

MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

MINUTES OF THE PROCEEDINGS OF THE MEETING

Swinford Further Education Centre 14th June 2022 at 4.00pm

In attendance:

Mmes

P. Ní. Thaidhg
R. O'Grady, S.C.C
M. Bohan, M.C.C
D. Sheridan, M.C.C
M. Casserly, M.C.C
N. McGowan (joined remotely)

Messrs

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

The following were also in attendance:

Mr. T. Grady, Chief Executive, Mr. P Egan, Director of Further Education and Training, (joined remotely) and Ms. A Daly, Corporate Services.

APOLOGIES

Apologies were received from Mr. P Howley, Director of Organisation Support and Development, Ms. M. Madden, Director of Schools, Dr. J. Van Aswegen, and Mr. P. Forde 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 24th May 2022 were adopted by the Board on the proposal of Mr. E. Stenson and seconded by Mr. S. Kilgannon

MATTERS ARISING

There were no matters arising.

RISK MANAGEMENT

The DOSD briefed the Board on the MSLETB Risk Register. The Risk Register will be reviewed and updated on an ongoing basis.

2021 ANNUAL REPORT

The 2021 Annual Report was approved by the Board on the recommendation of Cllr. M. Bohan and Cllr. J. Caulfield.

Chairperson Cllr R. O'Grady noted that the 2021 Annual Report reflects a hugely successful year and advised that the Board is very proud of what MSLETB has achieved across the organisation.

APPROVAL OF LEASE AGREEMENTS

The CE sought the approval from the Board for the following lease;

3 Chapel Street, Castlebar. This is to support Mayo College of FET to deliver the National Hairdressing Apprenticeship. The proposed lease term is for 5 years at a cost of €25,000 pa.

The Board approved the lease for 3 Chapel Street, Castlebar on the proposal by Cllr S. Carey and was seconded by Mr. S. Kilgannon.

The CE sought the approval from the Board for the following lease;

Western Way, Dublin Road, Carrick -on – Shannon. MSLETB Training Centre - Carrick on Shannon will be the Core of the Leitrim "FET College of the Future" Offering Craft Electrical

Apprenticeships (8 Workshops) and more if required. The centre will become the main hub/centre of excellence for the West/Northwest for Electrical Training. In addition, MSLETB is delivering Electrical Instrumentation in Sligo and this could be expanded in this new centre.

The Board approved the lease for the Western Way, Dublin Road, Carrick-on-Shannon, MSLETB Training Centre on the proposal of Cllr. E. Stenson and was seconded by Mr. S. Kilgannon.

Cllr M. Bohan noted that this will be a positive development for the Carrick-on-Shannon region.

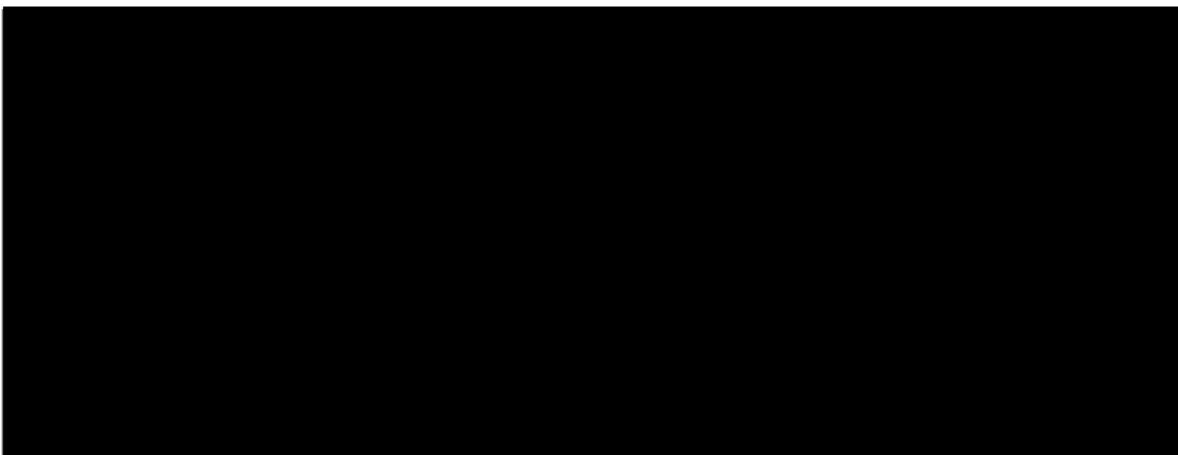
GOVERNANCE/REPORT FROM SUB- COMMITTEE'S

There were no reports from the Sub- Committee's.

CHIEF EXECUTIVE'S REPORT

The CE welcomed everyone and extended his thanks to the Chairperson. The CE gave apologies for Mr. P. Howley and Ms. M Madden and in their absence presented their report.

Votes of Sympathy



The CE briefed the Board that **laptops will be provided for all MSLETB Board members**. The CE advised that members of IT staff will be available prior to the next Board meeting to provide one to one training with Board members and to set up their laptops.

Minister Simon Harris visited the Sligo Community Training Centre and Sligo Youthreach on the 26th May 2022, this was a very successful event.

The CE advised the Board that he attended the launch of the new Transport Operations and Commercial Driving Apprenticeship on May 26th 2022 in ATU Sligo which was attend by Minister Harris and Minister Hildegarde Naughton.

The CE briefed the Board regarding his attendance at **the ETBI CE Forum on the 8th June**.

The CE briefed the Board regarding his attendance at the **Principals meeting on 9th June in the Bush Hotel Carrick-on-Shannon**.

The CE advised the Board that the annual report will be sent to the Department of Education as a draft and it will include highlights from Schools and FET. Some highlights from FET that were not included will be included in more detail in the Service Plan. There won't be any substantive substance change to the document in terms of DE/ Governance requirements.

The CE noted that the Department of Education will perhaps recommend changes and these will be brought to the Board again if necessary for noting/approval as appropriate.

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 Tom Connolly queried if enough support was being provided to the Ukrainian refugees in terms of language support.

Cllr Paddy O'Rourke enquired if enough tutors had offered their services. The Director of FET acknowledged that more tutors were required but that there was a lot of work ongoing in relation to recruiting more tutors and also ongoing training was being provided in community centres which included basic English classes.

SCHOOLS REPORT

The CE presented the schools report on behalf of the Director of School. The CE briefed the Board on the end of School year Principals meeting which took place on the 9th June. The CE

informed the Board that the schools report is available to view in full on One Note.

Cllr Rosaleen O’Grady acknowledged the hard work that is ongoing by the Director of Schools and also wished to thank the Director of Schools for all her work coordinating the DEIS schools.

ORGANISATIONAL SUPPORT AND DEVELOPMENT REPORT

The CE 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 CE informed the Board that the Organisational Support and Development Report is available to view in full on One Note.

Cllr Rosaleen O’Grady commended the improvements made to date and the continual improvements made in the Organisation, Support & Development pillar of MSLETB.

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

MSLETB 2022 OSD Corporate Risk Register
Approved permission to attend Foreign Travel
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.

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

This concluded the business of the meeting.

Signed: Mary Bokan
Chairperson

Date: 20/9/22