

MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

MINUTES OF THE PROCEEDINGS OF THE MEETING

The Landmark Hotel, Carrick-on-Shannon 8th November 2022 at

4.00pm

In attendance:

Mmes

P. Ní. Thaidhg
R. O'Grady, S.C.C
M. Bohan, L.C.C
D. Sheridan, M.C.C
N. McGowan
Dr. J. Van Aswegen

Messrs

T. Connolly, M.C.C
S. Carey, M.C.C.
Mr. C Hyland, M.C.C
Mr. J. Caulfield, M.C.C
P. O'Rourke, L.C.C
E. Stenson, L.C.C
R. Finn, M.C.C
A. Gibbons, S.C.C
S. Kilgannon
P. Coffey
M. Molloy

The following were also in attendance:

Mr. T. Grady, Chief Executive, Mr. P Egan, Director of Further Education and Training, Mr. P Howley, Director of Organisation Support, Mr P. Ryan, RA Consulting, Ms. A Daly, Corporate Services and Ms. F. Foody, Corporate Services.

APOLOGIES

Apologies were received from Mr. J. Moran, Mr. P. Forde, Ms. M. Madden, Director of Schools and Ms. M. Casserly 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 20th September 2022 were adopted by the Board on the proposal of Ms. N. McGowan and seconded by Cllr. R. O'Grady.

MATTERS ARISING

There were no matters arising.

RISK MANAGEMENT

The DOSD noted the improvements made to Health and Safety in the organisation and thanked the staff in MSLETB, particularly to Ms. June Kelly, Corporate Services.

MSLETB STRATEGY STATEMENT

The CE welcomed Mr. P Ryan from RA Consulting. Mr. P. Ryan presented the proposed Strategy Statement for 2023 – 2027 to the Board. The CE thanked RA Consulting for directing and preparing the Strategy plan for the organisation to date. It is proposed to bring the final draft of the Strategy Statement to the Board at the next meeting and presentation delivered by Mr. P. Ryan will be sent to the Board.

Dr. J. Van Aswegen proposed that there should be a stronger emphasis in the Strategy Statement on the learner voice. Mr. P. Ryan advised there would be more emphasis on this in the final draft of the Strategy following a student survey.

Ms. P. Ní Thaidhg remarked that the Strategy Statement is welcomed and is an ambitious plan.

Generally, the direction of travel with the Strategy Statement was welcomed and valuable discussion and feedback was provided by the Board.

APPROVAL OF LEASE AGREEMENTS

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

Rowanberry Enterprises currently have a Licence Agreement with MSLETB for use of Drumkeerin Old Vocational School.

They are making a CCIF application to Pobal for a new roof and some exterior works in the sum of €24,498.97. To facilitate this, they need a 5-year Lease.

Executive Management Team has approved a 10-year lease subject to the Boards approval.

The consideration is € 10:00 rent per annum.

The Board approved the lease for Rowanberry Enterprises on the proposal of Cllr. C. Hyland and was seconded by Cllr. E. Stenson.

Renewal of License for VTOS Achill Centre – Casadh an Taoille, An Corran, Achill.

Terms:

One Year (thereafter works will be completed to replace Modular at Achill OEC)

Cost - €1,083.00 per month

Annual Cost: €12,996

The Board approved the lease for VTOS Achill Centre on the proposal of Cllr. J. Caulfield and was seconded by Cllr. S. Carey

Retrospective Approval of Lease at Drumshanbo FET Centre (Enterprise Centre):

Terms:

1st of August 2018 to 1st of August 2023

Rent per month: €2,500

Annual Cost: €30,000

The Board approved the lease Drumshanbo FET Centre (Enterprise Centre) on the proposal of Cllr. E. Stenson and was seconded by Mr. P. Coffey.

GOVERNANCE/REPORT FROM SUB- COMMITTEE'S

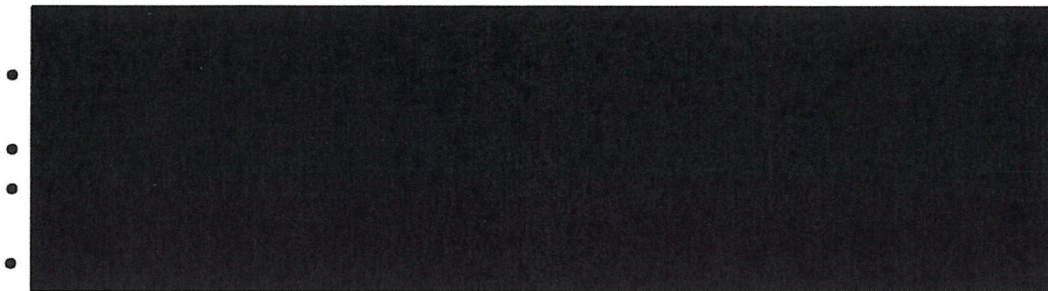
Reports from the Sub- Committees are available in MSLETB One note.

CHIEF EXECUTIVE'S REPORT

Votes of Sympathy

Mayo, Sligo and Leitrim ETB extended sincere sympathies to

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Self -Assessment - Board Effectiveness Evaluation

A self assessment document/questionnaire was circulated to each Board member for completion. under Section 4 of the **Code of Practice for the Governance of the Education and Training Boards.**

Parent Representative

The CE informed the Board that the Female Parent Representative position still needs to be filled.

Request from Céide Coast Community Company

The CE informed the Board that there has been a request from Céide Coast Community Group to provide space to a local lady to facilitate the Ballycastle Post Office being accommodated in the old St Patricks College school in Ballycastle. The Board approved this request.

ETBI Reserve Members Forum

The CE informed MSELTB Board that the ETBI require a nomination to the ETBI Reserve Members Forum. The CE proposed Chairperson Cllr. M. Bohan be nominated to the ETBI Reserve Members Forum. The Board approved this request and agreed with the nomination of Chairperson Cllr. M. Bohan.

School Completion Programme

The CE noted that a letter was sent to the Department of Education regarding the **School Completion Programme** and advised that a reply was received from the Department in return to Chairperson Cllr. M. Bohan. This is available in One note.

Iarratas Scoláireachtaí MSLETB go Coláiste Mhuigheo 2023

The CE sought approval and support from the Board that Colaiste Mhuigheo would accommodate students from MSLETB with the Gaeltacht Scholarship courses for 2023.

12 sponsored places for Mayo schools

6 sponsored places for Sligo schools

6 sponsored places for Leitrim schools

This was agreed by the Board on the proposal of Cllr. J. Caulfield and was seconded by Ms. P. Ní Thaidhg.

Vacancies on the school Board of Management

Approval was sought for the following Board of Management vacancies:

Name	School	Vacancy
Aoife Rooney	Ballinode College	Staff Rep
Deborah Muldoon	Corran College	Parent Rep
Johnny Gormanly	Corran College	Parent Rep
Mary Leydon	North Connaught College	Staff Rep
	North Connaught College	Student Rep
	North Connaught College	Student Rep
	North Connaught College	Student Rep
Lorraine McLoughlin	Colaiste Chomain	Parent Rep
Kate Callaghan	Colaiste Pobail Acla	Parent Rep

The Board approved the listed names on the proposal of Cllr. A Gibbons and was seconded by Mr. M. Molloy.

Leaving Cert student addressed the house of the Oireachtas

The CE informed the Board that a Leaving Cert student addressed the house of the Oireachtas. MSLETB, Board of management, Principal, Staff and Parents of Saint Brendan's College wish to send their very best wishes to Leaving Certificate student. [REDACTED] who spoke to the house of the Oireachtas on Friday 20th October on the topic of Climate Change.

The CE informed the Board that he attend the following meetings and events:

ETBI AGM 2022 Wednesday, 21st of September 2022
ETBI Annual Conference 2022 in Mount Wolsley Hotel in Tullow, Carlow
National Apprenticeship Alliance Meeting on 22nd September
Deputy Principals meeting 23rd September
Minister Harris launching SUIF Mohill Vocational School on the 10th October
Meeting with HEA and Solas re. FE-HE Pathways G Hotel, Galway 21st October
ETBI FET Conference, Hudson Bay, Athlone 26-27 October

The CE will be attending the ETB Public Affairs Event, Information on Education and Training Boards Ireland Briefing in the Buswells Hotel on the 6th December.

The CE noted that a number of teachers have requested **permission to travel abroad** and these are available for noting on One Note.

SCHOOLS REPORT

The CE presented the schools report on behalf of the Director of Schools. A full report on schools is available to the Board on One Note.

The Chairperson, Cllr. M. Bohan acknowledged the hard work that is ongoing by the Director of Schools and in MSLETB schools generally.

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 informed the Board regarding a recent Audit and Risk Committee meeting and the Audit Committee annual report. The DOSD informed the Board that the Organisational Support and Development Report is available to view in full on One Note.

Chairperson Cllr. M. Bohan, thanked the Director of Organisation, Support & Development and his staff in MSLETB for their hard work.

FURTHER EDUCATION AND TRAINING REPORT

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

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

Letter to the Department regarding School Completion Programme
Reply from Department regarding School Completion Programme
Audit Committee Annual Report 2021
Audit Committee Minutes of meeting 5th September 2022
Right to Disconnect Policies June 2022
Risk Appetite Statement
Standing Orders 22nd October 2022
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 M. Bohan thanked all present and wished everyone well, with continued

success for MSLETB.

This concluded the business of the meeting.

Signed: May Boher
Chairperson

Date: 20/01/2023