

# ANNUAL REPORT

2017



**etb**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma  
*Mayo, Sligo and Leitrim*  
*Education and Training Board*

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## Forewords

Is mór an onóir dom réamhrá a scríobh don Mayo, Sligo and Leitrim Education and Training Board (MSLETB) Annual Report 2017.

This report provides an opportunity to highlight the comprehensive range of activities undertaken by MSLETB schools, centres and services during the past year. The report also sets out the related financial and corporate governance aspects of work carried out in MSLETB in 2017.

I wish to pay tribute to the members of the Board of MSLETB who, together with the senior management team and staff throughout the organisation, continue to give generously of their time and talents in support of building an Education and Training Board which our students, learners, local communities and stakeholders can be proud of.

Míle buíochas.

**Tereasa McGuire, Chairperson**

The past year was one of continued consolidation, reflection and growth for Mayo, Sligo and Leitrim ETB (MSLETB). It was the first full year of the new executive layer of Directors, which resulted in a more cohesive and structured approach to delivering MSLETB's services. The range and delivery of services outlined in this document demonstrates how MSLETB continues to provide services and opportunities for learners in a wide range of education and training settings.

Not only does Mayo, Sligo and Leitrim ETB respond to the needs of the community, but it continues to lead in the provision of education and training in cooperation and collaboration with local industry, communities and other relevant agencies. The quality of our provision and the outcomes delivered, are testament to the hard work, dedication and commitment of our staff and Board Members.

**Shaun Purcell, Chief Executive**

### Mayo, Sligo and Leitrim Education and Training Board

The Board of Mayo, Sligo and Leitrim Education and Training Board (MSLETB) is established under the *Education and Training Boards Act, 2013* and is responsible and accountable for the proper direction and control of MSLETB as set out in the primary Act, other relevant legislation and the 2015 '*Code of Practice for the Governance of Education and Training Boards*' ('The Code of Practice')

The Board met on six occasions during 2017, one scheduled meeting in December was re-convened as the quorum was not met. In accordance with Section 3.4 of the Code of Practice, the record of attendance of each Board Member is set out below:

Title	Name	Surname	No. of Board Meetings attended in 2017
Cllr.	Christy	Hyland	7
Mr.	Malachy	Molloy	5
Ms.	Mary	Bohan	7
Mr	Paddy	O'Rourke	7
Mr.	Seamus	Kilgannon	7
Mr.	Tom	Connolly	5
Ms.	Donna	Sheridan	6
Cllr.	Enda	Stenson	4
Ms.	Margaret	Gormley	7
Cllr	Annie May	Reape	3
Ms.	Tereasa	McGuire	5
Mr.	Joseph	Queenan	4
Mr.	John	Caulfield	5
Cllr.	Therese	Ruane	4
Mr.	Enda	Cawley	6
Ms.	Sinéad	Dore	5
Mr.	John	Gardiner	4
Mr.	Paul	Ainsworth	0
Mr.	Kieran	O'Dowd	3
Ms.	Susan	Finan	5
Ms.	Evelyn	Cafferty	Resigned in April 2017

## Mayo, Sligo and Leitrim Education and Training Board

### Statutory Basis

Education and Training Boards (ETBs) are statutory authorities which have responsibility for education and training, youth work and a range of other statutory functions. ETBs manage and operate second-level schools, further education colleges, multi-faith community national schools and a range of adult and further education centres delivering education and training programmes.

The general functions of ETBs are set out in the *Education and Training Boards Act, 2013*. ETBs were established On 1<sup>st</sup> July 2013, with 16 new ETBs replacing the previous 33 Vocational Education Committees (VECs). County Mayo VEC, County Sligo VEC and County Leitrim VEC merged at that point to form Mayo, Sligo and Leitrim Education and Training Board (MSLETB). Training Centres in Sligo and Ballina, previously operated under FÁS and then SOLAS, were subsequently incorporated into the new entity of MSLETB.

There are a total of sixteen ETBs throughout the country, as shown in Figure 1 below.



**Figure 1: Education and Training Boards (ETBs) in Ireland**

## Geographical Structure

MSLETB has the largest geographic area of all of the new ETBs, covering an overall area of 9,014 km<sup>2</sup>. It stretches from the Drowes River near Bundoran to the Erris peninsula in the west, down to Killary harbour and across to the Shannon at Carrick-on-Shannon. MSLETB serves a population of 228,086 (CSO 2016) people and its head office is located in Castlebar, with offices in Sligo and Carrick-on-Shannon, as can be seen in Figure 2 below.



**Figure 2: MSLETB operational area**

**MSLETB operates the following services throughout Mayo, Sligo and Leitrim:**

19 post-primary schools

9 PLC Colleges (2 are stand-alone roll numbers - Westport CFE and North Connaught College)

4 Youthreach Centres (with an additional Youthreach centre being established in Leitrim)

Community Training Centre - Sligo Training Centre and a (20 place) satellite location in Carrick-on-Shannon

2 Outdoor Education Centres – Achill and Lough Allen

9 VTOS Centres

Community Education Initiatives - in multiple locations across the three counties

Music Generation Initiatives - across the three counties

Skills for Work Programmes

Night Class Provision - in six locations

2 Training Centres - located in Sligo and Ballina

5 Specialist Training Programmes (2 in Mayo & Sligo, 1 in Leitrim)

12 Local Training Initiatives - across the region

BTEI Programmes - in five locations across the three counties

Adult Literacy - in five locations across the three counties

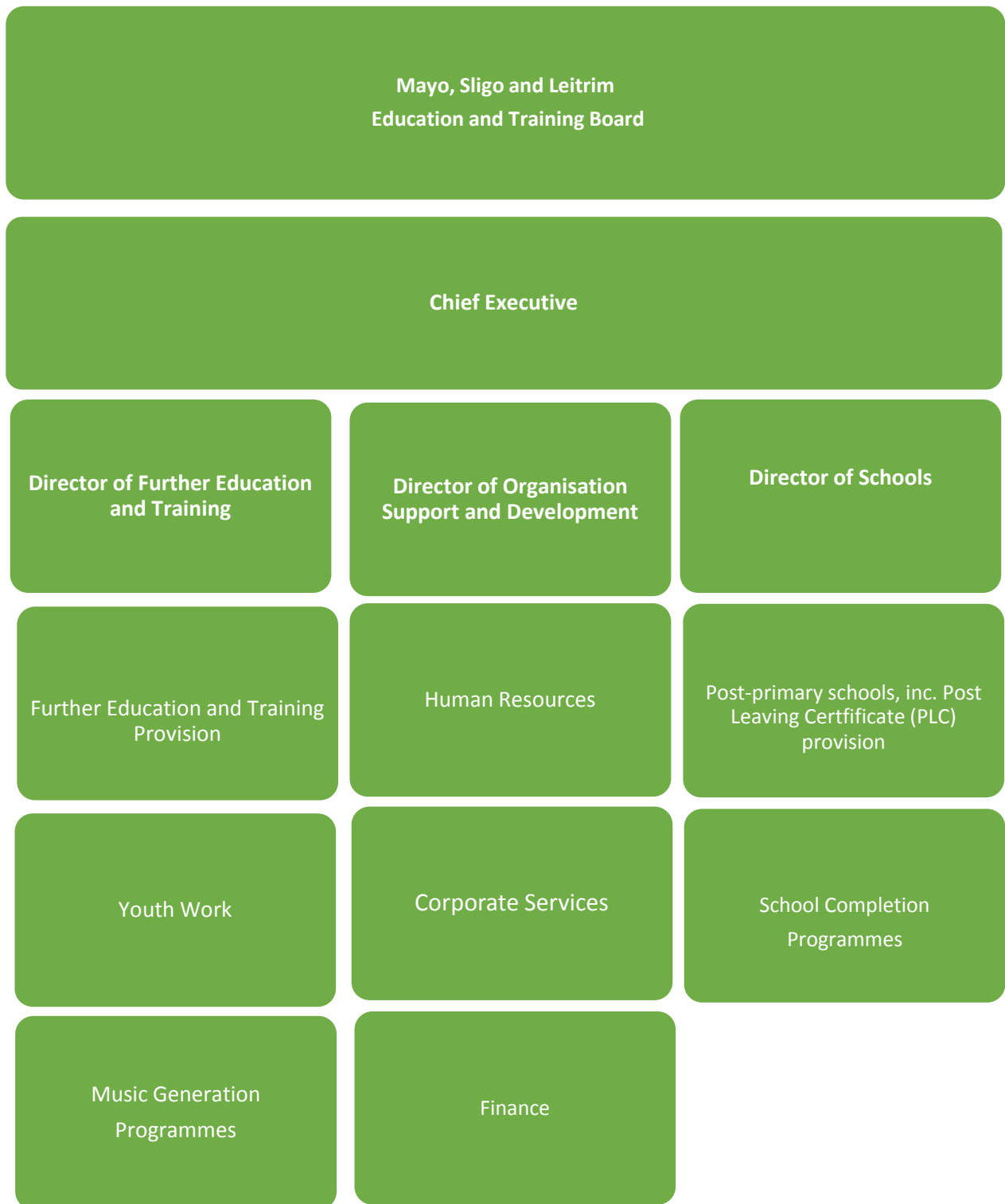
Adult Guidance and Information Services - in the three counties

Youth Services



## Organisational Structure

The Board of MSLETB is responsible and accountable for the proper direction and control of the organisation. The Chief Executive is the accounting officer for MSLETB and is supported by a Senior Management Team consisting of three appointed Directors.



## Statement of Services – Organisation Support and Development

The role of the Director of Organisation Support and Development is to lead on the delivery of organisational and strategic administrative initiatives (structures, policies, systems, initiatives and interventions) which enhance the capability of MSLETB to deliver on strategic goals and ensure best practice in terms of MSLETB's Corporate Governance.

This is done in collaboration with the Schools and FET Directorates.

2017 has seen the development of key core values which were identified through a consultation process with staff and board members. The objective is to ensure that the values of pro-activeness, professionalism, collaboration and quality become strongly associated with the work and initiatives of MSLETB.

A redesign process has commenced involving the restructuring of MSLETB's support functions of Finance, Human Resources and Corporate Services. The objective of the restructuring is to ensure that appropriate systems and structures are in place to support education and training as per the remit of MSLETB.

These functions are located across the three administrative offices in Castlebar, Sligo and Carrick-on-Shannon. The functions within each Department are as follows:

### **Finance:**

1. Payroll
2. Creditors
3. Travel & Subsistence
4. Treasury Management
5. Budgeting & Forecasting
6. Financial Reporting

### **Human Resources:**

1. Contracts / Leave / Absences
2. Recruitment
3. Staff Training and Development
4. Pensions
5. Employee Relations
6. HR Reporting / Compliance
7. Garda Vetting
8. Teacher Allocation

- Corporate Services:**
1. Chief Executive / Board of Management Support
  2. Governance and Compliance
  3. Risk Management
  4. Procurement
  5. Buildings and Services
  6. IT Services
  7. Communications

## Financial Summary

MSLETB is funded primarily by the Department of Education and Skills (DES).

In 2017, funding for projects was also provided by other Government Departments and Agencies including:

- Department of Social Protection
- Department of Children and Youth Affairs
- Department of Health

Funds are also raised through charges for services such as tuition fees, rent of rooms and activities at local level. The Board's receipts in 2017 were €79.1 million. Of the total receipts for the period, €1.2 million was in respect of the Capital programme. Appendix 2 contains the annual Operating Statement.

MSLETB is audited annually by the Comptroller and Auditor General (C&AG) who presents a report on the Board's financial stewardship to the Oireachtas.

MSLETB are responsible for the keeping of accounts and MSLETB is fully compliant with its obligations under revenue legislation.

## Key Relationships

MSLETB values the links that have been made with major stakeholders in the public and private sector. This involves MSLETB consulting, engaging and collaborating with a wide range of public bodies and providers of education and training. MSLETB works closely with the three local authorities in its functional area and has entered into partnership arrangements on a number of initiatives such as Music Generation and Sligo Sport and Recreation Partnership.

MSLETB also works closely with the Local Community Development Committees, Local Partnership Committees, Sligo LEADER Partnership, Leitrim Integrated Development Company, Mayo North East Partnership Company, South West Mayo Development Company, Regional Skills Forum, FIT (FastTrack to Information Technology) and Local Enterprise Offices, as well as having representation on the governing bodies of IT Sligo and Galway-Mayo Institute of Technology.

During the year, MSLETB co-operated with a large number of organisations and institutions through the provision of teaching hours or financial assistance. Such organisations include Youth Services, Community Training Workshops, and the National Learning Network.

MSLETB also values and continues to develop links with industry across the region to ensure that the provision of FET services are appropriate to the needs of the various industrial sectors and to ensure that our students are in a position to attain relevant and meaningful employment.

## MSLETB Schools

MSLETB is responsible for the management and operation of 19 post-primary schools in Mayo, Sligo and Leitrim. Included in this figure are two standalone Colleges of Further Education, Westport College of Further Education and North Connaught College. For details of MSLETB schools, please see Appendix 1.

MSLETB schools provide a welcoming and inclusive environment, have a commitment to excellence in teaching and learning and, through strong school leadership, are dedicated to ensuring students reach their full potential. MSLETB has an excellent team of highly qualified and experienced teachers who are committed to success, raising expectations, providing opportunities and striving to meet the needs of all our students in caring and supportive settings. Besides providing a strong academic and creative environment, each of our schools offer dynamic extra-curricular sports and cultural activities.

The following programmes are offered in our post-primary schools:

- Junior Certificate Programme
- Junior Certificate Schools Programme
- Transition Year Programme
- Leaving Certificate Programme
- Leaving Certificate Vocational Programmes
- Leaving Certificate Applied Programmes.

Our schools offer a broad range of subjects to Leaving Certificate level.

In addition, many of our colleges provided an array of Post Leaving Certificate (PLC) Courses, demonstrating the ability of MSLETB to respond and innovate in a meaningful way to the needs of school leavers and adult learners.

Enrolments in MSLETB schools continues to be very strong with, 5,602 post-primary and PLC students enrolled in 2017.

## School Completion Programme

The School Completion Programme (SCP) was set up as part of the Department of Education and Skills DEIS strategy (Delivering Equality of Opportunity in Schools). This service in Mayo was established in 2007 and is available to DEIS primary and second-level schools in north and south Mayo. In 2011, the School Completion programme was integrated into the National Education and Welfare Board (NEWB) and is now within Tusla, the Child and Family Agency.

The SCP aims to increase the numbers of young people staying in primary and second-level by improving attendance, participation and retention of students who may be at risk of early school leaving. The SCP focuses on targeting and providing supports and interventions to assist these students to successfully complete their formal education. Interventions include breakfast clubs, homework clubs, after-school supports, individual support for students, therapeutic supports such as counselling and art therapy, extra tuition, mentoring programmes, transition programmes and summer camps. SCP tailors supports to meet the needs of all students, but especially those who are at risk of early school leaving.

There are seven second level schools involved in the programme in Mayo:

- Davitt College, Castlebar
- Scoil Mhuire agus Pádraig, Swinford
- Coláiste Pobail Acla, Achill
- Moyne College, Ballina
- St. Tiernan's College, Crossmolina
- St. Brendan's College, Belmullet
- Ghaelcholáiste Chomáin, Rossport

There are also three primary schools in the programme:

- Scoil Íosa, Ballina
- Scoil Phádraig, Ballina
- Gaelscoil na gCeithre Maol, Ballina

North and South Mayo School Completion Programmes are operated by MSLETB and managed by Local Management Committees, with representatives from schools, youth services and other agencies in the areas.

## Sligo School Completion Programme

Sligo School Completion Programme is managed by a Local Management Committee (LMC) made up of local school principals and youth work coordinators.

The function is to support children in Primary and Post Primary schools who are at risk, generally of early school leaving. Most schools involved are DEIS schools. There are three ETB schools involved in Sligo, Ballinode Community College, Corran College and Coláiste Iascaigh. The total number of targeted children would be approx. 60 across the three schools.

Sligo School Completion Programme employs a coordinator, part-time administrator and three project workers. The project workers spend a day / day and a half each week in their designated schools and work with targeted children. This could be one on one or small group work. They also help with activities like homework clubs, games clubs, etc. The target list of students is drawn up by the school's care team and approved by the School Completion Programme LMC.

Funding is managed and approved by the LMC and allocated to schools based on their target list and proposed interventions.

## Further Education and Training (FET)

### Development of FET Services in MSLETB

MSLETB provides a broad range of FET programmes throughout the region. All FET provision and its associated services are designed to meet the education and training requirements of individuals, both employed and unemployed, and the business and economic needs of employers in the region.

The executive responsibility for the management of MSLETB's FET provision lies with the FET Leaders and PLC Principals Group, which has oversight of all MSLETB FET provision.

In MSLETB, learners and staff are at the center of the organisation. MSLETB currently employs approximately 650 staff to deliver further education and training and associated services in the area.

The table below outlines membership of related governance and oversight groups.

CE & Directors Group	Management Leadership Group	FET Leaders & PLC Principals Group	QA Group	Programme Approval Committee
Chief Executive Director of FET Director of OSD Director of Schools	Chief Executive Director of FET Director of OSD Director of Schools APO Finance APO HR APO Corporate Services Area Training Manager AEOs	FET Director 3 AEOs Area Training Manager 3 Assistant Training Managers 9 PLC Principals	FET Director AEOs Area Training Manager Assistant Training Managers TSOs Quality Management System Team Lead QA FE Staff MSLETB	FET Director AEOs Area Training Manager Assistant Training Manager TSOs Quality Management System Team Lead QA FE Staff MSL

### Sector Targets 2017 – 2020 FET Sector Provision Targets

- **10% More Learners will secure employment.**
- **10% more learners will progress** to other further or higher education.
- **10% increase in the rate of certification** on courses primarily focused on transversal (social mobility) skills development.
- **10% increase** of adults, who are seeking FET level provision, engaging in **lifelong learning interventions.**
- From 2018, for three years, an average **increase of 10,000 learners per annum securing relevant qualifications.**
- **30,500 new apprentice and trainee** registrations in the period 2018 to 2020.
- **FET literacy and numeracy strategy delivered,** and objectives achieved including improved screening and assessment systems, ESOL policy, and awareness.
- **10% increase in Stakeholder satisfaction with FET provision.**



During 2017, MSLETB offered both full-time and part-time courses in a wide range of fields to a large and diverse population of adult and post second-level learners. This FET provision was delivered as day and night courses, with programmes including the following:

**Post Leaving Certificate (PLC)** courses take place in schools and colleges throughout Mayo, Sligo and Leitrim. The courses are full-time and last generally for one year, with some offering an additional qualification in a second year. They offer a mixture of practical work, academic work and work experience. Post Leaving Certificate courses offered by Mayo, Sligo and Leitrim Education and Training Board are generally certified by QQI at levels 5 and 6, with qualification such as ITEC, CIBTAC and CIDESCO available in some centres.

**Apprenticeships** Apprenticeship is the recognized means by which people are trained to become craftspeople in Ireland. The apprenticeship system typically consists of 3 off-the-job phases and 4 on-the-job phases. Generally, the duration of an apprenticeship is four years.

**Traineeships** Traineeships provide job-specific training which combines direct training and a significant period of Work Based Learning (WBL) with an employer. National Career Traineeships are available across a broad range of sectors. Traineeships are full-time and all year round to facilitate those entering the workforce for the first time and for people in employment wishing to up-date or acquire new skills. All programmes lead to QQI major awards at levels 4 to 6 on the National Framework of Qualifications. Traineeships typically take nine months.

**Vocational Training Opportunities Scheme (VTOS)** The Vocational Training Opportunities Scheme (VTOS) is a European Social Fund supported intervention in the Irish labour market to enable, as a priority group, unemployed people who have been on the Live Register for at least six months or a person in receipt of statutory redundancy but not in receipt of a qualifying payment for the required period to access education and training with a view to progression to employment.

**Back to Education Initiative (BTEI)** The Back To Education Initiative (B. T. E. I.) provides part-time Further Education programmes for young people and adults. The aim is to give people an opportunity to combine a return to learning with family, work and other responsibilities. Programmes are offered on a part-time basis, in the mornings, afternoons or evenings across Mayo, Sligo and Leitrim.

**Adult Basic Education** Adult Learners can avail of classes in reading, writing, spelling, I.T. and everyday maths in small groups. They all start at the beginning and go at the student's pace. Adult learners can also avail of themed literacy courses for example in health, culinary, horticulture or car maintenance while improving literacy skills.

**Family Learning** This programme offers parents the opportunity to enhance their own skills and improve their ability to help their children learn.

**English for Speakers of Other Languages (ESOL)** This programme helps adults improve their spoken and written English.

**Adult Literacy** The Adult Basic Education Service provides literacy and numeracy tuition in a supportive environment for adults who need to develop their skills in reading, writing, spelling, maths and using everyday technology.

**Intensive Tuition in Adult Basic Education (ITABE)** A 14-week course, 6 hours per week which offers the learner the opportunity to improve their basic skills in reading, writing and numeracy intensively.

**Community Education** Community Education refers to adult education and learning, generally outside the formal education sector. It aims to empower and support communities. It is firmly community-based, with local groups taking responsibility for, and playing a key role in organising courses and deciding on programme content. The scheme enables disadvantaged adults to avail of community education at minimal or no cost.

**Specific Skills Training** Specific Skills Training courses typically take six months to complete and are designed to meet the needs of industry and business across a range of sectors. Typically, programmes offered are major awards at level 4 – 6 on the National Framework of Qualifications or industry Certification from a recognized external accredited body. Courses are full-time and are scheduled throughout the calendar year to facilitate those seeking employment for the first time and for persons wishing to update or acquire new skills to increase their future employment opportunities.

**Youthreach** Youthreach is a programme of education and training and work experience for early school leavers, aged between 16 and 20, provided in an out of school setting. Youthreach aims to develop the core skills needed for further learning and to prepare young people to progress to further education/training or to employment. MSLETB operate four Youthreach Centres, three in Mayo and one in Sligo. These centres offer learners a range of certification opportunities, Junior Certificate, Leaving Certificate Applied and a number of QQI awards from level two to five on the national framework of qualifications.

**Community Training Centres** MSLETB provide community-based training for early school leavers as part of the national Youthreach programme. Community Training Centres are independent, community-based organisations which provide training and related supports for early school leavers primarily aged between 16 – 21 years who have left school with no formal or incomplete qualifications. Programmes at the centre are being enhanced to promote greater focus on skills development that are likely to match local employment opportunities.

**Local Training Initiatives** MSLETB in partnership with community-based groups provide a range of person centred, proactive training/job related services, to assist individuals enter/re-enter the active labour market. In addition, these initiatives aim to promote the removal of barriers and provide supports, which ensure access to Programmes, Services and Employment for individuals and groups experiencing exclusion and labour market disadvantage.

Local Training Initiatives enable MSLETB to address these objectives and at the same time provide support to Community/Voluntary Organisations to address local service and development needs. Initiatives are firmly rooted in the community and encourage people who otherwise might not avail of mainstream training to develop their existing skills and learn new skills in an environment that is tailored to their particular local needs.

**Skills For Work** Skills for Work (SFW) is a national programme aimed at providing educational training opportunities to help employees deal with the basic educational skills demands in the workplace. SFW courses may include a variety of subjects, which supports the educational needs of employees. All courses include literacy and numeracy elements integrated into a variety of subjects ranging from communications, maths, computing, reading, writing, spellings and personal development skills. The courses are designed and delivered in a flexible and adaptable way to meet, the needs of the employer and employee. Courses can be tailored to suit workplace needs. Courses are usually approximately 35 hours in duration and may lead to QQI accreditation at Level 3.

**Music Generation** Music Generation Mayo and Music Generation Sligo are music education services for children and young people, aged 0-18 yrs. They are part of Music Generation – Ireland’s National Music Education Programme, initiated by Music Network, and co-funded by U2, The Ireland Funds, the Department of Education and Skills and local Music Education Partnerships, (MEPs). Each service is managed locally by a Music Education Partnership in their respective counties, under lead partner MSLETB.

**Outdoor Education Centres** MSLETB operates two Outdoor Education Centres, one in Achill, Co. Mayo and one in Ballinaglera, Co. Leitrim. Achill Outdoor Education and Training Centre established in 1971 led to the development of eleven other ETB centres around the country and to the development of the outdoor industry countrywide. The centre develops tailor-made programmes, using adventure activities and the outdoor environment as a catalyst in the physical, social and intellectual development of participants.

Participants include MSLETB’s own schools, as well as education centres and primary, second and third level institutions countrywide. It also caters for youth groups and the general public from the age of seven upwards.

MSLETB also runs a QQI Level 6 Sports, Recreation & Exercise & QQI Level 5 Outdoor Sports and Recreation in conjunction with "Lough Allen Adventure" Outdoor Pursuits Centre in Ballinaglera, Co Leitrim.

**Evening courses and self-financing night classes** MSLETB deliver night classes in several centres across the three counties. These classes are aimed at adults looking to further their qualifications, learn a new skill or explore personal interests. Evening courses are open to everybody (both employed and unemployed) however there is a fee for people in employment. Fee paying clients must apply directly to the school/centre. Unemployed persons can contact their local DSP Employment Services Office for information on their eligibility to get assistance with paying fees.

**Refugee Resettlement Programme** MSLETB is actively working with Local Authorities (through the Local Community Development Committee) and other stakeholders to identify and provide services for citizens in general and, specifically, marginalised and at-risk groups, e.g. refugees in each of the three counties and new initiatives to assist Traveller groups.

**Youth Work** The youth work capacity of MSLETB is funded by the Department of Children and Youth Affairs (DCYA). The function of MSLETB in this respect is to:

“Support the provision, coordination, administration and assessment of youth work services in its functional area and provide such information as may be requested by the Minister for Children and Youth Affairs in relation to such support”.

*(Education and Training Boards Act, 2013, Section 10(1)(j)).*

The function of MSLETB in relation to youth work in 2017 encompassed the following services:

- Administration of Local Youth Club Grant Scheme to volunteer led youth clubs
- Implementation of National Quality Standards for Volunteer Led Youth Groups and National Quality Standards Framework for the Youth Sector
- Administration of Special Project for Youth and other funding lines to youth services on behalf of the DCYA and Department of Health to youth services
- Youth Mental Health Initiatives in Mayo, Sligo and Leitrim
- Administration of the DCYA Youth Employability Initiative
- Youth engagement and participation through support of Comhairlí na nÓg in each of Mayo, Sligo and Leitrim.

In addition to the services outlined above, MSLETB supported the coordination of youth work activities with other services through participation in twenty-one interagency committees. These interagency committees range, inter alia, from School Completion Projects, Traveller support groups to Children and Young People Services Committees. MSLETB Youth Officers, through their participation in these groups, played an important role throughout 2017 in guiding a partnership approach to achieving the target outcomes set out in the *Better Outcomes, Brighter Futures: The National Policy Framework for Children and Young People, 2014-2020*.

## **Other Services provided by MSLETB:**

### **Adult Education Guidance and Information Service**

The Adult Education Guidance and Information Service provides impartial and confidential advice, guidance and information to adults in relation to their education, training and careers. The service is for adults who;

- Are considering returning to or continuing with education
- Are having difficulty in finding or keeping suitable employment due to lack of appropriate education qualifications
- Wish to explore new forms of further education or training available in Mayo, Sligo and Leitrim.

### **Co-operation with other institutions**

MSLETB has a memorandum of understanding with the Department of Employment Affairs and Social Protection (DEASP) in the west and north-west region. The purpose of this Framework is to establish more structured links at national, divisional and area levels between the DEASP and MSLETB. This framework facilitates the exchange of data between the organisations and the referral of clients to suitable education and training interventions provided by the ETB. The objective is to provide DEASP clients with the knowledge, skills, competencies and supports to assist them to find a job or to progress to further education and training, if appropriate. Specific goals agreed include;

- MSLETB actively works with our 3 Local Authorities of Mayo, Sligo and Leitrim on joint initiatives and participates actively on the Local Community Development Committees.
- MSLETB participates on other national and local groups to promote education, training, youth services and music development.
- MSLETB have entered into a Memorandums of Understanding with Sligo IT and GMIT to provide accelerated access for applicants and opportunities for progression.

### **Employer Engagement**

MSLETB has established an Employer Engagement Group and an employer database. MSLETB continue to network and collaborate with employers, employer groups (IBEC, ACBI, CIF, IHF RAI, etc.), Regional Skills Fora (RSF), education providers, state agencies (SOLAS, IDA, Enterprise Ireland, LEOs, etc.) and other stakeholders. MSLETB is currently developing a structure that can provide an organised, managed two-way communications/ interactive system between employers and the ETB.

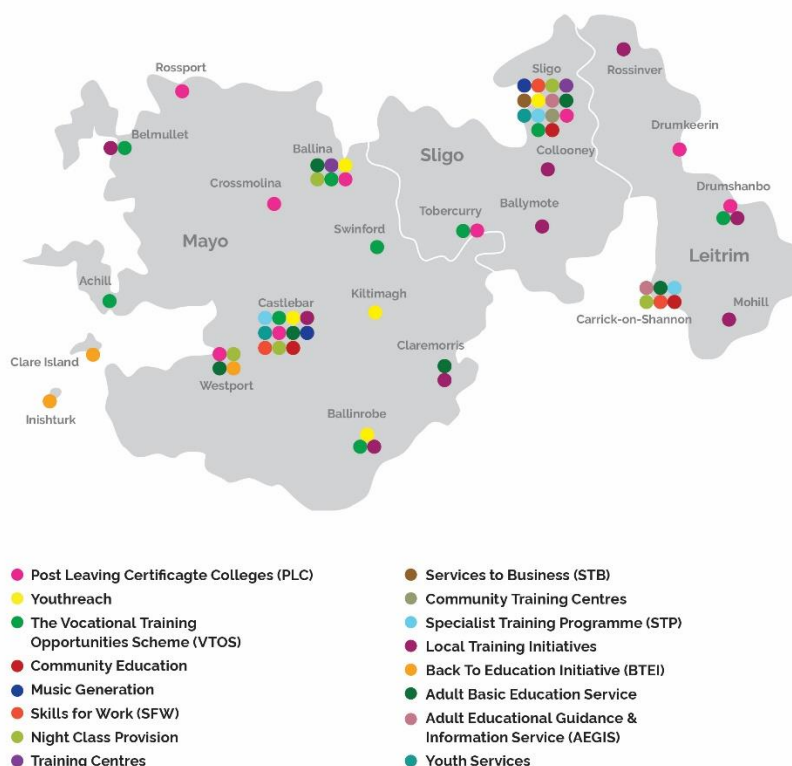
## Integration of FET Provision

The formation of ETBs and the creation of an integrated FET sector, with a clear focus on the development and delivery of courses and programmes designed to prepare people for employment and / or further studies, has been both a challenge and an opportunity.

The development of coordinated programmes for programme delivery aimed at minimising duplication, increasing access for individuals, improving relevancy for employers and maintaining and increasing the quality of programmes on offer were all features of MSLETB's FET service throughout this period.

The location of the further education and training services provided by MSLETB are set out in the map below.

### MSLETB FET Services



MSLETB offer part-time and full-time programmes under the three strategic categories:

<p><b>Predominantly Labour Market Focused FET Programmes</b></p>	<p>Apprenticeship Training Local Training Initiatives PLC Specific Skills Training Traineeships Training VTOS</p>
<p><b>Predominantly Progression Focused FET Programmes</b></p>	<p>Youthreach Bridging &amp; Foundation Training Community Training Centres Specialist Training Programmes BTEI Groups Skills for Work</p>
<p><b>Predominantly Social Mobility (Individual Transversal Skills) Focused FET Programmes</b></p>	<p>Adult Literacy ESOL FET Co-operation Hours ITABE Refugee Resettlement Lifelong Learning</p>

## Contact Information

### **PRÍOMHOIFIG, MHAIGH EO**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma  
An Baile Nua,  
Caisleán An Bharraigh  
Co. Mhaigh Eo  
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### **HEAD OFFICE, MAYO**

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### **SLIGEACH**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma,  
Sráid Na Cé  
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### **SLIGO**

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### **LIATROMA**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma,  
Ardán Sheoirse Naofa,  
Cora Droma Rúisc  
Co. Liatroma  
N41 W2X7

### **LEITRIM**

Mayo, Sligo and Leitrim  
Education and Training Board,  
St. George's Terrace  
Carrick-on-Shannon  
Co. Leitrim  
N41 W2X7

**Tel:** +353 (0)71 96 20024 **Fax:** +353 (0)71 96 21362 **Email:** infoleitrim@msletb.ie

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### **WEBSITE**

<http://mayosligoleitrim.etb.ie/>

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## Glossary

<b>BTEI</b>	Back to Education Initiative
<b>C&amp;AG</b>	Comptroller and Auditor General
<b>CE</b>	Chief Executive
<b>CPD</b>	Continuous Professional Development
<b>CTC</b>	Community Training Centre
<b>DES</b>	Department of Education and Science
<b>DSP</b>	Department of Social Protection
<b>ESOL</b>	English for Speakers of Other Languages
<b>FET</b>	Further Education and Training
<b>ICT</b>	Information and Communications Technology
<b>LCDC</b>	Local Community Development Committee
<b>LTI</b>	Local Training Initiative
<b>MEP</b>	Music Education Partnership
<b>MSLETB</b>	Mayo, Sligo and Leitrim Education and Training Board
<b>NCGE</b>	National Centre for Guidance in Education
<b>NFQ</b>	National Framework of Qualifications
<b>NQSF</b>	National Quality Standards Framework for the Youth Work Sector
<b>PLC</b>	Post Leaving Certificate
<b>QQI</b>	Quality and Qualifications Ireland
<b>SCP</b>	School Completion Programme
<b>SEN</b>	Special Education Needs
<b>SFW</b>	Skills For Work
<b>SSRP</b>	Sligo Sport and Recreation Partnership
<b>STB</b>	Services To Business
<b>TY</b>	Transition Year
<b>VEC</b>	Vocational Education Committee
<b>VTOS</b>	Vocational Training Opportunities Scheme

## Appendix 1: Mayo, Sligo and Leitrim ETB Schools, Centres and Committees

SCHOOLS	DETAILS
<b>Mayo</b>	
Coláiste Pobail Acla	Polranny, Achill Sound, Co. Mayo, F28 CP49 <a href="http://colaistepobailacla.ie/">http://colaistepobailacla.ie/</a>
Davitt College and Castlebar College of Further Education	Springfield, Castlebar, Co. Mayo, F23 VY15 <a href="http://www.davittcollege.com">www.davittcollege.com</a> /Newtown, Castlebar, Co. Mayo, F23 EW84 <a href="https://ccfe.ie/">https://ccfe.ie/</a>
Moyne College	Ballina, Co. Mayo, F26 W884 <a href="http://www.moynecollege.ie">www.moynecollege.ie</a>
Coláiste Chomain	Rossport, Co. Mayo, F26 YR99 <a href="http://www.gcr.ie">www.gcr.ie</a>
St. Brendan's College	Belmullet, Co. Mayo, F26 C782 <a href="http://www.stbrendanscollege.com">www.stbrendanscollege.com</a>
St. Joseph's Community College	Lowpark, Charlestown, Co. Mayo, F12 WE19 <a href="http://www.sjcc.ie">www.sjcc.ie</a>
St. Patrick's College	Lacken Cross, Killala, Co. Mayo, F26 NW52 <a href="http://www.lackencross.ie">www.lackencross.ie</a>
St. Tiernan's College	Crossmolina, Co. Mayo, F26 WK25 <a href="http://mayosligoleitrim.etb.ie/school/st-tiernans-college/">mayosligoleitrim.etb.ie/school/st-tiernans-college/</a>
Westport College of Further Education	Westport, Co. Mayo, F28 TP82 <a href="http://www.westportcfe.ie">www.westportcfe.ie</a>
<b>Sligo</b>	
Ballinode Community College and Sligo College of Further Education	Clarion Road, Sligo, F91 DY66 <a href="http://www.ballinodecollege.com">www.ballinodecollege.com</a> / <a href="http://www.sligocfe.ie">www.sligocfe.ie</a>
Coláiste Iascaigh	Easkey, Co. Sligo, F26 EC56 <a href="http://www.colaisteiascaigh.ie">www.colaisteiascaigh.ie</a>
Coola Post Primary School	Riverstown, Co. Sligo, F52 XE71 <a href="http://www.coola.ie">www.coola.ie</a>
Corran College	Ballymote, Co. Sligo, F56 DP86 <a href="http://www.corrancollege.com">www.corrancollege.com</a>
Grange Post Primary School	Grange, Co. Sligo, F91 F722

	<a href="http://grangepps.ie">grangepps.ie</a>
North Connaught College	Tubbercurry, Co. Sligo, F91 X883 <a href="http://northconnaughtcollege.net">northconnaughtcollege.net</a>
<b>Leitrim</b>	
Carrigallen Vocational School	Carrigallen, Co. Leitrim, H12 TD72 <a href="http://mayosligoleitrim.etb.ie/school/carrigallen-vocational-school">mayosligoleitrim.etb.ie/school/carrigallen-vocational-school</a>
Drumshanbo Vocational School	Drumshanbo, Co. Leitrim, N41 D623 <a href="http://www.dvs.ie">www.dvs.ie</a>
Lough Allen College	Drumkeerin, Co. Leitrim, N41 XT98 <a href="http://www.loughallencollege.ie">www.loughallencollege.ie</a>
Mohill Community College	Mohill, Co. Leitrim, N41 YT72 <a href="http://mohillcommunitycollege.ie">mohillcommunitycollege.ie</a>

FURTHER EDUCATION AND TRAINING CENTRES	DETAILS
<b>Mayo:</b>	
Ballina Training Centre	Carrowcushlaun West, Ballina, F26 P278
Claremorris Part-time Further Education Centre	Chapel Lane, Claremorris, Co. Mayo, F12 F5W7
Achill Further Education Centre	Achill Outdoor Education Centre, Achill, Co. Mayo, F28 H7F2
VTOS Swinford	Swinford, Co. Mayo, F12 DC93
VTOS / Youthreach Ballina	Cathedral Road, Ballina, Co. Mayo, F26 FEF4
VTOS / Youthreach Ballinrobe / Ballinrobe Further Education Centre	Ballinrobe, Co. Mayo, F31 FK54
Youthreach Kiltimagh	Kiltimagh, Co. Mayo, F12 CK33
Belumllet Further Education Centre	Belmullet, Co. Mayo, F26 D8H2
Ballina Further Education Centre	Ballina, Co. Mayo, F26 E264
Ballyhaunis Further Education Centre	Ballyhaunis, Co. Mayo, F35 A064
Castlebar Further Education and Training Centre	Castlebar (Kingsbridge), F23 FW70
<b>Sligo:</b>	
Adult Education Centre, Sligo	Castle Street, Sligo, F91 DK33
Ballinode College / Sligo College of Further Education	Clarion Village, Ballinode, Sligo
Sligo Training Centre	Ballytivnan, Sligo, F91 N284
Youthreach Sligo	Cleveragh Industrial Estate, Sligo, F91 FY68
<b>Leitrim:</b>	
PLC - Mayflower, Drumshanbo	Drumshanbo, Co. Leitrim, N41 Y8P6
Adult Education - Bee Park Centre, Manorhamilton	Manorhamilton, Co. Leitrim, F91 HCD9
Adult Education - Presentation House, Carrick-on-Shannon	Carrick-on-Shannon, Co. Leitrim, N41 A2H5
Marion College	Mohill, Co. Leitrim, N41 CY58

**MAYO, SLIGO AND LEITRIM ETB COMMITTEES**

Audit Committee

Finance Committee

Further Education and Training Committee

Youth Work Committee

Youthreach Advisory Committee

Achill Outdoor Education and Training Centre Advisory Committee

MSLETB also has representatives on the Institutes of Technology Committees  
at IT Sligo, Galway-Mayo IT and Letterkenny IT

## Appendix 2: Financial Information

### Mayo Sligo and Leitrim Education and Training Board

#### Operating Statement For The Year Ended 31 December 2017

	<b>2017</b>
	<b>€</b>
<b>RECEIPTS</b>	
Post Primary Schools and Head Office Grants	39,454,907
Primary School Grants	-
Further Education and Training Grants	31,895,124
Student Support Services Grants	-
Youth Services Grants	832,968
Agencies and Self-Financing Projects	5,716,067
Capital Grants	1,200,178
	<u>79,099,244</u>
<b>PAYMENTS</b>	
Post Primary Schools and Head Office	40,294,711
Primary School	-
Further Education and Training	30,894,367
Student Support Services	32,178
Youth Services	811,132
Agencies and Self-Financing Projects	4,982,169
Capital	1,075,295
	<u>78,089,852</u>
<b>Cash Surplus / (Deficit) For Year</b>	1,009,392
<b>Movement in Other Net Current Assets</b>	<u>(887,268)</u>
<b>Accrual Revenue Surplus / (Deficit) For Year</b>	122,124
<b>Revenue Surplus / (Deficit) at 01/01/2017</b>	<u>(136,828)</u>
<b>Revenue Surplus / (Deficit) at 31/12/2017</b>	<u><u>(14,704)</u></u>

- **Chief Executive's Pay**

In accordance with pay scales approved by the Department of Education and Skills the Chief Executive(CE) of MSLETB was paid €117,729 in the year ended 31<sup>st</sup> December 2017. Employer's PRSI of €2,551 was also paid. The CE had no foreign travel during the period.

- **Board Members' Expenses**

Expenses are paid to Board members for travel to Board-related meetings. The aggregate expenses paid to each member in the year ended the 31 December 2017 were:						
Board member	Statutory Meetings	Interview Boards	Attendance at Conferences / Seminars	Other	Total	No. Board Meetings Attended
	€	€	€	€	€	
Christy Hyland	1,226	9,945	527	350	<b>12,048</b>	7
Malachy Molloy	3,255	4,685	617	430	<b>8,987</b>	5
Mary Bohan	679	3,676	1,229	670	<b>6,254</b>	7
Paddy O'Rourke	1,587	604	1,416	685	<b>4,292</b>	7
Seamus Kilgannon	868	1,568	368	349	<b>3,153</b>	7
Tom Connolly	897	-	475	327	<b>1,699</b>	5
Donna Sheridan	565	-	489	-	<b>1,054</b>	6
Enda Stenson	635	-	383	-	<b>1,018</b>	4
Margaret Gormley	555	165	-	-	<b>720</b>	7
Annie May Reape	104	-	394	216	<b>714</b>	3
Tereasa McGuire	287	129	-	121	<b>537</b>	5
Joseph Queenan	370	113	-	-	<b>483</b>	4
John Caulfield	473	-	-	-	<b>473</b>	5
Therese Ruane	377	-	-	-	<b>377</b>	4
Enda Cawley	345	-	-	-	<b>345</b>	6
Sinead Dore	279	-	-	-	<b>279</b>	5
John Gardiner	165	-	-	-	<b>165</b>	4
Paul Ainsworth	106	-	-	-	<b>106</b>	-
Kieran O'Dowd	103	-	-	-	<b>103</b>	3
Susan Finan	90	-	-	-	<b>90</b>	5
Evelyn Cafferty	-	-	-	-	-	Resigned - April 2017
<b>Total</b>	<b>12,966</b>	<b>20,885</b>	<b>5,898</b>	<b>3,148</b>	<b>42,897</b>	

This statement was adopted by Mayo, Sligo, and Leitrim Education and Training Board at its Board meeting 17<sup>th</sup> April 2018.