

IL Steering Committee Meeting

Date – Wednesday 29th September 2021

Time – 3.00pm

Venue – Online via Zoom

Agenda

- Welcome
- Apologies
- Minutes of meeting of 30th June 2021
- Matters Arising
- Correspondence
- IL Programme Update
- Sub Committees –
 1. Report re Meeting 10/09/2021 – Support Structure for Graduate School Leaders and Graduate Teachers.
 2. Report re Meeting 17/09/2021 –Partnerships at National and International Level.
 3. Report re Sustainable Delivery of IL
- National Conference 2022
- A.O.B.
- Date of Next Meeting

In Attendance	Joan Russell, Sharon Coffey, Gerry Maloney, Eugene Power, Niamh Broderick, Anne McHugh, Siobhan Grogan, Finn Ó Murchú, Gerard O’ Sullican and Gillian Doyle		
Apologies	Sarah Buckley		
Welcome / Opening Remarks	Joan welcomed the members of the committee to the meeting.		
Minutes of Meeting Dated: 30/06/21	The minutes were adopted Proposed by - Siobhain Grogan Seconded by – Gillian Doyle		
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:

- A. **IL Programme – October 2021** : Following a meeting with Barrie, a decision was taken to postpone the delivery of the IL October sessions 2021 and to defer the date of commencement for Cohort 15 to March 2022. This was based on the following;
 - Government guidelines - re organised indoor gatherings and the maximum permitted (there are in excess of 100 participants in each cohort).
 - Department of Education advice in relation to face to face meetings and events
 - The additional challenges for management, presented by COVID 19, in releasing participants to attend the IL Programme.
- B. **Meeting with Barrie Bennett** : Meeting with Barrie Bennett on Monday 13th September. Discussed the possibility of organising an online ILP event for October/November 2021 for participants of the IL Programme. Will organise follow up meeting with Barrie and revert to advise once details are finalised.
- C. **Mount Wolseley Hotel** - Will schedule a meeting with Mount Wolseley to discuss the IL Programme and to confirm dates re the delivery of March 2022 IL Programme and National Conference.
- D. **IL Book** - In the process of editing the book. As previously advised, we require additional content / pictures.
 - We have identified what is required and an email has issued to specific schools, requesting a specific topic / picture for inclusion in book.
 - Letters will also issue to Schools acknowledging receipt and use of submission.
 - We hope to have 1st draft ready to issue to the printers Oct 20th for editing.

- E. **Twitter Plan** - Twitter schedule in place for Sept. Members of the Committee are welcome to contribute to the schedule for October by emailing Paula or Joan
- F. **IL Programme – Registrations re Cohort 15** - Registration for Cohort 15 is ongoing. To date 25 Schools / 75 Participants have registered.
- G. **Sub-Committee Meetings** - Each of the sub-committees have met (A report was later tabled by each group)

Action	Person Responsible	Deadline
Organise following up meeting with Barrie Bennett re online event.	Joan	October 2021
Schedule a meeting with Mount Wolseley Hotel	Paula	October 2021
Issue emails to specific schools requesting a specific topic / picture for inclusion in IL Book	Paula / Joan	ASAP
Complete 1 st draft of IL Book and issue to Printers	Paula / Joan	ASAP

Item 2: Sub Committees –

1. Report re Meeting 10/09/2021 – Support Structure for Graduate School Leaders and Graduate Teachers.
2. Report re Meeting 17/09/2021 –Partnerships at National and International Level.
3. Report re Sustainable Delivery of IL

1. Eugene Power reported re Meeting of the IL Sub- Committee held on 10/09/21 [Meeting Note](#)
The following was noted: Joan invited members of the IL Steering Committee to act as facilitators for the Teach – meets scheduled for November. Gillian Doyle was happy to facilitate for the Primary sector and Niamh, Eugene, Sarah and Sharon were happy to facilitate for the Post-Primary Sector. Eugene also suggested that it may be an alternative to look outside the committee for people that could act as facilitators.
2. Anne McHugh reported re Meeting 17/09/21 [Meeting Note](#)
The following was noted: Anne McHugh informed the meeting that she is due to attend a seminar on accessing funding through the Shared Island fund.
3. It was noted that Niamh reported at the last IL Steering Committee regarding the IL sub-committee meeting re Sustainable Delivery of IL held on the 23/06/21. [Meeting Note](#).
Following a discussion it was agreed that the Consultative Documents for Post-Primary and Primary would re-issue to the Steering Committee for feedback / comment with a deadline of Monday 4th October to revert.

It was agreed that each Sub Committee would meet prior to the next scheduled IL Steering Committee meeting and forward details to Paula for issuing.

Actions	Person Responsible	Deadline
The Chair of each of the IL Sub-Committee to forward details / agenda to Paula regarding meetings.	IL Sub-Committee Chairperson	In advance of meeting
Issue meeting details / agenda and associated documentation with links to the meetings.	Paula	In advance of meeting
Re issue Consultative Documents- Primary & Post Primary for comment / feedback	Paula	30 th September 2021
Consultation Documents – Primary & Post-Primary	IL Steering Committee	4 th October 2021

Item 3: National Conference 2022

The committee discussed details regarding the Conference. Following a discussion the below were noted;

- Theme of Conference
- Back to basics (Siobhain Grogan)
- What now? – opportunity to revisit past ambitions and look to the future (Finn Ó Murchú)
- Wellbeing – Teachers & Students (Eugene)
- Refection / Rejuvenation – a chance for new beginning post covid (Gerry Maloney)

It was agreed that members of the Committee would email Joan with any suggestions / thoughts they have that could be included and Joan would draft a proposal / plan which would issue to all in advance of the next meeting.

Action	Person Responsible	Deadline
Email suggestions / ideas re National Conference 2022	IL Steering Committee	18 th October 2021
Joan to draft a proposal / plan re the National Conference 2022	Joan	October 2021
Email draft proposal / plan to members of the Steering Committee	Paula	October 2021

Item 4: A.O.B.

Sharon advised the committee that the next issue of the IL Newsletter is nearly finished and once completed, will email the folder to Paula

Action	Person Responsible	Deadline
Email IL Newsletter Draft articles and documents	Sharon Coffey	October 2021
Draft design of IL Newsletter Issue 15	Paula	November 2021

Item 5: Date of Next Meeting

The date of the next meeting was agreed for **Thursday 4th November @ 3.00pm** online via Zoom. It was also agreed that the IL Steering Committee would look at the possibility of having a face to face for the next meeting.

Action	Person Responsible	Deadline
Email notification of date of next meeting with a copy of the minutes of meeting 29/09/21	Paula Fitzpatrick	ASAP
Forward items you wish to include on the agenda for the next meeting 04/11/21	IL Steering Committee	21 st October 2021

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



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Joan Russell
Chairperson