

MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING
BOARD MINUTES OF THE PROCEEDINGS OF THE MEETING
Achill Outdoor Education Centre, 19th September 2023 at

11.00am

In attendance:

Mmes

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

Messrs

P. O'Rourke, L.C.C
S. Kilgannon
P. Coffey
J. Caulfield, M.C.C
S. Carey, M.C.C
T. Connolly, M.C.C
R. Finn, M.C.C
A. Gibbons S.C.C
E. Stenson L.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. A. Daly, Ms. F. Foody, Corporate Services.

APOLOGIES

Apologies were received from Mr. P. Egan, Director of Further Education and Training, Mr. J. Moran, Cllr. C. Hyland, Mr. P. Forde, Cllr. M. Casserly and Mr. M. Molloy who were unable to attend the meeting.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interests declared.

ACHILL OUTDOOR EDUCATION AND TRAINING CENTRE UPDATE ON PROGRAMMES

Mr. Michael Kane, Centre Director, Achill Outdoor Education and Training Centre (AOETC) updated the Board on programmes and ongoing developments in AOETC.

ADOPTION OF MINUTES

The Minutes of MSLETB's Board Meeting held on 20th June 2023 were adopted by the Board on the proposal of Mr. S. Kilgannon and seconded by Cllr. E. Stenson. Also, the minutes of MSLETB's Board Meeting held on 11th September 2023 were adopted by the Board on the proposal of Cllr. P. O'Rourke and seconded by Cllr. R. O'Grady.

MATTERS ARISING

There were no matters arising.

RISK MANAGEMENT

The Director of OSD informed the Board that the presentation on the FET Risk Register by the Director FET would be postponed until the next Board meeting in November.

ELECTION OF CHAIRPERSON

Cllr. Richard Finn proposed Cllr. John Caulfield as Chairperson and this was seconded by Cllr. Tom Connolly. Cllr. John Caulfield was formally declared elected as Chairperson of Mayo Sligo and Leitrim Education and Training Board. The outgoing chairperson Cllr. M. Bohan was sincerely thanked by the CE and members of the Board. The CE wished the incoming Chairperson Cllr. J. Caulfield well in his role.

Cllr. J. Caulfield accepted and thanked the Board for his selection and looked forward to the year ahead.

ELECTION OF DEPUTY CHAIRPERSON

Cllr. Rosaleen O'Grady proposed Mr. Seamus Kilgannon as Deputy Chairperson and this was seconded by Cllr. Arthur Gibbons. Mr Seamus Kilgannon was formally declared elected as Deputy Chairperson to Mayo Sligo Leitrim Education and Training Board.

Mr. S. Kilgannon accepted the position and thanked the Board for his selection.

NOMINATIONS OF MSLETB DELGATES TO ETBI CONFERENCE 2023

The following members were selected to attend the ETBI Conference 2023:

- Mr. Tom Grady
- Cllr. Mary Bohan
- Cllr. Rosaleen O'Grady
- Dr. Jennifer Van Aswegen
- Cllr Paddy O'Rourke
- Mr. Malachy Molloy

- Cllr. Donna Sheridan
- Mr. Peter Egan, DFET
- Ms. Mary Madden, DOS
- Mr. Pat Howley, DOSD

The Board approved this selection on the proposal of Cllr. T. Connolly and seconded by Cllr. M. Bohan.

APPROVAL OF LEASE AGREEMENTS

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

1.Approval of lease at Drumshanbo Enterprise Centre

Summary Details are as follows:

Parties: Lease between MSLETB and Drumshanbo Enterprise Centre

Term:1st August 2023 – 1st August 2028 (additional BTEI room added)

Rent: € 37,200 per annum.

The Board approved the lease for Drumshanbo Enterprise Centre on the proposal of Cllr. E. Stenson and was seconded by Cllr. P. O'Rourke.

2.Approval of Lease at ATU SLIGO, Ash Lane, Sligo

Summary Details are as follows:

Parties: Lease between MSLETB and ATU SLIGO

Term:11th September 2023 – 11th September 2028

Rent: € 29,636 per annum.

The Board approved the lease for ATU Sligo, Ash Lane, Sligo on the proposal of Cllr. R. O'Grady and seconded by Cllr. A. Gibbons.

3.Retrospective Approval of Lease at Chapel Street, Belmullet Co Mayo

Summary Details are as follows:

Parties: Lease between MSL ETB and Comhar Iorrais Teoranta Belmullet

Term– 1st June 2020 – 31st May 2026

Rent: €30,000 per annum

Note: this Lease was approved by the Board on the 24th of November 2020 for a term of 4 years. As there was a delay in getting final documentation and Departmental approvals, the lease was only executed on the 18th of May 2023. By request of MSL ETB, the term was amended from 4 to 6 years, commencing on the 1st of June 2020 until the 31st May 2026. We

are now seeking retrospective approval from the Board for a 6-year term as opposed to a 4 year term.

The Board approved the lease for Chapel Street, Belmullet on the proposal of Cllr. T. Connolly and seconded by Ms. P. Ní. Thaidhg.

4. Renewal of Lease to Moyvalley IRD (Old Vocational School, Cathedral Road, Ballina, Co Mayo)

Summary Details are as follows:

Parties: Lease between MSLETB and Moyvalley IRD

Term: 28th February 2021 – 28th February 2051

Rent: € 100 per annum.

The Board approved the lease for Moyvalley IRD on the proposal of Cllr. S. Carey and seconded by Cllr. T. Connolly

5. Approval of Lease at Barrick Hill Newport Co Mayo

Summary Details are as follows:

Parties: Lease between MSLETB and Burrishoole Community Centre

Term: 27.06.2013 – 26.06.2043 (extend lease to 20 years, originally approved to 2038)

Rent: €10

The Board approved the lease for Burrishoole Community Centre on the proposal of Cllr. T. Connolly and seconded by Cllr. J. Caulfield.

6. Approval of Lease at Gurteen Vocational School, Gurteen Co Sligo

Summary Details are as follows:

Parties: Lease between MSLETB and Gurteen Games Company

Term: 20 years

Rent: €10

The Board approved the lease for Gurteen Vocational School on the proposal of Cllr. S. Carey and seconded by Cllr. J. Caulfield.

Purchase of Lands

The CE sought approval for the Purchase of Lands.

MSLETB are proposing to purchase Lands at Mohill Road, Carrigallen, Co. Leitrim adjacent to the school from Mr and Mrs Spring, for the purchase price of €240,000 and now seek the Boards approval to purchase same.

The CE advised that the proposed purchase will be funded through the Department and the Department have given approval to purchase same. MSLETB are at early stage in the process.

The Board approved the purchase of lands at Mohill Road, Carrigallen, Co. Leitrim on the proposal of Cllr. Paddy O'Rourke and was seconded by Mr. P. Coffey.

A discussion took place regarding the challenges of delivering additional accommodation.

GOVERNANCE/REPORT FROM SUB- COMMITTEE's

There was no sub-committee report.

CHIEF EXECUTIVE'S REPORT

Mayo, Sligo and Leitrim ETB extended sincere sympathies to a number of staff members and a number of former staff members on recent bereavements.

Events/Meetings Attended

The CE attended a number of events including:

The Department of Further and Higher Education, Research, Innovation and Science Regional Dialogue Meeting in Galway on 23rd June 2023.

Údarás na Gaeltachta Meamram Tuisceana meeting Athenry on 27th June 2023.

The Sales Apprenticeship Revalidation Panel Event on 28th June 2023

The National Apprenticeship Alliance meeting on 29th June.

A number of meetings have taken place with the CE and the Chief Executive of Mayo County Council and MSLETB's Executive Management Team the Mayo College of the Future.

The CE attended a Cluster and National Tertiary office meeting on 9th August in ATU Sligo.

The CE had several meetings and calls with the Department of Education regarding School Buildings.

...../

On the 29th August the CE opened an event with Mr. Peter Egan, DFET for Cruinniu/ MSLETB Transversal Skills Symposium in the Park Hotel Kiltimagh. An Adult tutors CPD event took place over two days.

The CE attended the National Apprenticeship Alliance on 31st August.

A meeting took place with the National Apprenticeship Office on planning to address phase 2 craft apprenticeship training backlogs on 7th September.

The CE is dealing with the School Board of Management issue that the Board had requested the CE deal with on their behalf. This is continuing and remains unresolved; the CE will update the Board at the next meeting.

The CE enquired with the Board if they are aware of any National Schools in their area who would be open to a new Patronage and if so to make MSLETB aware of this as there is an opportunity to create a Community National School model.

Cllr. M. Bohan proposed to invite Mr. Seamus Conboy, Director of Schools, (Community National Schools & Patronage) on the National Schools model for ETBs.

Travel Abroad

A number of staff and teachers will be travelling abroad for various events and Erasmus courses. **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. Ms. M. Madden congratulated all students in MSLETB on their recent Leaving Certificate results and thanked all the Principals, Deputy Principals, teachers and support staff for all their work and support for students.

A full report on schools is available to the Board on One Note.

The Chairperson, Cllr. J. Caulfield acknowledged the hard work that is ongoing by the Director of Schools and by teachers and staff 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, Human Resources, Corporate Services, Buildings Report and ICT Report for Mayo, Sligo and Leitrim Education and Training Board. The DOSD proposed to invite the APO, ICT to the next Board meeting for an update on ICT related matters.

The DOSD thanked Cllr. M. Bohan and Cllr. S. Carey for their support and assistance over the last year and wished Cllr. J. Caulfield all the best of luck for the coming academic year.

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

FURTHER EDUCATION AND TRAINING REPORT

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

The Chairperson, Cllr. J. Caulfield 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 Access Control Policy – Approved by EMT 29 th August 2023
MSLETB Retirement Policy – Approved at EMT 29 th August 2023
MSLETB Clean Desk Policy – Approved at EMT 18 th September 2023
MSLETB Clean Desk Protocol – Approved at EMT 18 th September 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

AOB

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

Chairperson, Cllr. J. Caulfield thanked all present and Mr. Michael Kane and staff in Achill Outdoor Education and Training Centre for the use of the venue with its wonderful facilities and wished everyone well, with continued success for MSLETB.

This concluded the business of the meeting.

Signed: 
Chairperson

Date: 14.11.23