

MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

MINUTES OF THE PROCEEDINGS OF THE MEETING

RADISSON BLU HOTEL, SLIGO Friday 22nd March 2022 at 11. 00a.m

In attendance:

Mmes

S. Finan
P. Ní. Thaidhg
R. O'Grady, S.C.C
N. McGowan
M. Bohan, M.C.C

Messrs

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
A. Gibbins, S.C.C
J. Caulfield, M.C.C
P. Coffey
P. Forde
M. Molloy

The following were also in attendance:

Mr. T. Grady, Chief Executive, 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 Daly, Corporate Services.

APOLOGIES

Apologies were received from Cllr D. Sheridan, Ms. J. Van Eswegen, Cllr. M. Casserly and S. Kilgannon who were 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 18th February 2022 were adopted on the proposal of Mr. E. Stenson and seconded by Mr. P. Forde

MATTERS ARISING

There were no matters arising.

RISK MANAGEMENT

The DOSD briefed the Board that there has been no changes with the MSLETB's risk registers since the last meeting and will keep the Risk Register reviewed and updated.

APPROVAL OF 2021 FINANCIAL STATEMENTS INCLUDING STATEMENT ON INTERNAL CONTROLS

Mr. J. McGoey, A.P.O Finance briefed the Board on MSLETB's 2021 Draft Financial Statements which includes a Draft Statement on Internal Controls. The Draft statement on Internal controls was reviewed and discussed in detail by the Audit and Risk Committee at their meeting on 11th March 2022 and was recommended for approval at the Board.

A correspondence note from the Audit and Risk Committee on the 2021 Draft Statement on Internal Controls was provided for the Board for their consideration. The 2021 MSLETB Draft Financial Statements and Draft Letter of representation were reviewed and discussed by the Finance Committee at their meeting on 21st March 2022 and were recommended for approval by the Board.

The Chairperson thanked the Head of Finance and the DOSD for the work involved in preparing the Financial Statements and the Head of Finance acknowledged it was a cross functional team effort. The 2021 Financial Statements including the Statement on Internal Controls and Letter of Representation were adopted on the proposal of Cllr Arthur Gibbons and were seconded by Cllr John Caulfield.

GOVERNANCE/REPORT FROM SUB- COMMITTEE'S

Mr Pat Howley, DOSD presented his update on the Sub-committees to the Board. The DOSD referred to the five sub-committees namely the Audit & Risk Committee, Finance Committee, Youth & Arts Committee, Youthreach Advisory Committee and the Further Education and Training (FET) Committee.

The DOSD presented and summarised minutes from the Audit & Risk Committee meetings and Finance Committee meetings for 2021. All minutes from these committee meetings were made available to the Board.

Cllr Paddy O'Rourke noted the excellent work and complimented the staff in the Finance Department in MSLETB for the work that has been done to date.

CHIEF EXECUTIVE'S REPORT

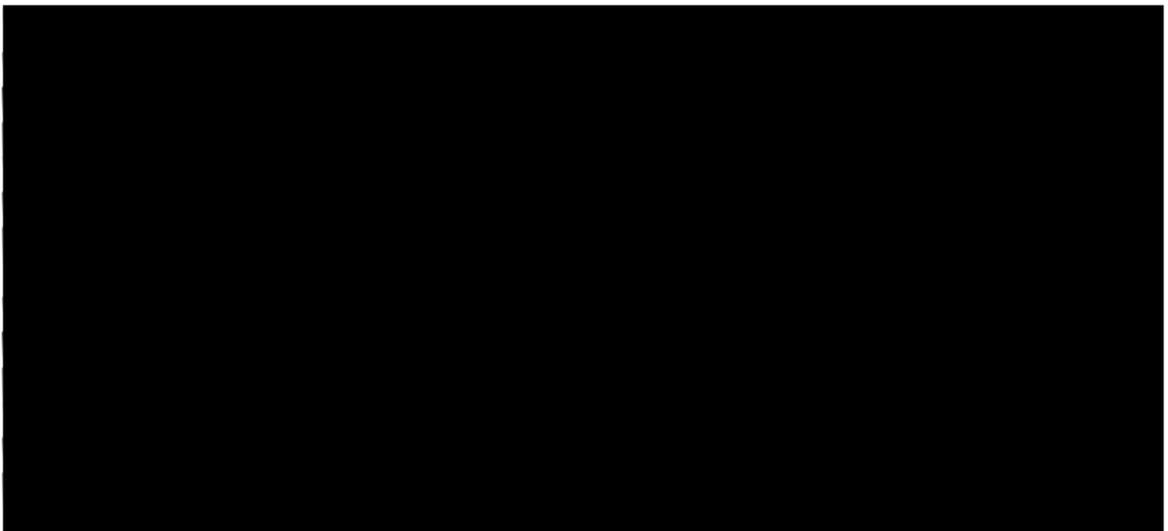
Welcome

The CE welcomed everyone and extended his thanks to the Chairperson and also extended his thanks to Mr. J. McGoey and all the team in Finance for the work involved in preparing the MSLETB's 2021 Draft Financial Statements.

Votes of Sympathy

MSLETB extended sympathies to the following:

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CHIEF EXECUTIVE'S REPORT Cont.

Votes of Congratulations

The CE congratulated Music Generation Mayo, Cork City, Laois and Louth for their wonderful performances at [Summoning A Harp Revival](#) on Saturday at St. Patrick's Festival in Collins Barracks, Dublin.

Thank you and Best Wishes to Parent Rep

The CE thanked Ms. S Finan on her last Board meeting and acknowledged and extended his thanks to her for her dedication and support to the Board of MSLETB.

Susan has been a member of the Board since September 2014. Susan brought so much to the Board and was a pleasure to deal with.

The process has commenced to find two parent representatives both male and female for the Board.

Outdoor Education and Training Launch

The outdoor Education and Training Launch took place on the 28th February in Achill Outdoor Centre on the 28th February and was attended by Minister Niall Collins. It was great that we could host successful in our local area in Achill.

Sales Apprenticeship

The Sales Apprenticeship Launch took place on 10th March in the Landmark Hotel Carrick-on-Shannon and was attended by Minister Niall Collins. It was a hugely successful event and the CE thanked everyone involved in putting together such a professional event.

Youthreach Sligo made a short film during our Summer programme last year. This short film was aired publicly for the first time on Wednesday 16th March at 2.30 in the Model Theatre, The Mall, Sligo which the CE attended and thoroughly enjoyed and congratulated all involved.

The CE noted that the first round of Apprentice Butchers will graduate on the 05th April in Teagasc, Ashtown Dublin.

The CE briefed the Board regarding the upcoming launch of hospitality unit in Sligo Training Centre on the 12th April in the Sligo TC at 11:00am.

The CE advised that the Director of FET will be attending the Bett conference on education technology in the UK. <https://uk.bettshow.com/>

This concluded the CE's report.

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, Human Resources, Corporate Services, Buildings Report and ICT Report for Mayo, Sligo and Leitrim Education and Training Board.

The DOSD commended the Head of Finance and his team including HR and Corporate Services for all the hard work they have done over the last few months. The C & AG have been auditing MSLETB over the last few months and it has required a lot of detailed reports and it much appreciated. The C&AG have commenced their 2020 audit fieldwork remotely in late January and work is ongoing. They hope to complete their audit by the end of March.

Cllr Rosaleen O'Grady noted the huge amount of work ongoing in the Organisation, Support & Development sector of MSLETB commended the DOSD for coordinating this work.

Chairperson, Cllr Mary Bohan also commended the DOSD on the fantastic work and improvements made in MSLETB.

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.

The FET office will have a role to play in managing the Ukrainian refugee crisis and will need a lot of support in terms of language skills and this will be a big focus for FET MSLETB over the coming months.

Cllr. R Finn noted and acknowledged the good work that is being carried out by DFET and his team and especially noted the great work that has taken place in the Achill Outdoor Education Centre and was delighted that the launch of Outdoor Education Centre National Strategy took place in Achill and the local community are very proud of this centre.

Cllr. J Caulfield commented on the need for more apprenticeships due to the shortfall of construction labourers in the country at the moment and commended the leadership being taken in MSLETB to encourage the uptake of apprenticeships.

SCHOOLS REPORT

Ms. Mary Madden, Director of School presented a comprehensive report on Schools for the Mayo, Sligo and Leitrim Education and Training Board.

The DOS first acknowledged that the schools have remained open throughout the last two years if the pandemic. There has been a huge amount of work done to the credit of Principals, Teachers, Students, parents and Boards of Management. It has been a huge challenge but the learning has continued.

The Minister has announced a major expansion of the DEIS programme that will see the programme extended to an additional 310 schools.

Cllr Mary Bohan noted that no secondary school in Leitrim has been added to this list and this will be appealed.

DOS noted that The Teacher Allocation Circular is due out in late March. Meetings are scheduled to take place with all Principals to plan for the next academic year.

Cllr Rosaleen O'Grady thanked the DOS for all that has been achieved with the schools in MSLETB.

Cllr C. Hyland commented on the Department of Education approach to Section 29 appeals and in the context of such appeals taking place online, the consensus was that these sensitive processes would best be done in person.

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

MSLETB Fee Policy
Letter of Assurance ESBS- ETB Payroll Shared Services
Approved permission to attend Foreign Travel
MSLETB Minutes of Audit and Risk Committee 2021
MSLETB Minutes of Finance Committee 2021
MSLETB – List of Correspondence
MSLETB – List of Circulars

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

MSLETB	List of School Policies
MSLETB	List of School BOM Policies

The CE thanked the Board and everyone in the organisation for their ongoing support and wished everyone well for the coming months.

 The Chairperson also extended her sincere thanks to Ms S. Finan on her huge contribution to MSLETB Board and wished her well for the future.

Chairperson, Cllr R. O'Grady finally thanked all present and wished everyone well, with continued success for MSLETB.

This concluded the business of the meeting.

Signed:

Rosalind O'Grady.

Chairperson

Date:

13.06.2022