Book meeting room and organise catering	Paula Fitzpatrick	In advance of scheduled IL Steering Committee meeting 16/01/24
Forward items you wish to include on the agenda for the next meeting.	IL Steering Committee	In advance of next meeting

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



Joan Russell
Chairperson