

IL Steering Committee Meeting

Date – Tuesday 20th September 2022

Time – 3.00pm

Venue – Online via Zoom

Agenda

- Welcome
- Apologies
- Minutes of meeting of Tuesday 28th June 2022
- Matters Arising
- Correspondence
- IL Programme Update
- National Conference 2023
- 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, Siobhan Grogan, Gerard O’ Sullivan, Veronica Walsh, Becky Saunders, Niamh Broderick, Anne McHugh, Gerry Maloney and Sarah Buckley.		
Apologies	Eugene Power, Sharon Coffey, Finn O’ Murchú and Gillian Doyle		
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 - Niamh Broderick Seconded by – Gerry Maloney		
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.

IL Programme October 2022

- All on schedule re Mount Wolseley for IL October with 4 Cohorts scheduled for October 2022
- Dates for October are as follows; Monday 10th October to Friday 21st October 2022
- Cohort 12 will Graduate and Cohort 15 will commence the IL Programme.
- Cohort 15 in partnership with the Teaching Council will include Module re Professional Reflection
- Emily Ann Doyle and Sharon Coffey will facilitate and Becky Saunders will assist. A meeting is scheduled for Wednesday 21st September with Sharon, Joan, Emily Ann and Becky re drafting of Module.
- Sharon Coffey and Becky Saunders will lead out on the research and will track for the 2 years
- Joan Russell and Sharon Coffey will present at the Cosán Stakeholders Event

Instructional Pillars and Follow-Up with Zachary Walker

- Follow-Up session organised for Tuesday 18th of October. To date 27 Participants have registered.

- Low registration maybe due to the following; NAPD Conference, Teacher allocation / substitution - Schools are also registered to attend IL Programme in October and schools cannot release teachers to attend.

Joan proposed to defer the Follow Up Session to November and the IL Steering Committee agreed to same.

IL Book

- Received final files from graphic designer 14th September but further edits required prior to printing.
- Joan has contacted the Taoiseach's office re official launch of book in Oct.
- Barrie has requested additional pictures to show diversity (Teachers & Students).
- Pictures are required by Friday 23rd of September.
- Becky Saunders, Niamh Broderick, Gerry Maloney and Anne McHugh agreed to source additional pictures.
- Tender request issued to 6 Printers on 27th July and a sub-committee meeting is scheduled for Wednesday 21st September to award Tender

Twitter Plan

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

Action	Person Responsible	Deadline
Issue email and update Twitter / IL Website re details of deferred Instructional Pillars and Follow Up Session	Paula	September
Issue consent form re additional pictures to Becky Saunders, Niamh Broderick, Gerry Maloney & Anne McHugh	Paula	ASAP

Item 2: National Conference 2023

The National Conference was discussed and the following items noted;

It was previously agreed to move the Conference to February due to the busy schedule of Schools in October and the proposed date is Friday 10th & Saturday 11th of February 2023.

Following an initial meeting held with Joan Russell and Becky Saunders, the proposed conference agenda items were discussed.

- Systemic Change / implementing Systemic Change in terms of IL and using IL
- How do we sustain and maintain the learning in schools?
- Peer Coaching – Giving the skills, Refining the skills, Supporting New Teachers, Continuous Coaching (over a year), Planning / Accountability.

Joan and Becky agreed to draft a plan to outline details and will present the plan at the next IL Steering Committee Meeting.

Action	Person Responsible	Deadline
Draft a plan re National Conference 2023	Joan Russell / Becky Saunders	In advance of next IL Committee Meeting

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 updated re: Support Structure for Graduate School Leaders and Graduate Teachers. Sarah advised that she will organise a meeting prior to the next IL Steering Committee meeting and provide a further update.

Ms. Anne McHugh provided an update re: Partnerships at National and International Level. [Meeting Note](#)

Ms. Niamh Broderick updated re : Sustainable Delivery of IL. Niamh advised that she will organise a meeting prior to the next IL Steering Committee meeting and provide a further update.

Ms. Joan Russell provided an update re: Research Sub Committee. Joan advised that a draft plan is ready. A copy of the plan will issue to Becky and Finn for comment. Joan will schedule a meeting prior to the next IL Steering Committee meeting and provide a further update.

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

Actions	Person Responsible	Deadline
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Contact Limerick Education Centre re report of Primary Summer Workshops	Joan Russell	In advance of meeting
Contact ESCI to discuss one day or Summer Programme	Joan Russell	In advance of meeting
Submit application to run IL Summer Course	Joan Russell	In advance of meeting
Email outline of draft Research Plan to Research Committee for comment / feedback.	Joan Russell	In advance of meeting
Schedule IL Sub Committee Meetings	IL Sub-Committee Chairperson	In advance of meeting
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 3: A.O.B.

Siobhain Grogan proposed nominating another Primary School person to join the IL Steering Committee. It was agreed.

Action	Person Responsible	Deadline
N/A		

Item 4: Date of Next Meeting

It was agreed 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 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.	Paula	ASAP
Email a copy of the minutes of meeting 20/09/222	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 @ 4.00pm

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Joan Russell
Chairperson

