

MAYO SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

MINUTES OF THE PROCEEDINGS OF THE MEETING
HELD ON TUESDAY 3rd SEPTEMBER, 2019, AT 4.00 P.M.
IN THE MSLETB FET CENTRE, CASTLEBAR, CO. MAYO

Mmes D. Sheridan, M.C.C.,
 M. Bohan, L.C.C.,
 R. O'Grady, S.C.C.,
 S. Finan
 N. McGowan
 J. Van Aswegen.
Messrs. J. Caulfield, M.C.C.,
 S. Carey, M.C.C.,
 T. Connolly, M.C.C.,
 C. Hyland, M.C.C.,
 R. Finn, M.C.C.,
 P. O'Rourke, L.C.C.,
 E. Stenson, L.C.C.,
 C. MacManus, S.C.C.,
 G. Murphy,
 P. Coffey,
 M. Molloy,
 S. Kilgannon,
 P. Forde.

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.

APOLOGIES FOR INABILITY TO ATTEND MEETING

Apologies for inability to attend Meeting were received from Mmes. M. Casserly, S.C.C., S. Finan and P. Ni Thaidhg.

Mr. T. Grady, C.E., welcomed Members to the first meeting of the complete Mayo, Sligo and Leitrim Education and Training Board. He welcomed the five nominees from the Bodies specified by the Minister in accordance with Section 30 (II) (a) of the Education and Training Boards Act 2013 – Dr. J. Van Aswegen, Ms. P. Ni Thaidhg, Mr. M. Molloy, Mr. S. Kilgannon and Mr. P. Forde.

He expressed his gratitude to the previous Mayo, Sligo and Leitrim Education and Training Board Members who contributed so much during their term of office as Board Members of MSLETB.

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ELECTION OF CHAIRPERSON

Mr. P. O'Rourke proposed Ms. M. Bohan as Chairperson, seconded by Ms. R. O'Grady. Ms. M. Bohan was formally declared elected as Chairperson of Mayo, Sligo and Leitrim Education and Training Board. Ms. M. Bohan thanked her proposer and seconder and everyone for supporting the Chair. She said it was a great honour to be Chairperson and it is her first time to become Chairperson of MSLETB. She said she is looking forward to working and carrying out the duties in a fair manner. She welcomed the newly elected members who joined the Board and stated it is our role as members of the Board to carry out the functions of the ETB as a Body.

Mr. P. O'Rourke agreed with the continuation of rotation the Chairperson between the three counties and said it would be Mayo's turn next year.

ELECTION OF DEPUTY CHAIRPERSON

Mr. J. Caulfield proposed Mr. R. Finn as Deputy Chairperson, seconded by Mr. C. Hyland. Mr. R. Finn was formally declared elected as Deputy Chairperson.

CONFIRMATION OF ELIGIBILITY CRITERIA OF FIVE MEMBERS FROM THE NOMINATIONS RECEIVED FROM THE BODIES SPECIFIED BY THE MINISTER IN ACCORDANCE WITH SECTION 30 (11) (a) OF THE EDUCATION AND TRAINING BOARDS ACT 2013.

The CE acknowledged receipt of signed and completed declarations from the five members confirming that they satisfy the conditions outlined by the DES. Their appointments were ratified on the proposal of Mr. R. Finn and seconded by Mr. C. Hyland.

ADOPTION OF MINUTES

The Minutes of:

- MSLETB Board Meeting, held on 4th June, 2019, were adopted on the proposal of Mr. C. Hyland, seconded by Mr. E. Stenson.
- MSLETB Board Meeting held on 27th June, 2019, were adopted on the proposal of Mr. P. O'Rourke, seconded by Mr. S. Kilgannon.
- MSLETB Board Meeting held on 25th July, 2019, were adopted on the proposal of Mr. P. O'Rourke, seconded by Mr. C. MacManus.
- MSLETB Board Meeting held on 31st July, 2019, were adopted on the proposal of Mr. G. Murphy, seconded by Mr. J. Caulfield.

MATTERS ARISING

Mr. R. Finn referred to the nominations to the St. Louis Community School, Kiltimagh, Board of Management in the 4th June, 2019 Minutes. He served on that Board of Management and felt aggrieved that he did not get re-nominated. It was agreed that the CE and Mr. R. Finn would meet to discuss.

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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 **July, 2019**. Total expenditure amounted to **€50,349,000** with total receipts of **€50,910,000**. Total expenditure on the Capital Account amounted to **€1,188,000**, with total receipts of **€1,275,000**. The Bank Balance at the end of July 2019 was **€10,051,887**. The Meeting approved the Financial Report (**Appendix 1**), on the proposal of Ms. D. Sheridan, seconded by Mr. S. Kilgannon.

BUILDING REPORT.

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

Dr. J. Van Aswegen enquired about the application that is lodged for a Special Needs Unit in Ballinode College, Sligo and was informed that the Unit is to accommodate a special class of students with additional needs.

Mr. P. O'Rourke stated that the successful application under CLAR for works at Carrigallen VS were completed.

Cllr. P. O'Rourke enquired about the up to date situation in relation to Carrigallen VS and the purchase of the adjoining site. He reiterated that the issue will never be resolved until the adjoining area is purchased. Mr. P. Howley stated that following receipt of the report, by Road Safety Matters (RSM) – a professional Road Safety Consultancy Practice, commissioned by MSLETB, to identify potential threats and hazards at Carrigallen VS in order to make recommendations on their minimisation, a further application will be compiled and considered for application to DES. Mr. P. O'Rourke stated that all our requirements should set out our needs in terms of the huge increase in school population and the appointment of a PE Teacher with no gym or classroom. He stated that he is hopeful of solid reasoning and the only solution is to purchase the adjoining property.

Mr. P. Coffey stated that the two temporary classrooms are on a tarmac area due to the testing site. He felt that the addition of PE will strengthen our case for our request to purchase adjoining property.

Mr. S. Kilgannon thanked everyone involved in progressing Coola PPS and Grange PPS projects. He stated that Temporary Accommodation was required in Ballinode College.

Regarding the use of Davitt College School Pitch, Ms. D. Sheridan informed the Board Members that plans were presented by Castlebar Mitchels (Ladies) regarding the erection of dug-outs and changing areas within the school pitch area and expressed the view that it would be of great benefit to the school and local community. The OSD Director had briefly discussed the situation with the Principal and felt that the location of same needed to be relocated but that MSLETB were in full agreement with the proposal.

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**.

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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 FET Centre, Castlebar. He presented the Further Education and Training Report for Mayo, Sligo and Leitrim Education and Training Board – **Appendix 5.**

Mr. S. Kilgannon complimented the Training aspect for the new Apprenticeships & Traineeships and said it is all good and encouraging news.

Mr. P. Forde acknowledged the tremendous work going on in Further Education but felt Apprenticeships needs more promotion. Mr. G. Murphy suggested hosting a taster week for apprenticeship. Mr. S. Kilgannon requested more intense promotion, by Career Guidance Teachers, of apprenticeships and graduates to go to ITs. M. J. Caulfield said that there needed to be a review of the points system.

Dr. J. Van Aswegen spoke about the consultation event with AHEAD and the FET sector on Developing Guidelines for Universal Design for Learning for Further Education and Training. Mr. P. Egan, Director of FET said that he would contact Dr. Van Aswegen and consult with her in relation to same.

Mr. T. Grady, CE, stated that our Principals were well informed in relation to information and guidance on Apprenticeships. He acknowledged the FET report from the Director and is proud of the work that is going on. He stated that we are doing well in terms of our activity in the national context. This is not by accident but because of the ongoing good proactive, innovative and developmental approach being taken on by our people across the organisation and a strong ethos in what we are about and doing in our community.

Ms. M. Madden, Director of Schools, congratulated our MSLETB Leaving Certificate students and said it's not all about high points it's about getting what they want to do. We are leading the way on Apprenticeships and she thanked all staff involved. At every Principals meeting we give an input on FET and Ms. C. Powell, AEO went into the schools to facilitate the flow of information more effectively between FET, school staff and students.

SCHOOLS REPORT.

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

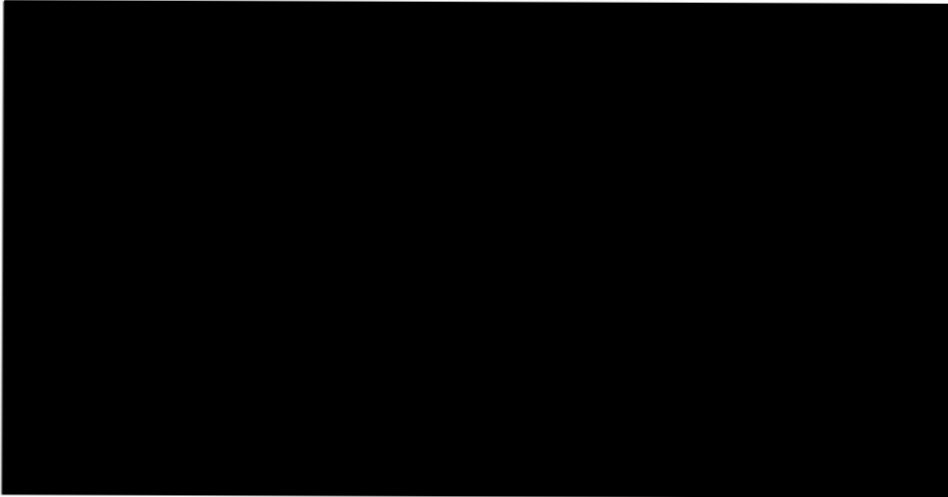
Cllr. Chris MacManus sought clarification on Circular Letter 0013/2018 - Religious instruction and worship in certain second level schools in the context of Article 44.2.4 of the Constitution of Ireland and Section 30 of the Education Act 1998. Ms. M. Madden informed him that ETBI had sought clarification.

Ms. C. Hyland spoke about the importance of Child Protection Procedures and Child Safeguarding in schools. Ms. M. Madden stated that training will be provided for all Board Members in Child Protection as it is such an important area.

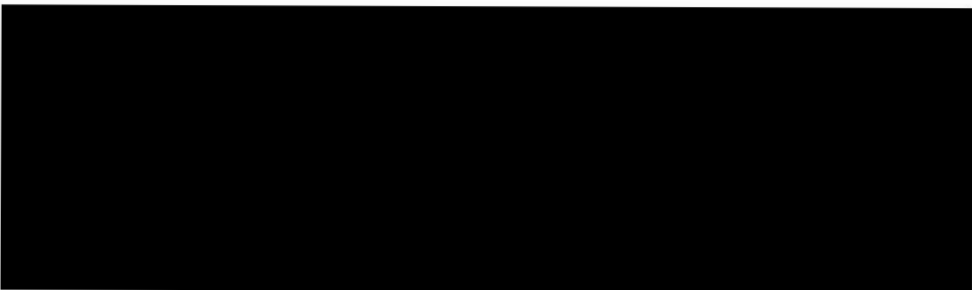
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CHIEF EXECUTIVE'S REPORT.

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

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Votes of Congratulations: The Meeting passed Votes of Congratulations to:

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DEPARTMENT OF EDUCATION AND SKILLS

- The CE informed the Board Members that we were informed by letter dated 3rd July, 2019 that the Minister for Education and Skills advises, pursuant to Sections 44 and 45 of the Education and Training Boards Act 2013, that the Minister has directed that the term of office of Finance, Audit & Risk Committees and Boards of Management of Schools and other centres of education operated by MSLETB may be extended to 30th November 2019 in order to facilitate transition and to ensure continuity of governance and oversight during this period of changeover from the current Committees and Boards to the new Committees and Boards of ETBs.
- Letter dated 12th June, 2019 regarding the recommended change by the CE Forum of the term used to describe 14 MSLETB ETB 'non-designated' schools from 'inter-denominational' to 'multi-denominational'. These schools will be listed on the Patron's Register and any other relevant registers in the DES as 'multi-denominational'. Also the designated Community Colleges, (3) each of which has a Trustee Partner. We will write to the Forward Planning Section, DES following engagement with the relevant trustee partners.

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CHIEF EXECUTIVE'S REPORT (cont.)

ETBI: Legal Services Support Unit: Further to a discussion by the previous Board on videoconferencing for Board Meeting and a decision to place before the new Board it was proposed by Mr. M. Molloy and seconded by Mr. J. Caulfield that in exceptional circumstances where a quorum wasn't possible and a decision had to be made within a time constraint, videoconferencing will be permitted.

ETBI: Community National Schools: The CE informed the Board Member of communication received regarding the primary sector growing from 14 schools in 2018/2019 to 24 schools opening as CNSs in September. Since ETBs took over the patronage of Community National Schools in 2016, there has been an increase of 13 schools.

The combination of a multidenominational ethos and the supports offered to schools by ETBs and ETBI is proving very attractive to existing schools.

Kerry ETB Announcement re Community National Schools: Kerry ETB are delighted to announce the transfer of patronage to Kerry ETB from the Diocese of Kerry for Scoil an Ghleanna, Ballinskelligs and Tahilla National School, Sneem. They will both open under the patronage of Kerry ETB from the start of the 2019/2020 academic year.

Code of Practice for the Governance of ETBs (DES Circular Letter 02/2019): Due to the somewhat delayed and phased rollout of comprehensive training for Boards which ETBI are delivering on behalf of the sector, the CE indicated he proposes to have the Head of Corporate Governance, Ms. O. Reilly give a short presentation at our next Board Meeting.

Travel Abroad: The Meeting noted:

Coláiste Chomáin: [REDACTED] travelling to Helsinki, Finland, for an Erasmus+ program for the completion of the 2017 – 2019 Erasmus + Ecobusiness Program from 24 – 28 June 2019.

Westport College of Further Education:

- [REDACTED] travelling to Cornwall UK from 15th – 17th August 2019 to visit new Erasmus + Partner in UK.
- [REDACTED] travelling to Ragdale Hall to establish 2 x 3 month Erasmus+ Scholarships in Beauty from 23 – 25 September 2019.
- [REDACTED] travelling to Athens, Greece to visit a partner college in Athens to review management practices from 27th – 31st October, 2019.

NOMINATIONS TO THE FOLLOWING BOARDS

Music Generation Sligo: A request received from Dorothy Clarke, Director of Services, Sligo County Council, to nominate [REDACTED], Asst. Arts Officer to replace [REDACTED] was approved on the proposal of Mr. S. Kilgannon, seconded by Mr. T. Connolly.

Governing Body Membership – IT Sligo. The Meeting nominated Cllr. R. O'Grady, on the proposal of Mr. S. Kilgannon and seconded by Cllr. C. MacManus under Section 6 (4)(1) 9a) and (b) of the Institutes of Technology Acts, 1992 and 2006. Her term of office will expire on 31st March 2020, as replacement nominee for Cllr. M. Gormley RIP. Cllr. R. O'Grady thanked her proposer and seconder. She said she feels honoured to follow the footsteps of her predecessor and will do her best.

NOMINATIONS TO THE FOLLOWING BOARDS (cont.)

Student Nominees to the Governing Body of I.T. Sligo: The Meeting approved the nomination of [REDACTED] (ITSSU President), [REDACTED] and [REDACTED] (Nominated Learner), [REDACTED] to serve on the Governing Body of IT Sligo for the forthcoming academic year (1 September, 2019 to 31 August 2020) on the proposal of Mr. C. MacManus and seconded by Mr. S. Kilgannon in accordance with Section 6 (4)(1)(e) of the Institutes of Technology Acts, 1992 and 2006.

Boards of Management and Committees: The CE thanked the Members of the previous Boards of Management for their service to the Boards. The CE informed the Meeting that the MSLETB Members Questionnaire re Boards of Management, circulated to Members will assist the Task Group to populate the various Boards of Management / Committees. The Chief Executive requested nominees to the Task Group to assist in populating the various Boards of Management / Committees and the following members were nominated:- Ms. M. Bohan (Chairperson), Mr. S. Kilgannon, Ms. D. Sheridan, Mr. M. Molloy and Mr. C. Hyland. A tentative date of 14th / 15th October was set for the Task Group to meet. It was also agreed to write to the unsuccessful nominated candidates, who were not appointed in the 5 additional Members to MSLETB, to request their interest in becoming a member of relevant Boards or Committees.

NOMINATION OF MSLETB DELEGATES TO ETBI ANNUAL CONFERENCE

The Chief Executive informed the Meeting that the ETBI Annual Conference 2019 will take place on 25 – 26 September, 2019, in the Sheraton Athlone Hotel, Gleeson Street, Loughanaskin, Athlone, Co. Westmeath N37 D953. The Board nominated the following delegates to the Conference:

Ms. Mary Bohan (Voting Delegate), **Mr. Seamus Kilgannon** (Voting Delegate), **Ms. Donna Sheridan** (Voting Delegate), **Mr. Paddy O'Rourke** (Voting Delegate), **Ms. Rosaleen O'Grady** (Voting Delegate), Mr. Christy Hyland, Mr. Pat Coffey, Ms. Jennifer Van Aswegen, Mr. Tom Connolly, Mr. Richard Finn and Mr. Pat Coffey. Mr. Malachy Molloy and Ms. Nicole McGowan were nominated as substitutes for the event.

MSLETB NOMINATION TO ETBI RESERVE MEMBERS FORUM

The Meeting unanimously renominated Ms. Mary Bohan, as the representative of Mayo, Sligo and Leitrim ETB to the ETBI Reserve Members Forum, for a further three year period, proposed by Mr. S. Kilgannon, seconded by Mr. P. Forde

MSLETB NOMINATION TO IRISH PUBLIC BODIES MUTUAL INSURANCES

The Meeting unanimously nominated Mr. S. Kilgannon, as the representative of Mayo, Sligo and Leitrim ETB to Irish Public Bodies Mutual Insurances for the period 2019 – 2024 on the proposal of Mr. P. O'Rourke, seconded by Ms. R. O'Grady.

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MSLETB NOMINATION TO THE BOARD OF SLIGO SPORT AND RECREATION PARTNERSHIP

Mr. Jack Lynch was renominated to serve for a further three year term of office as set out in the Article of Association, on the proposal of Ms. R. O’Grady, seconded by Mr. S. Kilgannon.

APPROVAL OF SUB-COMMITTEE MINUTES / POLICIES.

The Meeting adopted **the following Sub-Committee Minutes**, on the proposal of Mr. M. Molloy, seconded by Mr. S. Kilgannon.

Minutes of Boards of Management:

School Minutes

School	Date of Board of Management Meeting Minutes
Coola Post Primary School	27.02.2019
Mohill Community College	08.04.2019
St. Patrick’s College Lacken Cross	29.05.2019
Ballinode Community College	03.04.2019
Davitt College, Castlebar	12.06.2019
North Connaught College, Tubbercurry.	06.03.2019

Minutes For Noting

St. Attracta’s Community School, Tubbercurry, Co. Sligo	📅 07.05.2019
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The Meeting adopted **the following School Policies**, on the proposal of Mr. T. Connolly and seconded by Ms. D. Sheridan.

School Policies

Coola Post Primary School	📅 Child Safeguarding Statement
St. Patrick’s College, Lacken Cross	📅 Out of Class Permission Policy 📅 SEN Policy 📅 Yard Supervision Policy
North Connaught College	📅 Child Protection Procedures 2017 📅 Child Safeguarding Statement & Child Safeguarding Risk Assessment 📅 Guidelines for Disciplinary Procedure 📅 Substance Misuse Policy
Ballinode Community College	📅 Child Safeguarding Statement
Davitt College & CCFE	📅 School Admissions Policy 2019 / 2020

MSLETB Policy for Noting

MSLETB	📅 Pregnant Employees Policy 📅 Corporate Procurement Plan
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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. E. Stenson, seconded by Ms. R. O'Grady.

Department of Education and Skills C.L. 0033/2019: Revision of Capitation Grant Rates for Voluntary Secondary Schools in the Free Education Scheme
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0033_2019.pdf.

Department of Education and Skills C.L. 0035/2019: Changes to the Career Break Scheme for Special Needs Assistants employed in recognised Primary and Post Primary Schools – Employment while on Career Break
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0035_2019.pdf.

Department of Education and Skills C.L. 0036/2019: Guidelines on access to PLC for certain participants in the asylum process for the 2019/20 academic year
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0036_2019.pdf.

Department of Education and Skills C.L. 0037/2019: Amendment to Circular 0135/2006 Special Educational Needs Allowance – Change to conditions
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0037_2019.pdf.

Department of Education and Skills C.L. 0038/2019: Domestic Travel and Subsistence Rates Effective from 1st July 2019 Payable to Staff in Education and Training Boards (ETBs)
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0038_2019.pdf.

Department of Education and Skills C.L. 0039/2019: Changes to the Domestic Subsistence Rates Effective from 1st July 2019 Payable to Members of Education and Training Boards (ETBs) and Statutory Committees
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0039_2019.pdf.

Department of Education and Skills C.L. 0040/2019: Fair Processing Notice to explain how the personal data of students in post-primary schools on the Post-Primary Online Database (P-POD) will be recorded, processed and shared
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0040_2019.pdf.

Department of Education and Skills C.L. 0041/2019: Public Service Stability Agreement 2013 – 2020 – Revision of Teacher Salaries with effect from 1 September 2019
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0041_2019.pdf.

Department of Education and Skills C.L. 0043/2019: Home Tuition Grant Scheme 2019/2020 – Special Education Component
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0043_2019.pdf.

Department of Education and Skills C.L. 0046/2019: Revision of Salaries for Special Needs Assistants (SNAs) with effect from 1 September 2019
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0046_2019.pdf.

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Department of Education and Skills C.L. 0047/2019: Revision of Salaries with effect from 1 September 2019 for Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme for Clerical Officers employed in Post Primary Schools under the 1978 Scheme.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0047_2019.pdf.

Department of Education and Skills C.L. 0048/2019: Revision of Salaries of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools with effect from 1 September 2019.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0048_2019.pdf.

Department of Education and Skills C.L. 0049/2019: Revision of Salaries in respect of all Staff other than Teachers and SNAs employed by ETBs with effect from 1 September 2019.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0049_2019.pdf.

Department of Education and Skills C.L. 0050/2019: Revision of Salaries for all Staff paid directly by a recognised School or ETB with effect from 1 September 2019.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0050_2019.pdf.

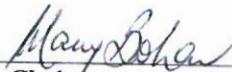
Department of Education and Skills C.L. 0051/2019: Recruitment and Appointment Procedures for Special Needs Assistants (SNAs).
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0051_2019.pdf.

Department of Education and Skills C.L. 0053/2019: Exemptions from the study of Irish.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0053_2019.pdf.

Department of Education and Skills C.L. 0054/2019: Leave Schemes for Registered Teachers employed in recognised Primary and Post Primary Schools.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0054_2019.pdf.

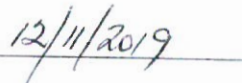
This concluded the business of the Meeting.

Signed:



Chairperson

Date:



Head Office,
Newtown, **Castlebar**.

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

Appendix 1

Jul-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	1,766	1,431	6,738	7,135	6,231	4,307	50	19	272	23
May	3,944	176	1,778	2,076	7,974	6,682	10,089	9,104	654	11	270	20
June	3,196	151	1,607	1,425	6,379	6,836	4,714	3,986	0	0	134	3
July	3,017	217	1,787	1,297	6,318	6,138	9,604	9,764	458	138	154	93
August					0							
September					0							
October					0							
November					0							
December					0							
Total	22,974	2,115	13,095	12,165	50,349	47,277	50,910	48,504	1,275	246	1,188	254



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	5,826,859	10,743,166	8,032,991	8,537,033
June	8,537,033	4,713,941	6,953,429	6,297,544
July	6,297,544	10,061,557	6,307,214	10,051,887
August				
September				
October				
November				
December				
	9,276,047	52,183,259	51,407,419	10,051,887

Signed _____ Chief Executive

Date _____

Building Report as at 30th August 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 approved by DoES on 24th June, 2019. Approval on variation around site access granted and project due to start immediately.
- **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 is almost complete.
- **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. Works have commenced on site.
- **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.
Works are progressing well even though they had to be scaled back while State examinations were in progress.
- **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.
- **St. Brendan's College, Belmullet: Roll No.: 72050U**
Application lodged for replacement of 6 prefabricated accommodation classrooms and an additional Engineering / Materials Technology room. Correspondence acknowledged 26/6/2019 and further information requested on 23/08/2019,
- **Ballinode College, Sligo. Roll No.: 72360M**
Application lodged for Special Needs Unit.

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. Initial Approval Granted 25/07/2019. Form R1 to DoES (Full Approval) 20/08/2019.
- **St. Tiernan's College, Crossmolina: Roll No 72100J**
Application submitted for relocation of existing temporary accommodation due to additional accommodation on the site. Approved and completed
- **Coláiste Iascaigh: Roll No. 72320A**
Application for 2 temporary classrooms submitted and further information requested. Initial Approval Granted 17/07/2019. Approval granted 27/08/2019.

Emergency Works 2018.

- **Moyne College:**
Application submitted for Universal Access works in and around the school [REDACTED]
[REDACTED] Full approval granted.
Consultant appointed. DoES approved works to proceed July 2019. Works are underway.
- **Coola Post Primary School: Roll No 72310U**
Application submitted to DoES for roof repair works. Costings approved and approval granted. Consultant appointed. DoES approved works to proceed. Works are completed.

- **Lough Allen College: Roll No. 71560P**
Application submitted to DoES for roof repairs. Full approval granted. May 2019. Consultant appointed. Gone to tender.
- **Drumshanbo Vocational School: Roll No. 71570S**
Application lodged for structural works [REDACTED] & further information submitted. Approval is due.
- **Coláiste Iascaigh: Roll No. 72320A**
Application lodged for structural works to the floor in the Technical Drawing Room. Works refused by the DoES.
- **St. Tiernan's College: Roll No.: 72100J**
Application lodged for Dust Extraction System and further information submitted. This project is now being dealt under a variation of Additional Accommodation.

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. Tender report submitted and awaiting approval. DoES approval to proceed. Works underway.
- **Moyne College** – Other Structural Works – Floor replacement in main corridors & G.P. area. Consultant appointed. DoES approval to proceed. Works underway.
- **St. Patrick's College, Lacken Cross** – curricular requirements – Library Space Development Works. Consultant appointed. DoES approval to proceed. Works almost completed.

Summer Works Scheme 2020 onwards.

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

Other Works

- Planning Application submitted to Mayo Co. Co. by Coláiste Pobail Acla for Sports Hall. July 2019 awaiting approval.

✚ Non ETB Schools Project.

✚ Additional Accommodation.

- **Glencastle National School: Roll No 13222P**
Support & Assistance associated with this building project (617m²). On e-tenders site for Full Design Team appointment.

Mayo, Sligo & Leitrim Education & Training Board.
Tuesday 3rd September 2019.
Organisation Support and Development (OSD) Report.

HUMAN RESOURCES REPORT

- Post of Responsibility interviews for Leadership and Management posts in post primary schools is near completion in Mayo, Sligo and Leitrim.
- MSL ETB has a number of vacancies currently advertised on its website.
- BTEI Conversion for the years 15/16 is now completed and MSL ETB is now looking at subsequent years under the BTEI Conversation scheme.
- Work ongoing in Pensions Department including work on a number of specific projects to be completed.

Corporate Services

- Data Protection and FOI Breach investigations.
- Corporate Procurement Plan awaiting final approval.
- Ongoing data processing Multi Annual Procurement Plan.
- Procurement projects including the ICT, TEL, school furniture, health & wellbeing, consultancy, works projects etc.
- Ongoing investigations into personal injury claims.
- Insurance work including cover, claims, and indemnities.
- Development of Website, annual awards preparation.
- Ongoing ICT management and development.
- Ongoing work re Property Register.
- Ongoing Data Mapping and cleansing.

Finance

- Training on the online receipting tool – Way2Pay – took place for all schools to assist and encourage schools to use the tool in the new school year.
- Further training on the use of DCS (part-time teachers / tutor pay claims system) for other Further Education programmes (Adult Literacy, BTEI, Community Education etc.) scheduled with the tutors for mid-September.
- An internal audit of the School Bank Accounts across 10 schools by the Internal Audit Unit – ETB's will take place for two weeks commencing 4th September.
- The final C&AG audit fieldwork (scheduled for 2 weeks) of the 2018 accounts will take place week commencing 9th September. We would anticipate certification in late November / early December.
- The transfer of payroll to Payroll Shared Services has commenced with 1 ETB in late June 2019. 2 others are scheduled for mid Oct and mid Nov. MSL is scheduled to go live in mid Feb 2021. Significant internal "readiness" work has to take place in advance of this date. In this respect a local Steering Committee has been established and an initial meeting on Data Migration took place with members of the ESBS on 16th August preceded by a visit to Cavan Monaghan ETB on 15th July.

ICT Report – 03.09.19

OSD Admin Projects

ePayslips Project now ready for Testing with staff

OSD Admin Network planning,

In progress and will be complete by September 2019

Office 365 Security groups currently being created for all Staff groups from Payroll data

Staff information in Office 365

Staff profile information in Office 365 being added to reflect the organisational structure of MSLETB. This will allow staff to find colleagues across the ETB for collaboration and "communities of practice" . (Subject Teachers etc.)

Further Education

NEW IT Ticket system to replace existing ZOHO system for FET

New system will be live in 2 weeks which will allow key staff at all local centres to monitor their tickets and improve the time taken to resolve issues.

Learning spaces are being upgraded for Technology Enhanced Learning in all FET centres.

New Laptops for student use in FET Centres are being delivered.

A Buildings record System is being put in place for all FET buildings to centralise our records and starting with 2 pilot sites. (Carrick on Shannon (Market Yard) and Drumshanbo VS.)

Schools ICT work

Schools and FET centres WIFI Install has been completed over the summer

Refurbished Laptop for student use in each school are being delivered and will be available for use in New Junior Certificate "Classroom Based Assessment" on 2019-20.

Training for staff in Office 365 is continuing for Staff in FET and Schools FET.

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

NOTES, ITEMS OF INTEREST

- **Budget & Beneficiaries**
The FET budget for 2019 is €34,269,500; Target Beneficiaries is > 15,000 Learners
 - This includes an increase of Mid-Year Farr4 of €300K apprenticeship;**Capital Budget allocated for 2019 is €250,000 Equipment and €100,00 building (TC)**
 - Mid-year Capital Return submitted – target to spend >€800K in 2019 (€350,000 as above and €450,000 carry over upgrades, Kiltimagh, Ballinrobe and new catering facility in Sligo TC:
- **New FET Strategy 2020 -2024** – currently SOLAS has launched consultation for new FET Strategy
<http://www.solas.ie/Pages/FETStrategy.aspx>
 - FET Strategy Consultation Event 18th September 2019 Landmark COS:
- **September New Academic Term for Further Education- PLC, VTOS, BTEI, Comm Ed etc.**
 - Numbers are ok, down on 2017, like September 2018. New courses e.g. Horsemanship, Gaming, Computer System L6 etc.
- **New Skills to Advance Programme: 2 WOW Summits on the 25th September and the 02nd October for SME's to get free training.** [http://www.solas.ie/media/SOLAS%20Skills%20To%20Advance/Solas Skills to Advance 720.mp4](http://www.solas.ie/media/SOLAS%20Skills%20To%20Advance/Solas%20Skills%20to%20Advance%20720.mp4)
- **Training: New Apprenticeships & Traineeships:**
Butchery – Commenced – Launched 18th April by [REDACTED] currently 32 apprentices in training.
Sales – Preparing for validation in Sept, appointment of new National Programme Manager – [REDACTED]
Chef – commenced in Sligo TC; ICT –Hardware, Software or Cyber Security –project team currently recruiting employers.
Childcare – MSLETB in consultation with Childcare Sector and SOLAS: Road Haulage etc.
- **Buildings- all centres currently under review, a significant focus on Castlebar College of Further Education;**
- **Dates of Importance:**
Launch Leitrim VTOS and new FET Centre Drumshanbo – 13th September;
Launch Leitrim Youthreach by [REDACTED] – 20th September;
Launch of Market Yard – provisionally late October;
WOW Summit (Upskilling employees) 25th September Breaffy Hse and 02nd October Radisson Sligo
- **HR matters**, New posts to be filled– PD, TEL, FARR/PLSS and Skills to Advance. Music Gen Sligo has been filled. Achill Outdoor Adventure Centre.
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.
- **Youth Services - Area Profile, Needs Assessment and Service Requirement completed. Launch of the new Youth Service in Ballyhaunis in Autumn 2019.**
- **FET Subcommittees of the BOM.**
 - FET Committee – TOR attached
 - Youthreach Committee – TOR Attached

Director of Schools Report-3rd September 2019

- Congratulations to all students in MSLETB on their recent Leaving Certificate results. Congratulations also to all school staff.
- Enrolments in MSLETB second level schools have increased this year.
- DCU outreach Diploma in Career Guidance commenced last week in Sligo.
- BFiresafe is a fire safety awareness resource to post primary schools that was launched last week. MSLETB was part of the working group of this resource which was initiated by Leitrim County Council.
- BOM Training for Trainers will take place in ETBI in the coming months and training will be rolled out to all Boards of Management in the coming academic year.
- Admissions to Schools Act 2018. New enrolment forms were produced by ETBI and a common admissions policy is being piloted before the the Admissions Act is commenced in full.
- Child Protection Inspections and Special Education Needs inspections now fully commenced for all Schools .
- Circular 13/18-Religious Instruction and worship in second level schools. Schools were advised to maintain the status quo until clarifications are received from the Department.
- MSLETB Annual Awards 2020 will take place March 12th in The Park Hotel, Kiltimagh. There are 6 award categories. All are welcome.
- Leadership and Management Post of Responsibilities -Training for all AP1 postholders has been organised for this academic year.
- Restorative Justice practice workshop will take place for all Principals in September with a view to organising training for all schools.
- Changes in Senior Management- Colaiste Chomain, Rosspport-Acting Principal and Acting Deputy Principal, Acting Principal in Corran College. ETBI National 2 day induction for new Principals and Deputy Principals to take place in Athlone on 19th and 20th September.

Bord Oideachais & Oiliúna Mhaigh Eo, Shligigh & Liatroma
Mayo, Sligo and Leitrim Education and Training Board
3rd September, 2019

CORRESPONDENCE FROM THE D.E.S.:

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

04.06.2019	D.E.S. Final Inspectorate Report – Subject Inspection, St. Patrick’s College
07.06.2019	D.E.S. Final Inspectorate Report – Programme Evaluation in Leaving Cert Applied, Moyne College.
07.06.2019	D.E.S. Final Inspectorate Report – Subject Inspection, Grange Post Primary School.
07.06.2019	D.E.S. Follow-Through Inspection Report, Mohill Community College
07.06.2019	D.E.S. Final Inspectorate Report – Subject Inspection, St. Brendan’s College.
10.06.2019	D.E.S. Follow-Through Inspection Report, Drumshanbo Vocational School.
11.06.2019	D.E.S. Draft Report, Subject Inspection in Mathematics, Coláiste Chomáin
13.06.2019	Letter from D.E.S regarding classification of ETB schools.
20.06.2019	D.E.S. Inspectorate Report – Subject Inspection in Mathematics.
20.06.2019	D.E.S Local Youth Club Grant Scheme incorporating the National Quality Standards for Volunteer-led Youth Groups 2019
27.06.2019	D.E.S. Reconfiguration postponement of publication of reports.
01.07.2019	D.E.S. Pilot Support Scheme for access to PLC 2019/20 academic year.
03.07.2019	D.E.S. Letter regarding ETB Elections – Nominating Bodies
03.07.2019	D.E.S. Letter to Chairs of ETB’s re extension of committees.
03.07.2019	D.E.S. Clarification re nomination process of Specified Bodies to ETB’s.
29.07.2019	D.E.S. Letter re Youth capital funding scheme 2019 for staff-led youth services.
31.07.2019	D.E.S. NCCA Senior Cycle Review – Public Consultation.
21.08.2019	D.E.S. Letter regarding listing in the DES of MSLETB schools.

CORRESPONDENCES FROM SOLAS:

19.08.2019	New SOLAS CEO – press release.
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CORRESPONDENCES FROM OTHER GOVERNMENT DEPARTMENTS:

24.06.2019	Department Business Enterprise and Innovation – Regional Enterprise Development Fund.
01.07.2019	Department of Children & Youth Affairs (DYCA) – Updates on Targeted Youth Funding Scheme.
31.07.2019	Department of Children & Youth Affairs (DYCA) – LGBTI + Youth Initiatives 2019.
08.08.2019	Department of Health – Drug and Alcohol Task Force 2019 Funding.
14.08.2019	Department of Children & Youth Affairs (DYCA) – LGBTI + Youth Service Grant Scheme 2019
21.08.2019	Department of Children & Youth Affairs (DYCA) – Youth Capital Funding Scheme 2019 – Staff led
21.08.2019	Department of Children & Youth Affairs (DYCA) – Notification of transfer of files from CDETB to five regional ETB's.

CORRESPONDENCES FROM ETBI:

17.06.2019	ETBI Brief re The National Ploughing Championships 2019
18.06.2019	ETBI, Further Education and Training News, Issue No. 5 June 2019.
27.06.2019	ETBI, Brief 12/2019 Re: Patrons Register.
18.07.2019	ETBI, Brief 13/2019: PLSS Learner Detail Form
23.08.2019	ETBI, Growth at primary school level.
26.08.2019	ETBI, Further Education and Training News.

OTHER CORRESPONDENCE:

06.06.2019	Irish Business and Employers Confederation (IBEC) – Newsletter, Issue 22, June 2019.
06.06.2019	Mayo Sports Partnership – Newsletter, Summer 2019.
07.06.2019	Mason Hayes & Curran Solicitors – Irish Legal Update, June 2019.
07.06.2019	National Adult Literacy Agency (NALA), Issue 23 – Summer 2019
10.06.2019	The National Centre for Guidance in Education (NCGE) – Newsletter, June 2019.
14.06.2019	Association of Community and Comprehensive Schools (ACCS) – Newsletter, Issue 5 2018/2019.
14.06.2019	Charities Regulator, Newsletter June 2019.
14.06.2019	Education Reference Guide 2019-2020.
27.06.2019	Western Development Commission (WDC), Insights Newsletter.
27.06.2019	National Adult Literacy Agency (NALA), NALA provides €50,000 for member projects.
28.06.2019	Irish Business and Employers Confederation (IBEC), Update form National Economic Dialogue.
29.06.2019	Be LonG To Youth Services - LGBT – “Life was worth living”
01.07.2019	Mason Hayes & Curran Solicitors – Irish Legal Update, July 2019
04.07.2019	Be LonG to Youth Services - LGBT – Join us at Trans Pride event.
10.07.2019	Irish Business and Employers Confederation (IBEC) – Budget 2020 priorities.
12.07.2019	Irish Business and Employers Confederation (IBEC) – IBEC Involvement in the Local Government Rates and Other Matters Act.
23.07.2019	AONTAS – Summer Reading
24.07.2019	Charities Regulator News – Issue 6 – Summer 2019 Ezine
24.07.2019	Irish Business and Employers Confederation (IBEC) – Course reminder: The Mother and Father of All Challenges – Family Leave Seminar.
25.07.2019	Tech North West – Companies come together to form northwest tech cluster.
25.07.2019	Engineers Ireland – Connect Special Edition, July 2019.
29.07.2019	Western Development Commission (WDC) – WDC Insights Newsletter.
30.07.2019	Engineers Ireland – Environmental due diligence, behind the scenes of Apollo mission, students’ Irish Water case study; monitoring productivity; nuclear energy
31.07.2019	Irish Business and Employers Confederation (IBEC) – “Meet the Buyer” event September ’19.
31.07.2019	Engineers Ireland – latest courses & events coming up at Engineers Ireland.
31.07.2019	Irish Business and Employers Confederation (IBEC) – HR Forum.
01.08.2019	Sligo Sport & Recreation Partnership – Newsletter Summer 2019.
01.08.2019	Enterprise Ireland – Invitation The Regional Enterprise Development Fund (Call 3) and The Regional Technology Clustering Fund.
02.08.2019	NALA – Strategic Plan 2020-2022 – Tell us what you think

06.08.2019	Public Authority Pension Services Limited (PAPS) – Pension Training.
07.08.2019	Irish Business and Employers Confederation (IBEC) – Networks Engage – Look back, engage and harness loyalty.
08.08.2019	Galway Mayo Institute of Technology (GMIT) – Lifelong Learning Prospectus 2019/2020.
12.08.2019	National Adult Literacy Agency (NALA), Celebrate International Literacy Day with NALA.
12.08.2019	Generation Apprenticeship – 2019-2020 is gearing up – are you in?
12.08.2019	Quality and Qualifications Ireland (QQI) - Summary Report of ETB Executive Self-Evaluation Reports and Quality Improvement Plans.
19.08.2019	Irish Association Youth Orchestras (IAYO) – Newsnotes, August 2019.
22.08.2019	AONTAS – National Adults Learning Organisation – August 2019 Newsletter
26.08.2019	Association of Community and Comprehensive Schools (ACCS) – Newsletter Issue 1 2019/2020.
26.08.2019.	Kerry ETB announcement re Community National Schools.

Circulars 03.09.19

Department of Education and Skills C.L. 0033/2019: Revision of Capitation Grant Rates for Voluntary Secondary Schools in the Free Education Scheme

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0033_2019.pdf.

Department of Education and Skills C.L. 0035/2019: Changes to the Career Break Scheme for Special Needs Assistants employed in recognised Primary and Post Primary Schools – Employment while on Career Break

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0035_2019.pdf.

Department of Education and Skills C.L. 0036/2019: Guidelines on access to PLC for certain participants in the asylum process for the 2019/20 academic year

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0036_2019.pdf.

Department of Education and Skills C.L. 0037/2019: Amendment to Circular 0135/2006 Special Educational Needs Allowance – Change to conditions

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0037_2019.pdf.

Department of Education and Skills C.L. 0038/2019: Domestic Travel and Subsistence Rates Effective from 1st July 2019 Payable to Staff in Education and Training Boards (ETBs)

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0038_2019.pdf.

Department of Education and Skills C.L. 0039/2019: Changes to the Domestic Subsistence Rates Effective from 1st July 2019 Payable to Members of Education and Training Boards (ETBs) and Statutory Committees

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0039_2019.pdf.

Department of Education and Skills C.L. 0040/2019: Fair Processing Notice to explain how the personal data of students in post-primary schools on the Post-Primary Online Database (P-POD) will be recorded, processed and shared

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0040_2019.pdf.

Department of Education and Skills C.L. 0041/2019: Public Service Stability Agreement 2013 – 2020 – Revision of Teacher Salaries with effect from 1 September 2019

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0041_2019.pdf.

Department of Education and Skills C.L. 0043/2019: Home Tuition Grant Scheme 2019/2020 – Special Education Component

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0043_2019.pdf.

Department of Education and Skills C.L. 0046/2019: Revision of Salaries for Special Needs Assistants (SNAs) with effect from 1 September 2019

http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0046_2019.pdf.

Department of Education and Skills C.L. 0047/2019: Revision of Salaries with effect from 1 September 2019 for Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme for Clerical Officers employed in Post Primary Schools under the 1978 Scheme.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0047_2019.pdf.

Department of Education and Skills C.L. 0048/2019: Revision of Salaries of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools with effect from 1 September 2019.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0048_2019.pdf.

Department of Education and Skills C.L. 0049/2019: Revision of Salaries in respect of all Staff other than Teachers and SNAs employed by ETBs with effect from 1 September 2019.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0049_2019.pdf.

Department of Education and Skills C.L. 0050/2019: Revision of Salaries for all Staff paid directly by a recognised School or ETB with effect from 1 September 2019.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0050_2019.pdf.

Department of Education and Skills C.L. 0051/2019: Recruitment and Appointment Procedures for Special Needs Assistants (SNAs).
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0051_2019.pdf.

Department of Education and Skills C.L. 0053/2019: Exemptions from the study of Irish.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0053_2019.pdf.

Department of Education and Skills C.L. 0054/2019: Leave Schemes for Registered Teachers employed in recognised Primary and Post Primary Schools.
http://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0054_2019.pdf.