

MAYO SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

MINUTES OF THE PROCEEDINGS OF THE MEETING

HELD ON TUESDAY 4th JUNE, 2019, AT 4.00 P.M.

IN THE MSLETB FET CENTRE, SWINFORD, CO. MAYO

Mr. S. Kilgannon presided at the Meeting and the following Members were present:-

Mmes. M. Bohan, L.C.C.,
D. Sheridan,
S. Finan
Messrs. J. Caulfield, M.C.C.,
T. Connolly, M.C.C.,
C. Hyland, M.C.C.,
J. Queenan, S.C.C.,
P. O'Rourke, L.C.C.,
E. Stenson, L.C.C.,
G. Murphy,
M. Molloy,
K. O'Dowd.

The following were also in attendance:

Mr. Peter Egan, Director of Further Education and Training, Mr. Pat Howley, Director of Organisation Support and Development, Ms. Mary Madden, Director of Schools and Ms. A. Mulchrone.

The CE thanked Mr. T. Kilgannon and Ms. T. McGuire for their positive contribution, dedication and time while serving on the Board and commiserated with them on not getting re-elected to their respective County Councils but wished them well.

APOLOGIES FOR INABILITY TO ATTEND MEETING.

Apologies for inability to attend Meeting were received from Mmes. A.M. Reape, M.C.C., T. McGuire, M.C.C., T. Whelan, M.C.C., A. McCabe and S. Dore and Messrs. E. Cawley, and P. Ainsworth.

ADOPTION OF MINUTES

The Minutes of the Meeting held on 16th April, 2019, were adopted on the proposal of Mr. E. Stenson, seconded by Mr. P. O'Rourke.

FINANCIAL REPORT.

Mr. P. Howley presented the combined Financial Report for Mayo, Sligo and Leitrim Education and Training Board and circulated details of the Receipts and Payments to the end of **April, 2019**. Total expenditure amounted to **€29,667,000** with total receipts of **€26,503,000**. Total expenditure on the Capital Account amounted to **€630,000**, with total receipts of **€163,000**. The Bank Balance at the end of April 2019 was **€5,826,859**.

The Meeting approved the Financial Report (**Appendix 1**), on the proposal of Ms. M. Bohan, seconded by Mr. T. Connolly.

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BUILDING REPORT.

Mr. P. Howley, Director of OSD presented the Building Report for Mayo, Sligo and Leitrim Education and Training Board – **Appendix 2.**

Cllr. P. O'Rourke raised the purchase of lands at Carrigallen VS and the safety implication of not doing so. He was strongly of the opinion that there would be no peace or joy until adjacent lands are secured to make provision to offload buses, Parents are arriving every morning and evening to drop off or collect the kids and the way the parking situation is they're unintentionally creating a violation by parking cars in a way that blocks the view of oncoming traffic. He added that when the school had its Department inspection the WSE inspectors were horrified at what they witnessed and they highlighted that this was an "accident waiting to happen". DOSD responded by informing Cllr O'Rourke that we had commissioned a road safety and transport audit at the school and this was being finalised presently as it had taken place before the students finished for their summer holidays. As you know we have had interaction to date with DES and recently we had a meeting with the Principal and we have agreed following receipt of the transport report to consider further and compile a new submission to DES.

ORGANISATIONAL SUPPORT AND DEVELOPMENT

Mr P. Howley, Director of OSD presented the Organisational Support and Development Report for Mayo, Sligo and Leitrim Education and Training Board – **Appendix 3.**

I.T. REPORT.

Mr. P. Howley, presented the I.T. Report for Mayo, Sligo and Leitrim Education and Training Board – **Appendix 4.**

FURTHER EDUCATION AND TRAINING REPORT.

Mr. Peter Egan, Director of FET, extended a welcome to the newly refurbished centre of excellence and thanked Pat Howley for his involvement. He presented the Further Education and Training Report for Mayo, Sligo and Leitrim Education and Training Board – **Appendix 5.** Mr. S. Kilgannon, recognises the importance of promoting apprenticeships and congratulated Mr. Egan on the increase and number of types of apprenticeships which have commenced.

SCHOOLS REPORT.

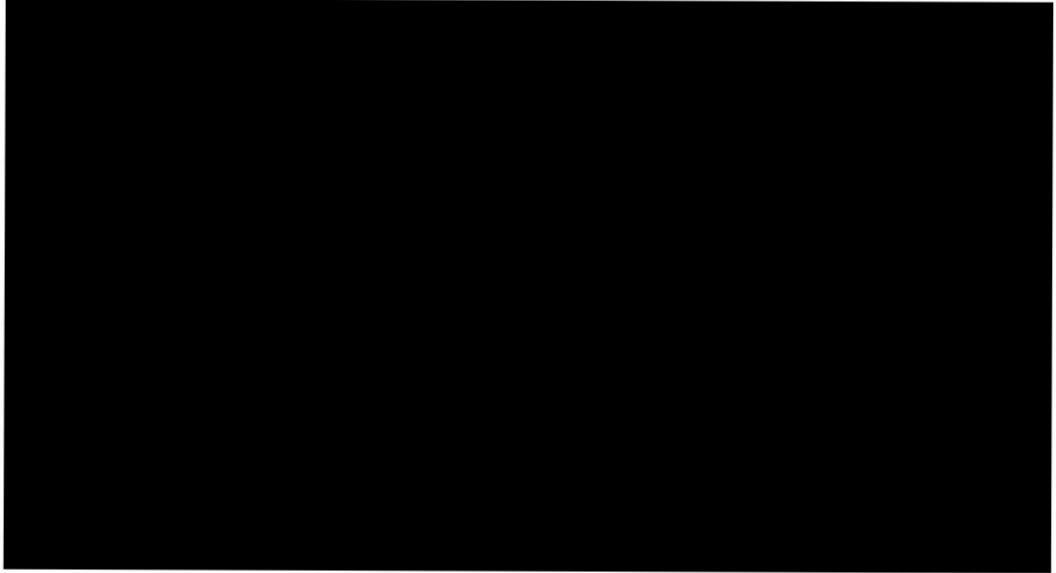
Ms. M. Madden, Director of Schools, presented the Schools Report for Mayo, Sligo and Leitrim Education and Training Board – **Appendix 6.**

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CHIEF EXECUTIVE'S REPORT.

Votes of Sympathy: The Meeting passed Votes of Sympathy to:

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Vote of Congratulations: The Meeting passed a Vote of Congratulations to:



ANNUAL REPORTS AND SERVICE PLANS:

The 2017 and 2018 Annual Reports and 2017 and 2018 Service Plans were circulated to the Board Members and were ratified on the proposal of Mr. E. Stenson and seconded by Mr. C. Hyland.

The CE thanked all involved in the production of the Plans.

ORGANISATIONAL RESOURCES FOR FINANCE & PROCUREMENT:

The Chairperson commented on the sub-standard and inadequate conditions that the Administrative Staff are working in at Head Office, Castlebar together with the current critical understaffing situation in MSLETB. Mr. M. Molloy spoke on the area of Procurement and Buildings and the need for the Office Staff to be looked after. He stated the present building is not suitable for the size of the operation. The CE suggested that a business case would be prepared in Draft and submitted to the DES. Mr. M. Molloy supported the suggestion and requested proper discussion and preparation before submitting the plan, as a matter of urgency. The CE informed the Meeting that there were incessant requests for Reports/Surveys for reply. The Director of OSD pointed out that currently there is one person looking after estates and capital for estates. There is a huge amount of work in Capital and Procurement area and we are finding it very challenging without a proper staffing cohort. He advised the meeting that we had procured the service of a consultant to develop a plan for our future needs of Head Office and that of the PLC who share our same campus. DES informed us that there is no money for corporate buildings but SOLAS are open to considering an annual lease. We have identified a location that could incorporate both HQ and CCFE. We will be keeping the Board informed of any developments.

CHILD PROTECTION PROCEDURES:

The CE read the acknowledgment of our correspondence to Mr. Hanevy's letter of 28.03.19 regarding the Child Protection Procedures for Primary and Post-Primary Schools 2017. The Department notes our assurance on behalf of MSLETB regarding full compliance with the procedures. Some Board Members expressed concern over our commitment to compliance.

Travel Abroad: The Meeting noted:

Sligo Training Centre:

- [REDACTED] travelling to National Exhibition Centre (NEC), Birmingham from 19 – 20 May 2019 to attend Beauty UK incl. Holistic Health, Hair UK and Barber UK.

WCFE: Erasmus Plus Inspection Visit

- [REDACTED] travelling to Germany from 9th – 12th June, 2019 in order to find suitable work placements for students (Animal Care) and establishing contacts.
- [REDACTED] travelling to Germany – new Erasmus+ partner, from 9th – 12th June, 2019.

Davitt College, Castlebar:

- [REDACTED] Erasmus Programme Visit to Sweden as Chairperson of Mayo Education Centre Management Committee – 20, 21, 22 May 2019.

NOMINATIONS TO THE FOLLOWING BOARDS

Ballinrobe Community School Board of Management: The Meeting nominated Mr. Tom Connolly, Mr. Richard Finn and Mr. Malachy Molloy w.e.f. 1st August, 2019, on the proposal of Ms. M. Bohan and seconded by Ms. D. Sheridan.

St. Attracta's Community School Board of Management: The Meeting nominated Mr. Seamus Kilgannon to replace Ms. Margaret Gormley, RIP, on the proposal of Mr. E. Stenson and seconded by Mr. K. O'Dowd.

St. Louis Community School, Kiltimagh, Board of Management: The Meeting nominated Mr. P. Kilbane, Mr. C. Hyland and Ms. Madden w.e.f. 1st August, 2019, on the proposal of Mr. T. Connolly and seconded by Ms. M. Bohan.

The Chairperson stated that "Many of the elected representative here sit on the Boards of Management of schools and are happy to do so, when schools are having their awards ceremony at year end, could they please consider inviting all the members of the BOM for their school as this does not happen in all locations. I'm sure those that can will attend"

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APPROVAL OF SUB-COMMITTEE MINUTES / POLICIES.

The Meeting adopted **the following Sub-Committee Minutes**, on the proposal of Mr. C. Hyland, seconded by Mr. T. Connolly.

Minutes of Boards of Management:

School Minutes

School	Date of Board of Management Meeting Minutes
Westport College of Further Education	21.03.19
Coláiste Iascaigh, Easkey, Co. Sligo	28.02.19 and 01.05.19
Coláiste Pobail Acla, Achill	09.04.19
Coláiste Chomáin	09.04.19

Minutes For Noting

St. Attracta's Community School	Minutes of BOM Meeting 02.04.2019
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The Meeting adopted **the following School Policies**, on the proposal of Ms. M. Bohan and seconded by Ms. D. Sheridan.

School Policies

Westport College of Further Education	<ul style="list-style-type: none"> Child Protection Oversight Report Template 3 – Checklist for Review of the Child Safeguarding Statement
Coláiste Iascaigh	<ul style="list-style-type: none"> Child Safeguarding Statement Template 1 – Child Safeguarding Risk Assessment Template One-to-One Guidance Counselling Procedure Work Experience Policy Policy on Safeguarding when Contractors are on school sites External / Visiting Speakers Policy Critical Incident Management Policy
Coláiste Pobail Acla	<ul style="list-style-type: none"> Wellbeing Policy Relationships and Sexuality Education Policy SPHE Policy
Corran College	<ul style="list-style-type: none"> Enrolment and Admissions Policy Critical Incident Management Plan

Documents for Noting

MSLETB	Complaint Procedure
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CORRESPONDENCE:

The **correspondence**, as circulated (**Appendix 7**), was noted.

The following **Department of Education and Skills Circular Letter** was adopted on the proposal of Mr. T. Connolly, seconded by Mr. E. Stenson.

Department of Education and Skills C.L. 0030/2019: Recruitment of Special Needs Assistants (SNAs) – Supplementary Assignment Arrangements for the 2019/20 school year.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0030_2019.pdf.

Department of Education and Skills C.L. 0031/2019: Diversification of Foreign Languages Provision in the Curriculum.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0031_2019.pdf.

VOTE OF THANKS:

The Chairperson, Mr. S. Kilgannon congratulated all involved in the refurbishment of the FET Centre in Swinford. As this was the last Meeting of the present Board, he expressed his gratitude to the Board for their support and friendship over the last five years and particularly during his tenure as Chairperson. Other Board Members joined in the sentiments.

This concluded the business of the Meeting.

Signed:


Chairperson

Date:

03/09/19

Head Office,
Newtown, **Castlebar**.



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*Bord Oideachais agus Cúlraí
Mídeáil Faoi Shliocht agus Iarrann
Mayo, Sligo and Leitrim
Education and Training Board*

**MAYO, SLIGO & LEITRIM ETB
Monthly Receipts & Payments - Combined Report**

Appendix 1

Apr-19

	OPERATING ACCOUNT							CAPITAL ACCOUNT				
	Pay	Non-Pay	Sundry Other	Training Centre Expend	Total Monthly Expenditure 2019	Total Monthly Expenditure 2018	Total Receipts 2019	Total Receipts 2018	Receipts 2019	Receipts 2018	Payments 2019	Payments 2018
	€,000	€,000	€,000	€,000	€,000	€,000	€,000	€,000	€,000	€,000	€,000	€,000
January	3,228	257	2,921	1,518	7,924	6,866	12,571	6,449	48	7	116	16
February	3,206	394	1,608	1,991	7,199	6,408	1,027	6,002	0	26	41	1
March	3,104	658	1,628	2,427	7,817	7,212	6,674	8,892	65	45	201	98
April	3,279	262	1,755	1,431	6,727	7,135	6,231	4,307	50	19	272	23
May					0							
June					0							
July					0							
August					0							
September					0							
October					0							
November					0							
December					0							
Total	12,817	1,571	7,912	7,367	29,667	27,621	26,503	25,650	163	97	630	138

Total Bank Account (current & capital monies) 2019

ETB Mayo Sligo & Leitrim

MONTH	Balance in Favour (against) Committee per last monthly Statement	Receipts	Payments	Balance in Favour (against) Committee at end of month
January	9,276,047	12,619,123	7,878,697	14,016,473
February	14,016,473	1,026,129	7,138,785	7,903,817
March	7,903,817	6,738,585	8,272,758	6,369,644
April	6,369,644	6,280,759	6,823,545	5,826,859
May				
June				
July				
August				
September				
October				
November				
December				
	9,276,047	26,664,596	30,113,785	5,826,859

Signed _____ Chief Executive

Date _____

Building Report as at 29th May for MSL ETB

✚ Additional Accommodation.

- **Coola Post Primary School: Roll No 72310U**
Engineering Room, Preparation Room, Home Economics Room, Science Laboratory, Science Preparation Room, Arts Room and Project Store.
Project split into enabling works and main build – enabling works complete – main build Tender Report is with the DoES for full approval to proceed.
- **Grange Post Primary School: Roll No 72330D**
2 x 58.6m² General classrooms, 1 x 38.5m² General classroom, 1 x 118.6m² Home Economics Room, 1 x 149m² Construction Studies/Technology Room & preparation area x 58.6m², 1 x Toilet Block x 20m², 1 Toilet Block x 30m² & student entrance including circulation.
Full approval of this grant received. Appointment of a full Design Team has commenced.
- **Coláiste Iascaigh: Roll No 72320A**
2 x General Classrooms with 2 x WC's and 1 x WC for assisted users (126.5m²) & 1 x Science Lab and Prep Area (110m²) & Reconfiguration of existing Science lab to provide SET & office space.
DoES Approval to proceed to Construction received on 9th April, 2019. Letter of Acceptance has issued to the Contractor with a pre-start meeting scheduled for Tuesday 4th June.
- **St Joseph's Community College, Charlestown: Roll No. 76334I**
Acquisition of this Property.
The DoES has confirmed that it has no objection and MSLETB are proceeding with the legal issues around this acquisition.
- **Carrigallen Vocational School: Roll No 71540J**
3 x 49m² classrooms, 1 x 15m² SET room, 2 x WC's & 1 x WC for assisted users - sanction received. Consultant appointed. Costings ready for submission to DoES.
- **St. Tiernan's College, Crossmolina: Roll No 72100J**
5 x General Classrooms (Replacement of Prefabricated Classrooms) & Associated Works.
Contractor is on-site and works are progressing well. Works will have to be cut back while State examinations proceed for 2 weeks
- **St Joseph's Community College, Charlestown:**
Provision of New Engineering Room (Temporary) - Furniture & Equipment almost completed. Reconfiguration works to form larger metalwork/engineering room nearing completion snagging being done.

- **St. Tiernan's College, Crossmolina: Roll No 72100J**
Application lodged for Additional Accommodation and Refurbishment of existing accommodation

Temporary Accommodation.

- **Grange Post Primary School: Roll No. 72230D**
Rental of accommodation approved up to 31st December, 2019.
- **St. Tiernan's College, Crossmolina: Roll No 72100J**
Rental of accommodation approved up to 31st December, 2019.
- **Coola Post Primary School: Roll No 72310U**
Rental of accommodation approved up to 30th June, 2020.
- **Carrigallen Vocational School: Roll No. 71540J**
Application submitted for 2 Temporary classrooms for August 2019.
- **St. Tiernan's College, Crossmolina: Roll No 72100J**
Application submitted for relocation of existing temporary accommodation due to additional accommodation on the site.
- **Coláiste Iascaigh: Roll No. 72320A**
Application for 2 temporary classrooms being prepared.

Emergency Works 2018.

- **Moyne College:**
Application submitted for Universal Access works in and around the school [REDACTED] Full approval granted.
Consultant appointed. Awaiting tender report.
- **Coola Post Primary School: Roll No 72310U**
Application submitted to DoES for roof repair works. Costings approved and approval granted. Consultant appointed. Going to tender by 15th June.
- **Lough Allen College: Roll No. 71560P**
Application submitted to DoES for roof repairs. Full approval granted. May 2019. Consultant being appointed.
- **Drumshanbo Vocational School: Roll No. 71570S**
Application lodged for structural works [REDACTED]
- **Coláiste Iascaigh: Roll No. 72320A**
Application lodged for structural works to the floor in the Technical Drawing Room.
- **St. Tiernan's College: Roll No.: 72100J**
Application lodged for Dust Extraction System.

Sports Capital Funding.

- **Coola Post Primary School:**
Works nearing completion on the development of an all-weather surface pitch, associated site works, fencing, lighting & services.

Summer Works Scheme 2016 & 2017.

- **Corran College** – Other Structural Works – Floor replacement in the central concourse area. Consultant appointed. Surveys being prepared. Works gone to tender.
- **Moyne College** – Other Structural Works – Floor replacement in main corridors & G.P. area. Consultant appointed. Awaiting tender report.
- **St. Patrick's College, Lacken Cross** – curricular requirements – Library Space Development Works. Consultant appointed. Going to tender 31st May, 2019.

Summer Works Scheme 2020 onwards.

- Applications being submitted by 15 out of 17 schools eligible to apply.

Non ETB Schools Project.

Additional Accommodation.

- **Glencastle National School: Roll No 13222P**
Support & Assistance associated with this building project (617m²)

Organisation Support & Development

Mayo Sligo & Leitrim ETB

4th June 2019

HUMAN RESOURCES REPORT – June 2019

- Post of Responsibility interviews for Leadership and Management posts in post primary schools ongoing in Mayo, Sligo and Leitrim.
- Advertising of administrative posts sanctioned by the DES has commenced.
- Music Generation Development Officer Sligo has been advertised - closing date 7th June 2019.
- MSLETB has commenced communicating with Tutors regarding their salary options under BTEI Conversion.
- Work ongoing in Pensions Department including work on a number of specific projects to be completed.
- Work has commenced regarding Teacher Allocation for the 2019/2020 academic year and MSLETB has advertised a number of Teaching Posts for the 2019/2020 academic year.

Corporate Services:

- Conclusion of MSLETB Staff Elections 2019, and confirmation that the following candidates have been deemed elected to the MSLETB Board for 2019:

Nicole McGowan Sligo College of Further Education/ Ballinode Community College,
Clarion Road, Sligo

Patrick Coffey of Carrigallen Vocational School, Carrigallen, Co. Leitrim.

- Assisting Internal Procurement Auditor in ongoing audit.
- FOI appeal being deliberated.
- Ongoing Data Protection Breach investigation.
- Service Plan 2018 is awaiting final approval before sign off.
- Ongoing procurement projects including the school books project, procurement of pc & notebooks, and tablet devices.
- Ongoing investigations into personal injury claims by students and employees.

Finance

- Seven out of seventeen schools are using the online receipting tool – Way2Pay. Further training to be provided to the schools in early September to assist and encourage the remaining schools to use the tool in the new school year.
- Initial communication on the use of DCS (part-time teachers / tutor pay claims system) for other Further Education programmes (Adult Literacy, BTEI, Community Education etc.) was

conducted in May with further engagement scheduled for June. VTOS & Youthreach programme tutors have already transitioned to DCS from April 19.

- Both the Corporate Service and Finance functions have been engaged and assisting external auditors KOSI Corporation (contract auditor on behalf of IAU-ETB's) for the past 3 / 4 weeks in a Procurement Audit across the ETB. We would expect to receive the first draft of their report in the next 2/3 months.
- The transfer of payroll to Payroll Shared Services is commencing with 1 ETB in late June 2019. There are 3 waves and MSLETB is in the 3rd wave. We expect to transition to Payroll Shared Services in late 2020 / early 2021. Significant internal "readiness" work has to take place in advance of this date.
- The Request for Tender document for the Finance / Creditors part of Shared Services was published on 21st December 2018. This project will improve the financial reporting process within each ETB.

Board Report June 2019

04 June 2019

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No.	Administration ICT Project
	Specifications for ICT equipment and services to consolidate server Infrastructure at the 3 ETB offices have been drawn up and will go to tender shortly.
	The introduction of Electronic Payslips for all staff will be implemented from January 1st 2020 but Admin staff will start getting electronic payslips before the end of this year.
	Tender to update all MSLETB service websites has been completed and awarded and the first sites will be created in the next few weeks. Over the coming few years all MSLETB services with websites will be migrated to this centrally managed service as existing contracts which services have with existing suppliers come to an end.
	New Pensions information site for staff has been added to SCORE (Staff Intranet)
Schools / Colleges of Further Education	
	The remaining schools will have their WIFI Services upgraded during the summer holidays.
	The school holidays period will be used to do the following ICT works <ul style="list-style-type: none"> • Upgrade remaining PCs to windows 10 • Move data on 8 school servers to MSLETB Office 365 cloud services to provide access to learning and other resources from home for students and teachers. • Complete annual maintenance on all IT equipment in preparation for the new school year.

Further Education and Training Centres	
	Blended learning course in Technology Enhanced Learning has started with the staff of Kiltimagh FET centre and will be rolled out to all staff over the coming year. This course is also available via the staff Moodle platform where online resources to help all FET staff with TEL are provided.
	Upgrade of ICT facilities at Swinford FET Centre is proceeding with the provision of new furniture and PCs etc in the VTOS classrooms. One further classroom will be dedicated to CPD services for staff to support Technology enhanced Learning.
	Broadband services at many FET sites are now inadequate due to the increased use of Web based services for learning and a tender is being prepared to enhance these services. A further 2 centres can avail of improved broadband via our Post Primary schools broadband
	All FET Quality assurance documents have now been migrated to the new SCORE (Staff Intranet) and are accessible to all FET staff
	Additional Laptops will be provided in many FET centres and these will be prepared and delivered in time for the coming academic year.

Further Education and Training Report – MSLETB BOM Meeting, June 2019

NOTES, ITEMS OF INTEREST

- **Buildings (all FET Buildings under review):**
Market Yard → Fully operational, hope to have official launch in late Summer;
Swinford → 95 % complete, target next ETB BOM Meeting in Mayo in new training/ conference room;
Achill → significant upgrade works in progress; **Claremorris** → Complete currently snagging, hope to move in early June;
Training Centre extension to kitchen → Gone to tender; **Quay Street** → Prep tender for phase 1 and 2, remodelling entrance and ground floor
CCFE → under review; **Drumshanbo VTOS** → Move complete, site meeting to review and close in Dec; **Drumshanbo Outdoor Ed Programmes (Lough Allen)** → Currently finalising move into purpose built Outdoor Centre.
SCFE → Report and response to SOLAS on redevelopment, currently resubmitted plans to SOLAS for capital allocation in '19; **NCC** → Under review; **Mohill Vocational School** → under review;
- **QA: MSLETB is the national lead in the Validation of new FET awards In Agriculture** – Validation event in early May, MSLETB is the first ETB to lead a validation under the new criteria and 1st to validate a blended programme;
QQI – submitted Quality Improvement Plan 2019 and met QQI in early May- QQI said – MSLETB is a lead ETB and QQI are very happy to support.. in any possible”.
- **New FET Strategy** – currently SOLAS has launched consultation for new FET Strategy
<http://www.solas.ie/Pages/FETStrategy.aspx>
- **New Apprenticeships:**
Butchery – Commenced – Launched 18th April by [REDACTED]
Sales – Preparing for validation in Summer, appointment of new National Programme Manager – [REDACTED]
Chef – commenced in Sligo TC;
ICT – 3 possible – Hardware, Software or Cyber Security –project team currently recruiting employers.
Childcare – MSLETB in consultation with Childcare Sector and SOLAS
- **New Traineeships, expansion; Healthcare part-time** in employment programme in development;
Broadcasting – commenced through Rosssport and contracted training; **Certified Public Accountants** – commence in Mch; **Childcare** – for people in employment, L5, in development; **Equestrian** etc
- **SOLAS Strategic Performance Agreement** – Launched in January.
 Business planning cycle 2019 completed **Funding application request submitted to SOLAS. MSLETB has been receiving additional funding year on year. Budget bit of €33.3+ Million approved.**
New programme for training people in employment – Skills to Advance, MSLETB currently planning roll out
- **HR matters**, New posts to be filled/ business cases for additional posts – PD,TEL, FARR/PLSS and Skills to Advance.
 Clerical support review, BTEI conversion, part-time Tutor issues etc;
- **TEL RFT specialist** to lead the development of Blended Learning in MSLETB - [REDACTED] Blended Learning Pilot Group to implement blended learning communications in all L5 programmes in 2018/2019;
 Working with SOLAS eCollege on LMS; **TEL improvements**, audits and implementation of strategy
 Whole range of TEL Procurement: Projectors: Ultra-Short Throw, Projector: Long-throw, Wireless AP, Network switches, Laptop trollies, Laptops, Smartboard (for Market Yard)(i.e. interactive LCD screens), Surface Pros, Digital signage,(3 x 55” screens), Apple iMacs, Surface Studios, Servers etc in Post-Primary Schools for running FET.
- **Other....**

Schools Report-4th June 2019

- Senior management Posts of Responsibilities -training for all API's (new and existing) took place on 17th May 2019. This training was facilitated by [REDACTED] and feedback was extremely positive. More training will be organised during the next academic year.
- Principals received training in the report and review aspect of the Management Posts. [REDACTED] facilitated this training.
- ETBI is currently finalising its Patrons Framework for all schools. Each Principal has had 2 workshops in relation to this. It is hoped that training on this framework will take place next year. DCU is offering a Post Graduate Diploma course designed to develop expertise in multid denominational education. MSLETB has agreed to offer 2 bursaries to fund 2 teachers to do this course. It is hoped that these teachers would support MSLETB when rolling out the implementation of the Patrons Framework.
- MSLETB schools took part in a Road Safety initiative with local County Councils on May Bank holiday.
- Graduation events took place in MSLETB schools over the past month.
- CPD-Over night seminar for all Principals took place in the Park hotel in Kiltimach on 4th/5th April. The second day was the Wellbeing launch. Feedback was very positive. Wellbeing initiative included medical checks and keynote speakers on wellness topics. Powr (digital health platform) is also a tool that has been made available to all staff in phase 1 of this initiative.
- Interviews for the Graduate Diploma in Guidance Counselling as an outreach of DCU based in Sligo were completed and the course will begin on August 23rd. Twenty one students are due to start on this outreach programme.
- WSE/MLL took place in Carrigallen Vocational School in April 2019.
- Meetings with all Principals in relation to teacher allocation took place in March/April. Allocation still in process.
- Child Protection Level 3 Inspections -pilot is now completed and now can take place in any Post Primary School.
- Special Education Needs inspections can also take place in any Post Primary School.
- New Boards of Managements for all Schools will be in place in September 2019 and training will be provided for all new boards.

Bord Oideachais & Oiliúna Mhaigh Eo, Shligigh & Liatroma
Mayo, Sligo and Leitrim Education and Training Board
4th June, 2019

CORRESPONDENCE FROM THE D.E.S.:

The following items of correspondence received from the Department of Education & Skills, were placed before the Committee.

16.04.2019	D.E.S. Inspectorate: Draft Report for Factual Verification – Subject Inspection in Business – Grange Post Primary School, Co. Sligo.
17.04.2019	D.E.S. Inspectorate: Draft Report for Factual Verification – WSE/MLL – Carrigallen Vocational School, Carrigallen.
30.04.2019	D.E.S. Educational Research Centre: Scéim Aitheantais Scoileanna Gaeltachta - Staidéar Taighde agus Meastóireachta - An Chéad Chéim – St. Brendan’s Belmullet.
30.04.2019	D.E.S. Inspectorate: Scéim Aitheantais Scoileanna Gaeltachta - Staidéar Taighde agus Meastóireachta - An Chéad Chéim – Coláiste Chomain, Rossport.
30.04.2019	D.E.S. Inspectorate: Scéim Aitheantais Scoileanna Gaeltachta - Staidéar Taighde agus Meastóireachta - An Chéad Chéim –Coláiste Pobail Acla, Achill.
07.05.2019	D.E.S. Inspectorate: Draft Report for Factual Verification – Subject Inspection in English - St. Brendan’s College, Belmullet.
08.05.2019	D.E.S. Inspectorate: Draft Report for Factual Verification – Subject Inspection in Business - St. Patrick’s College, Lacken Cross.
08.05.2019	D.E.S. Inspectorate: School Response – WSE/MLL - Carrigallen Vocational School, Carrigallen.
24.05.2019	D.E.S. Inspectorate: School Response – Subject Inspection in Business - Grange Post Primary School, Grange.
13.05.2019	D.E.S. Inspectorate: Draft Report for Factual Verification – Follow-Through Inspection WSE-MLL - Drumshanbo Vocational School, Drumshanbo.
13.05.2019	D.E.S. Inspectorate: Draft Report for Factual Verification – Follow Through Inspection in Physical Education (PE) - Mohill Community College, Mohill.
14.05.2019	D.E.S. Inspectorate: Subject Inspection Physical Education – Report for School Response – Ballinamore Community School, Ballinamore.
14.05.2019	D.E.S. Inspectorate: Programme Evaluation in Ty
14.05.2019	D.E.S. Inspectorate: Programme Evaluation in TY – St. Tiernan’s College, Crossmolina.

16.05.2019	D.E.S. Inspectorate: Subject Inspection in Business – Report for School Response – Lacken Cross, Killala.
21.05.2019	D.E.S. Inspectorate: Follow-Through Inspection in Physical Education (PE) – Report for School Response – Mohill Community School, Mohill.
23.05.2019	D.E.S. Inspectorate: Follow-Through Inspection WSE-MLL – Report for School Response – Drumshanbo Vocaitonal School, Drumshanbo.
29.05.2019	D.E.S. Inspectorate: DEIS Evaluation Report - Coláiste Pobail Acla.
30.05.2019	D.E.S. Inspectorate: WSE/MLL Carrigallen Vocational School

CORRESPONDENCES FROM OTHER GOVERNMENT DEPARTMENTS:

30.04.2019	Department of Health: Drug and Alcohol Task Force 2019 Funding MSLETB.
April 2019	Reforming Youth funding DCYA Update – Issue 2.
24.05.2019	Department of Children & Youth Affairs (DYCA) Annual Progress Reports & Audited Accounts for 2018 – Project Based Funding Scheme

CORRESPONDENCES FROM ETBI:

26.04.2019	ETBI: Minister Announces new primary School for Ashbourne, Co. Meath
29.04.2019	ETBI: Further Education & Training News – April 2019, Issue No.4

OTHER CORRESPONDENCE:

16.04.2019	Irish Association of Youth Orchestras (IAYO) Newsnotes – April 2019
17.04.2019	Irish Association of Youth Orchestras (IAYO) – Turns 25 – 25 th Festival of Youth Orchestras
17.04.2019	Charities Regulator News – Issue 5, Spring 2019
17.04.2019	Reminder - Mason Hayes & Curran Event Survey 2019
18.04.2019	Irish Association of Youth Orchestras (IAYO) – Funding Opportunities

18.04.2019	Irish Business and Employers Confederation (IBEC) – Stay Connected - Food Services Newwork meeting – 14 May, 2019
17.05.2019	Irish Business and Employers Confederation (IBEC) – Quarterly Economic Outlook 2019
24.04.2019	Irish Association of Youth Orchestras (IAYO) – Summer Music Source information 2019
24.04.2019	AONTAS – Newsletter – April 2019
24.04.2019	The National Centre for Guidance in Education (NCGE) – Independent Review of Career Guidance Tools and Information
29.04.2019	Irish Business and Employers Confederation (IBEC) – Ibec launches European Election 2019, MEP debates in Dublin, Cork and Galway
03.05.2019	Association of Community & comprehensive Schools – Newsletter Issue 4 2018/2019
03.05.2019	Adult Guidance Association (AGA) – Stakeholders update
07.05.2019	BeLong To – sharing the Learning – Strategic Plan 2019-2021 and Annual Report 2018
09.05.2019	Mason Hayes & Curran – Corporate Crime, New Data Protection Guidelines and More – Irish Legal Update May 2019
09.05.2019	Irish Business and Employers Confederation (IBEC) – ibec Networks Engage – Stand and Learn – Issue 21 May 2019
10.05.2019	National Adult Literacy Agency (NALA), Use your vote to show #LiteracyMatters
13.05.2019	National Centre for Guidance in Education (NCGE), May Bulletin issue 9.0
16.05.2019	BeLongTo – LGBT+ National School Climate Survey
22.05.2019	Irish Association of Youth Orchestras (IAYO) Newsnotes – May 2019
24.05.2019	Irish Business and Employers Confederation (IBEC) – Breakfast Briefing invite: Cyber security strategies
24.05.2019	The National Centre for Guidance in Education (NCGE) – Guidance Matters Spring 2019 / Issue 2
27.05.2019	AONTAS – Celebrating Fifty Years – May 2019 Newsletter
28.05.2019	Breacadh – Príomhíris Náisiúnta na Gaeilge – Bealtaine 2019 – Eagrán 45
29.05.2019	Western Development Commission (WDC) - Newsletter

Appendix 8

Circulars 04.06.19

Department of Education and Skills C.L. 0030/2019: Recruitment of Special Needs Assistants (SNAs) – Supplementary Assignment Arrangements for the 2019/20 school year.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0030_2019.pdf.

Department of Education and Skills C.L. 0031/2019: Diversification of Foreign Languages Provision in the Curriculum.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0031_2019.pdf.