

**MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING**  
**BOARD MINUTES OF THE PROCEEDINGS OF THE MEETING**  
**Landmark Hotel, Carrick on Shannon at 4.00pm on**  
**Tuesday 25<sup>th</sup> February 2025.**

**In attendance:**

**Mmes**

P. Ní. Thaidhg  
M. Bohan, L.C.C  
D. Sheridan, M.C.C  
A. O'Brien  
S. McLoughlin  
C. Brawn  
E. McSharry S.C.C

**Messrs**

J. Queenan S.C.C  
J. Gilmartin L.C.C  
P. O'Rourke L.C.C  
R. Finn M.C.C  
S. Carey M.C.C  
J. Caulfield M.C.C.  
S. Goldsberry  
M. Molloy  
S. Kilgannon  
A. Brogan  
D. Mulvey S.C.C

The following were also in attendance:

Mr. T. Grady, Chief Executive (CE), Mr. P. Howley, Director of Organisation Support and Development (DOSD), Mr. P. Egan, Director of Further Education and Training (DFET), Ms. Mary Madden, Director of Schools (DOS), Ms. S Mulroe and Ms. C Leonard, Corporate Services.

**APOLOGIES**

Apologies were received from Mr. P Forde, Cllr. G Murray and Cllr., G Coyle.

### **DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interests declared.

### **ADOPTION OF MINUTES**

The Minutes of MSLETB's Board Meeting held on 10<sup>th</sup> December 2024 were adopted by the Board on the proposal of Cllr. M Bohan and seconded by Mr. S Kilgannon.

### **RISK MANAGEMENT**

Mr. Peter Egan, Director, DFET presented the FET Risk Register to the Board. The DFET gave a high level overview of the risks in each of the three categories, red, amber and green.

Mr. A Brogan queried who determines the risk rating.

DOSD advised that the Executive Management Team (EMT) assess the risks, and they are rated accordingly. Red risks are monitored every quarter, amber risks every six months and green risks annually.

The CE added that the EMT dedicate an EMT meeting specifically for Risk Registers. The CE also advised that given the nature of some risks, they cannot be reduced.

### **BOARD SELF-ASSESSMENT – Review of Results**

DOSD updated the Borad on the board self-assessment, fifteen Board members completed the questionnaire on 10th December 2024. All answers received a four or five rating, with one question, Q.28 receiving a satisfaction rating of three.

DOSD thanked Borad members for taking part in the Board self-assessment, acknowledged that it was early for new board members to complete the self-assessment, DOSD advised Board members that they will be asked to carry out another self-assessment at the end of year.

## **APPROVAL OF LEASE AGREEMENTS /PROPERTIES**

### **Approval of VARIATION of Lease at Abbey Street, Ballina, Co Mayo**

The Executive Management Team sought the Boards approval to vary the terms of the original lease by way of Deed of Variation.

**Parties:** Lease between MSLETB and Vincent Ruane Builders Ltd.

**Term:** 1st March 2023 – 31st May 2027

**Rent:** €24,530 per annum

MSLETB entered into a Lease agreement with Vincent Ruane builders on the 1st of March 2013 for 10 years, both parties have agreed to vary the terms of that Lease from the 1st of March 2023 to the 31st of May 2027.

The Board approved the variation to the lease agreement on the proposal of Cllr. J Caulfield and seconded by seconded by Cllr. S Carey.

### **Approval of Sale of Lands at Tubbercurry, Co Sligo**

MSLETB received an expression of interest from Sligo County Council to purchase lands at Tubbercurry, the sale of which will be subject to a Tailte Eireann Valuation, and Departmental approval.

The lands are currently held under Lease by two community groups. We understand that these groups welcome Sligo County Councils proposal and are working closely with the Council in the context of 2023 Town Centre First (TCF) plan for Tubbercurry.

The Executive Management Team sought the Boards approval in principle to proceed to progress the sale of lands at Tubbercurry, Co. Sligo.

The Board agreed to approve the sale in principle on the proposal of Cllr. D Mulvey and seconded by Cllr. J Queenan.

### **Approval of Sale of Property at Corballa Co Sligo.**

On the 14th of November 2023, the Board approved to seek ministerial approval to sell a property at Corballa, Co Sligo. Ministerial approval was granted on the 13th of March 2024. The property was put on the open market, our Auctioneers secured a sale price of €131,000.

The Executive Management Team sought the Board's approval to proceed with the sale.

Board member S. McLoughlin queried the value of the property at Corballa. DOSD advised that the property was valued at €99,000.00

The Board agreed to proceed with the sale on the proposal of Cllr. D Mulvey and seconded by Mr. S Goldsberry.

### **Approval of Lease at Grange Post Primary, Grange Co Sligo**

**Parties:** Lease between MSLETB and North Sligo Athletic Club.

**Term:** 15 years from date of execution of Lease.

**Rent:** Nominal fee €50 per annum

Site will be developed by the Club and the School will have access to facilities during term time.

The Executive Management Team sought the Boards approval for the Lease.

The Board approved the lease on the proposal of Mr. S Kilgannon and seconded by Cllr. J Gilmartin.

### **Approval of Purchase of Lands at Carricknabrack, Drumshanbo, Co Leitrim**

On the 10th of December 2024, the Board approved the Purchase of Lands at Drumshanbo for a sale price of €247,000.

The vendor sought to renegotiate the sale price. The parties have agreed to proceed with the purchase price of €250,000.

The Executive Management Team sought the Board's approval for the final agreed purchase price.

The Board agreed to proceed with the sale on the proposal of Cllr. M Bohan and seconded by Ms. S. McLoughlin.

### **APPROVAL OF DRAFT MSLETB SERVICE PLAN 2025**

The CE presented the draft 2025 Service Plan to the Board, he advised the Board that the Service Plan is an important part of our compliance and statutory obligations, it identifies actions, performance indicators and targets to meet MSLETB's goals and priorities and sets out the services that will be provided to the communities of Mayo, Sligo & Leitrim in 2025.

The Finance Committee received a presentation from APO, Corporate Services on the Service Plan on 18<sup>th</sup> February and have formally recommended it to the Board for approval.

DOSD advised the Board that we still await the 2025 funding figure from SOLAS, Cllr. M Bohan added that she raised this as an issue at a recent ETBI finance committee, it expected that funding allocations will be issued by end of Q1 2025.

CE advised that figures used are based on what we expect it will cost to fund the services planned for 2025.

Both the CE and DOSD thanked the APO, Corporate Services for all their work in completing the 2025 Service Plan.

The CE sought the Board's approval for the draft 2025 Service Plan.  
The Board approved the Service Plan and on proposal of Ms. P. Ní. Thaidhg and seconded by Mr. S Kilgannon.

### **APPROVAL OF FET COMMITTEE MEMBERS**

The Board approved the appointment of the following nominations to the FET Committee on the proposal of Cllr. D Sheridan and Cllr. J. Gilmartin.

<b>External members</b>
Rosaleen O'Grady
Sean Burke
Tom Connolly

  

<b>Board members</b>
Seamus Kilgannon (Chairperson)
Angela O'Brien
Colette Brawn
James Gilmartin
John Caulfield
Pat Forde
Mary Bohan
Dara Mulvey



## **CHIEF EXECUTIVE'S REPORT**

### **Votes of Sympathy**

The CE extended sympathies to a number of staff members and their families on recent bereavements.

### **New Generation Apprenticeship Awards Ceremony 7<sup>th</sup> March**

The CE invited all Board members to the upcoming New Generation Apprenticeship Awards Ceremony on Friday 7<sup>th</sup> March 2025 in The Landmark Hotel.

The CE also informed the Board of some ongoing current events and items he is directly involved in or overseeing:

CE meeting with Secretary General, Department Education  
Attended Joint Principals and FET Leaders meeting, Enniscrone, Co. Sligo  
Attended ETBI Strategy Steering Committee meeting  
College of the Future meeting  
Meeting with S Conboy, Director of Schools, ETBI  
Attended Bett Conference, London  
FET SOLAS Liaison meeting,  
QQI Green Cert, Feedback Session  
Attended National Apprenticeship Alliance meeting  
Attended Principals & Deputy Principals Conference  
Attended DFET Forum  
Attended Induction for School Leaders, Sligo

### **Storm Eowyn**

The CE thanked staff for all their extra work and efforts in the aftermath of Storm Eowyn and associated power outages.

## **ORGANISATIONAL SUPPORT AND DEVELOPMENT REPORT**

Mr. Pat. 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.

Cllr. D. Sheridan raised a query regarding the quality and nutritional value of school meals in general, Cllr. Sheridan added that her query was a general query and not targeted at any ETB school.

DOSD advised that the providers of school meals are procured through the national framework and criteria regarding nutrition is outlined at the outset. Our procurement unit evaluate the applications and also conduct sample tasting to ensure our schools receive high quality and best value for money.

Ms. S. McLoughlin raised a query regarding distance and potential environmental impact when schools use providers for school meals who are not local.

Chairperson, Cllr. J Queenan advised that competition for provision of school meals is a run through the public procurement process which is open to all provider to apply to.

Cllr. S Carey thanked all involved for their work in relation to works at Coláiste Chomain

He also queried how sanctioned works at St. Brendan's were progressing - CE indicated that it could be 2027 before Stage 2 is commenced.

Cllr. E. McSharry queried what contingency measures the ETB has regarding broadband, if we were to experience another storm similar to storm Eowyn.

DOSD advised that we are in contact with HEAnet regarding solutions

## **SCHOOLS REPORT**

Ms. Mary. Madden, Director of Schools (DOS) presented the Schools Report for Mayo, Sligo and Leitrim Education and Training Board.

The DOS acknowledged and thanked principals and school staff for going above and beyond in the aftermath of Storm Eowyn and associated power outages.

The CE briefed the Board with regard to the potential transfer of a National School to MSLETB, if successful, this would be MSLETB's first venture in Community National Schools (CNS).

A full report was circulated to the Board prior to the meeting and is available in full in the Board One Note/Board pack.

## **FURTHER EDUCATION AND TRAINING REPORT**

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

A full report was circulated to the Board prior to the meeting and is available in full in the Board One Note/Board pack.

**The following documents were included in the Board pack (OneNote) for Noting by the Board:**

Finance Committee minutes – Dec '24
Audit & Risk Committee minutes Nov '24
ICT Policies
MSLETB – List of Correspondence
MSLETB – List of Circulars
MSLETB - List of School BOM Minutes and Policies

**AOB**

The next Board meeting is scheduled for 25<sup>th</sup> March 2025.

The Chairperson, Cllr. Joesph Queenan thanked all present at the Board meeting for their hard work and support.

This concluded the business of the meeting.

**Signed:**



**Chairperson**

**Date:**

25/03/25