

MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

MINUTES OF THE PROCEEDINGS OF THE MEETING

Council Chambers, Co Leitrim, 23rd May 2023 at 4.00pm

In attendance:

Mmes

P. Ní. Thaidhg
M. Bohan, L.C.C
N. McGowan
A.M. McDaniel
R. O'Grady S.C.C

Messrs

P. O'Rourke, L.C.C
S. Kilgannon
P. Coffey
M. Molloy
P. Forde
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

The following were also in attendance:

Mr. T. Grady, Chief Executive, Mr. P Howley, Director of Organisation Support and Development, Ms. M. Madden, Director of Schools, Ms. O. Reilly, APO, Ms. F. Foody, Corporate Services.

APOLOGIES

Apologies were received from, Cllr. A. Gibbons, Dr. J. Van Aswegen, Cllr. M. Casserly, Cllr D. Sheridan, Cllr. E. Stenson and Mr. J. Moran 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 28th March 2023 were adopted by the Board on the proposal of Cllr. C. Hyland and seconded by Cllr. P. O'Rourke.

MATTERS ARISING

There were no matters arising from the minutes of the meeting held on the 28th March 2023.

SELF ASSESSMENT

Ms. Orla Reilly, APO, Corporate Services briefed the board on the self-assessment questionnaire.

The intention is that each Board member will complete the self-assessment questionnaire independently. The Chairperson of the Board, after collating and reviewing the responses, should lead a discussion on the key issues arising from the questionnaire. The focus of the discussion should be on areas where improvement is required or where there is a wider variation in responses to the issues raised in the questionnaire. The results of the self-assessment questionnaire and any actions arising should be reported to the Board for further discussion.

The Chairperson thanked the APO and opened the floor to questions. The CE thanked the APO and her team in Corporate Services for their work.

RISK MANAGEMENT

The Director of OSD reported that MSLETB remain compliant, and the Risk Registers are being updated in a timely fashion.

GOVERNANCE/REPORT FROM SUB- COMMITTEE'S

The DOSD updated the Board on a recent Audit and Risk committee meeting which was held on the 22nd March and also on the Finance Committee Meeting which was held on the 14th February.

The DFET updated the board on the Youthreach Advisory Board meeting which was held on the 9th May, the FET Committee meeting held on the 8th March and the MSLETB Youth and Arts Sub committee meeting held on 9th May.

The launch of the Mayo, Sligo, Leitrim Local Creative Youth Partnership and the LCYP Strategic Plan 2022-2025 took place on the 31st March in the Dock, Carrick-on Shannon. A very successful event.

The CE attended a **Performance Management CPD Course for Senior Management** on 20th April in Carrick-on – Shannon. Title of the workshop: *"Supporting Performance Management in MSLETB: A Comprehensive One-Day Training Workshop"*.

On the 24th April the **'One More Job' Launch** took place in the offices of Jennings O'Donovan & Partners, Finisklin Business Park, Sligo. Minister Simon Harris was in attendance. The One More Job initiative provides practical supports to small employers who are interested in hiring apprentices to help grow their business, and increase apprenticeship participation.

The CE attended a meeting **with Philip Sheridan from SOLAS and Director of FET on the 25th April regarding Apprenticeships which covered t items regarding MSLETB provision in apprenticeship, other FET programmes and an update on the FET College of the Future for MSLETB.**

The **ETB-SOLAS CEO quarterly meeting** took place on 26th April in ETBI.

The CE **visited LinkedIn EMEA HQ** in Dublin on 27th April.

Thursday 4th May the CE attended the **4 Nations College Alliance Meeting** in the Belfast Metropolitan College on behalf of the CE Forum. The event included inputs from officials and education leaders from England, Scotland, Wales and Northern Ireland.

On 9th May the CE had a meeting to discuss the single integrated apprenticeship system in **SOLAS**. On the same day he had a meeting with the National Apprenticeship Office on the 9th May to discuss the project on migration of apprenticeship programmes into an integrated system both meetings where on behalf of the Chief Executives Forum and the ETB sector.

BOM meeting in post primary school on the 11th May.

The CE updated the board in relation to the ongoing issue with an MSLETB post primary school Board of Management. The CE indicated that he had attended a Board of management meeting at the school on May 11th and was accompanied by another MSLETB Board Member. The CE reported that he has met with the various parties involved and work is ongoing aimed at resolving the issues the Board of Management is having. The CE indicated that he will update the Board again as soon as possible.

On the 15th May the CE met with DE along with DOSD, DOS and Capital Projects Building Officer to discuss MSLETB Capital and Building Provision.

On the 18th May the CE attended the **IBEC Q2 Regional Executive Committee Meeting of which he is a member and on the same day the annual Regional Insights Series Event** by IBEC.

On 19th May Minister Norma Foley visited Colaiste Iascaigh to officially open the new extension – new science lab and 2 additional classrooms the CE expressed thanks to the Chair of the Board, all board members who attended and has communicated a note of thanks to the Minister, and to the school for making this a tremendous event.

TRAVEL ABROAD

A number of staff and teachers will be travelling abroad for various events and Erasmus courses over the next couple of months.

Permission to travel abroad details are available One Note.

SCHOOLS REPORT

Ms. M. Madden, Director of Schools (DOS) presented the Schools Report for Mayo, Sligo and Leitrim Education and Training Board. 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 by teachers and staff in MSLETB schools and wished all students sitting exams in June the best of luck.

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

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

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

MSLETB Procurement Policy
MSLETB Youth Arts Sub Committee Meeting Minutes 9 th May
Youthreach Advisory Board Meeting Minutes 9 th May
Audit and Risk committee Meeting Minutes 22 nd March
Finance Committee Meeting Minutes 14 th February
MSLETB FET Committee Meeting Minutes 8th March 2023
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.

Chairperson, Cllr. M. Bohan thanked all present and wished everyone well, with continued success for MSLETB.

This concluded the business of the meeting.

Signed: 
Chairperson

Date: 27/06/23