

MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

MINUTES OF THE PROCEEDINGS OF THE MEETING

HELD ONLINE VIA M.S. TEAMS ON TUESDAY 14th September, 2021 at 4.00 p.m.

Mmes D. Sheridan, M.C.C.
S. Finan
M. Casserly, S.C.C.
P. Ní. Thaidhg
R. O'Grady, S.C.C
M. Bohan, L.C.C
N. McGowan

Messrs J. Caulfield, M.C.C
T. Connolly, M.C.C
C. Hyland, M.C.C
S. Carey, M.C.C.
P. O. Rourke, L.C.C
E. Stenson, L.C.C
P. Coffey
G. Murphy
P. Forde
M. Molloy
S. Kilgannon
A. Gibbons, S.C.C.
R. Finn, M.C.C.

The following were also in attendance:

Mr. T. Grady, Chief Executive, Ms. Mary Madden, Director of Schools, Mr. Peter Egan, Director of Further Education and Training, Mr. Pat Howley, Director of Organisation Support and Development and Ms. C. Leonard, Corporate Services.

APOLOGIES

Apologies were received from J. Van Aswegen who was unable to attend the meeting.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interests declared.

ADOPTION OF MINUTES

The minutes of:

- MSLETB's Board Meeting held on 22nd June were adopted on the proposal of Mr. S. Kilgannon and seconded by Cllr. E. Stenson.

MATTERS ARISING

There were no matters arising.

ELECTION OF CHAIRPERSON

Mr. S. Kilgannon proposed Cllr. R. O'Grady as Chairperson, seconded by Cllr. P. O'Rourke. Cllr. R. O'Grady was formally declared elected as Chairperson of Mayo, Sligo and Leitrim Education and Training Board (MSLETB). Cllr. O'Grady thanked her proposer and seconder and advised the board that she was privileged to accept the of role of Chairperson of MSLETB. Cllr. O'Grady thanked the outgoing Chairperson, the CE and follow Board members for their well wishes.

ELECTION OF DEPUTY CHAIRPERSON

Cllr. P. O'Rourke proposed Cllr. M. Bohan as Deputy Chairperson, seconded by Cllr. E. Stenson. Cllr. M. Bohan was formally declared elected as Deputy Chairperson. Cllr. M. Bohan thanked her proposer and seconder. Cllr. M. Bohan also thanked the outgoing Chairperson for all his hard work during a difficult year due to the Covid 19 pandemic.

The outgoing Chairperson, Cllr. J. Caulfield thanked all present for their support during his term as Chairperson, he congratulated the new Chairperson and Deputy Chairperson and wished them both well.

RISK MANAGEMENT

Risk registers: OSD, Schools and FET risk registers are up to date, same are reviewed quarterly, to be considered by Audit & Risk Committee on the 5th October.

APPROVAL OF AMENDMENTS MADE TO 2020 ANNUAL REPORT AND CHAIRPERSON'S REPORT

Mr. Pat Howley, Director of Organisation Support and Development (DOSD) briefed the board on the amendments that were made to the 2020 Annual Report and Chairperson's report as recommended by the DE. The amendments were approved by the board on the recommendation of Mr. P. Forde and seconded by Mr. G. Murphy.

STAFFING & RECRUITMENT POLICY

The CE briefed the Board on correspondence received from a Board member regarding a number of queries in relation to MSLETB's staffing and recruitment policy and associated statistics. The CE acknowledged that the queries raised were valid but would be best directed to MSLETB's HR department as they apparently originated from a staff representative body. The DOSD and DOS in their respective reports updated the Board comprehensively on staffing and recruitment within MSLETB.

STUDENT NOMINEES GOVERNING BODY IT SLIGO

The CE sought the Board's approval for the following student nominations received from IT Sligo for the 2021 /2022 academic year.

Mr. Daire Martin

Ms. Saskia Dooley

The above nominations were approved by the Board on the proposal of Mr. S. Kilgannon and seconded by Cllr. T. Connolly. The approved nominations were subsequently sent to DFHERIS for ministerial approval.

CHIEF EXECUTIVE'S REPORT

Welcome

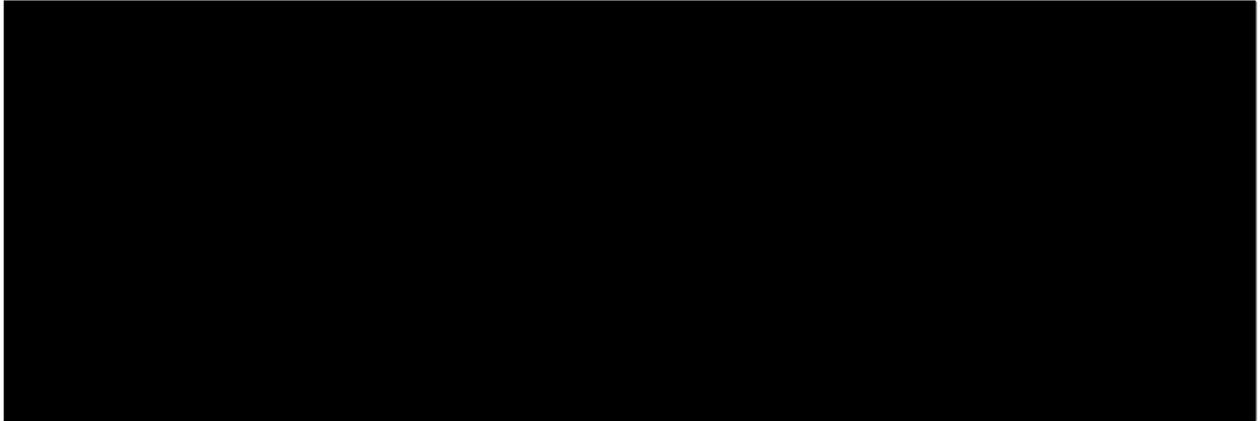
The CE welcomed everyone to the online meeting and extended his congratulations and best wishes to the new incoming Chairperson and Deputy Chairperson. The CE also acknowledged and thanked the outgoing Chairperson and Deputy Chairperson for their support and commitment to MSLETB.

Votes of Congratulations

The CE extended congratulations and best wishes to all Leaving Certificate and Leaving Certificate Applied students and wished them all the best for the future.

Votes of Sympathy

Votes of sympathy were extended to the following:



Minister Harris's visit to Castlebar & Sligo

The CE updated the board on Minister Simon Harris's very successful visits to Mayo College of FET, on the 19th July 2021 and to Ballinode College and Sligo Training Centre on 25th August 2021. On both occasions, Minister Harris met with students and learners and was very generous with his time and interest in MSLETB. The Chair and Deputy Chair together with the Executive management team and those with management responsibility for the venues visited were afforded time generously by the Minister in highlighting the work and future ambitions for MSLETB in the context of FET and the region.

ETBI AGM

The CE advised the Board of the upcoming ETBI AGM, due to take place on Thursday 30th September. The CE advised that all Board members are welcome to attend the online AGM and sought nominations for 5 voting delegates as requested by ETBI. The following voting delegates were nominated:

Cllr. R. O'Grady
Mr. M. Molloy
Cllr. M. Bohan
Mr. S. Kilgannon
Cllr. J. Caulfield
Cllr. R. Finn

The board agreed to put forward a 6th nomination in the event that a substitute may be required.

CHIEF EXECUTIVE'S REPORT cont.

Extension of Lease in the Training Centre in Ballina, Co. Mayo.

The Board approved the following lease extension on the recommendation of Cllr. J. Caulfield and seconded by Cllr. S. Carey.

Extension of the current lease in the Training Centre in Ballina, Co. Mayo by 2 years. The Training Centre consists of 2 buildings on Riverside, Church Rd., Ballina.

Building one: 701m² - 2 levels - Contains training rooms/ workshops, Office space and classrooms.

Building two: 877m² – one level - Mixture of various office space, meeting room, canteen, craft workshops and storage facility. Reception space

Landlord: Vincent Ruane Annual Rent: €80,000 pa

BOM Issue

The CE advised members that he was asked to assist with a BOM issue in one of MSLETB's schools at our last meeting in June '21. The CE advised that he has been working on this, it is currently in train and not yet concluded. The CE will update the Board at the next board meeting or when there is progress to report.

National SMART Driving Training Programme Launch

The CE briefed the Board on the upcoming SMART Driving Training Programme Launch which MSLETB in collaboration with Waterford and Wexford ETB and in partnership with the Irish Road Hauge Association will be launching on Thursday 16th September in Naas. The Training programme provides essential training on safe and efficient driving for professional HGV drivers.

The CE advised that a link to the online launch will be circulated to Board members as physical attendance at the launch in Naas is limited due to restrictions.

This concluded the CE's report.

FURTHER EDUCATION AND TRAINING REPORT

Mr. Peter Egan, Director of FET, presented a comprehensive report on Further Education and Training for Mayo, Sligo and Leitrim Education and Training Board.

Cllr. R. O'Grady commended the Director of FET for all the excellent work that is ongoing in FET.

Cllr. P. O'Rourke queried if MSLETB could offer any assistance in addressing the current shortage in HGV drivers. Director of FET advised that MSLETB regularly run HGV training courses based on demand.

SCHOOLS REPORT

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

Mr. S. Kilgannon commended school staff and leaders for the excellent work they are doing and recommended that a communication should be sent to staff acknowledging their hard work and commitment.

Mr. G. Murphy extended congratulations and best wishes to Mr. Conor Reilly on his appointment as Principal of Davitt College and remarked that it is wonderful to see a former student of Davitt College return as Principal.

Cllr. E. Stenson raised a query regarding covid 19 guidelines on breaks/use of same classroom all day. DOS advised that each school has a Lead Worker Representative (LWR) in place to ensure guidelines are followed. DOS advised that parents should raise such queries with the school principal or LWR.

Cllr. R. O'Grady thanked the DOS for her comprehensive report and for all the excellent work that is ongoing in MSLETB schools.

ORGANISATIONAL SUPPORT AND DEVELOPMENT REPORT

Mr. P. Howley, Director of OSD (DOSD) presented a comprehensive Organisational Support and Development Report which incorporated the Finance Report, Buildings Report and ICT Report for Mayo, Sligo and Leitrim Education and Training Board.

Cllr. R. O'Grady acknowledged the huge volume of work that is ongoing in OSD. Cllr. R. O'Grady echoed the DOSD's concern regarding staff not been replaced.

Cllr. P. O'Rourke thanked DOSD and staff for all their efforts in relation to Carrigallen V.S. and queried when the technical assessment will be taking place. DOSD advised that the delay was due to staff changes in the DE but he expected to receive confirmation of technical assessment visit shortly.

The following documents were included in the Board Onenote for Noting by the Board.

1. List of Correspondence
2. List of Circulars
3. Permission to Travel – M. Murphy, Principal, Mayo College FET to accompany a student to Iceland 16 th -19 th Sept re Erasmus placement.

The following documents were included in the Board Onenote for information purposes:

MSLETB	List of school policies
MSLETB	List of school BOM minutes

ANY OTHER BUSINESS

This concluded the business of the meeting.

Signed: 
Chairperson

Date: 01.12.2021