

Minutes of MSLETB Board Meeting

Date: 24th February 2026

Venue: Swinford FET
Dublin Road
Swinford, Co. Mayo.



msletb

Bord Oideachais agus Oiliúna
Mhaigh Eo, Shligigh agus Liatroma
Mayo, Sligo and Leitrim
Education and Training Board

1. Members Present

Cllr. Mary Bohan Chairperson
Cllr. Richard Finn
Cllr. Sean Carey
Cllr. Gerry Murray
Mr. Seamus Kilgannon
Ms. Colette Brawn
Cllr. Paddy O'Rourke
Mr. Pat Forde
Cllr. Edel McSharry
Ms. Sabina McLoughlin
Cllr. Gerry Coyle
Mr. Shane Goldsberry
Cllr. Donna Sheridan
Mr. Aidan Brogan
Ms. Angela O'Brien
Cllr. John Caulfield

Apologies:

Cllr. Joeseeph Queenan
Cllr. James Gilmartin
Mr. Malachy Molloy
Cllr. Dara Mulvey
Ms. Pamela Ni Thaidhg

MSLETB Staff:

Mr. Tom Grady, Chief Executive, (CE)
Mr. Pat Howley, Director of Organisational Support and Development (DOSD)
Mr. Peter Egan, Director of Further Education & Training (DFET)
Ms. Michael Walshe, Director of Schools (Acting DOS)
Ms. Mary McDonald, APO, Head of Corporate Services, Governance and Compliance
Ms. Fiona Foody, Corporate Services Governance and Compliance
Ms. Sarah Mulroe, Corporate Services, Governance and Compliance

Visitors:


Mr Hugh Heffernan - Piquant
Mr Kevin King - Piquant

2.	Declarations of conflict of Interest
	No conflict of interest was declared.
3.	Adoption of Minutes
	The adoption of the minutes of MSLETB's Board Meeting held on Tuesday 09th December 2026, were proposed by Mr. Pat Forde and seconded by Ms. Colette Brawn.
4.	Matters Arising
	There were no matters arising.
5.	MSLETB Branding Project
	<p>Mr Hugh Heffernan and Mr Kevin King – Piquant, gave a high-level PowerPoint presentation on the Brand Development (Stage 2) of the rebranding project. The presentation focused on the proposed brand strategy for the new MSLETB corporate brand, Colleges of FET, Post Primary Schools, Community National Schools and Youthreach. For each, logos, colours, fonts, photography guides, graphic assets, usage guides and sample applications were presented.</p> <p>Board members were pleased with the branding and a comprehensive discussion took place with regards the process and the branding itself. The discussion covered the school branding and the naming of schools in MSLETB. The Branding was then formally approved by the Board on the proposal of Ms. Colette Brawn and seconded by Cllr. Edel McSharry. We have now received confirmation that we can move to Stage 3: Implementation.</p>
5.	Risk Management - Organisation Support Department
	DOSD gave a comprehensive overview of the Risk Register. He outlined some of MSLETB's red risks: Business Continuity and Cyber Security. The DOSD noted that Risk Management remains a standing item on the agenda.
6.	Approval of Lease Agreement(s)/ Purchase of land(s)
	There were no Lease Agreements for approval.
7.	Approval of draft MSLETB Service Plan 2026
	<p>The Draft Service Plan was presented to the Board by the CE and the DOSD. This Service Plan is an important part of MSLETB's compliance and statutory obligations regarding delivering the services for MSLETB for 2026. It identifies actions, performance indicators and targets to meet MSLETB's goals and priorities and sets out the services that will be provided to our communities in 2026.</p> <p>The Board reviewed the Draft Service Plan 2026 and it was approved on the proposal of Mr. Pat Forde and Cllr. Gerry Coyle</p>
8.	Finance Committee annual report to the Board.
	Deferred to the next meeting.
9.	Report from Sub Committees

	<p>The DFET gave a comprehensive report on the sub-committees including Youth Reach and Youth and Arts.</p> <p>The DOSD gave an overview of the Finance Committee meeting of the 12th December 2025 and advised that the CE was in attendance.</p>
10.	Chief Executive's Report
	<p>The CE extended his welcome to the Board members.</p> <p>The CE extended sympathies to several colleagues & staff members and their families on recent bereavements.</p> <p>The CE gave a summary of some of the ongoing current events and items he is directly involved in or overseeing.</p> <p>The CE attended the Finance Meeting on the 12th of December and the Audit and Risk meeting on the 15th of December.</p> <p>The CE advised that Mayo, Sligo & Leitrim Education and Training Board's Financial Statements for 2024 have been laid before the Houses of the Oireachtas in accordance with the provisions of Section 51(2) of the Education and Training Boards Act 2013.</p> <p>The CE advised that Midwest Radio was at the open day at Cuilmore National School on the 9th February which he attended, he also attended the open evening held in the school 10th February.</p> <p>The CE also advised that the OCAg Audited 4 ETBs following funding challenges in 2024. We were not included.</p> <p>The CE advised that the Office of the Comptroller and Auditor General (OCAg) Insights: Providing Good Quality Financial Information guidance was added to OneNote pack. The document outlines the key principles and recommended actions to support strong financial governance and high quality internal financial reporting and is intended to support efforts to strengthen financial governance, enhance transparency and ensure alignment with OCAg expectations.</p>
11.	Directors Reports
	a. Schools Report
	<p>The Acting DOS gave a comprehensive overview of the schools' report.</p>

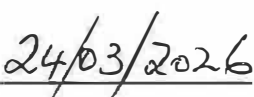
	<p>The full report was circulated to the Board prior to the meeting and is available in full in the Board One Note/Board pack.</p> <p>b. Organisation Support and Development Report including Buildings, Finance and ICT Report</p> <p>The DOSD gave a comprehensive overview of the OSD Report.</p> <p>The full report was circulated to the Board prior to the meeting and is available in full in the Board One Note/Board pack.</p> <p>b. Further Education and Training Report</p> <p>The DFET gave a comprehensive overview of the Further Education and Training Report</p> <p>The full report was circulated to the Board prior to the meeting and is available in full in the Board One Note/Board pack.</p> <p>DFET offered his condolences on the passing of Diarmuid Quinn, Belmullet, Co. Mayo.</p> <p>DFET offered his condolences to the wife and family of Sergei Nesterenko, learner, ESOL centre, Ballina who very sadly passed away suddenly in class. He also wished to thank the staff who carried out CPR, used the defibrillator and gave amazing support to Sergei's wife on the day.</p>
11.	Any Correspondence / documents for noting
	No
12.	Any Other Business
	Cllr. Donna Sheridan extended her welcome to the new Acting DOS, Mr Michael Walshe and wished him well in his role.

Signed:


 Cllr. Mary Bohan,

Chairperson, MSLETB Board

Date:



24th March 2026.