

Minutes of Meeting held on 23rd January 2020

A meeting of Louth and Meath Education and Training Board took place in Crowne Plaza Hotel, Dundalk, Co. Louth, at 5pm on Thursday, 23rd January 2020.

CATHAOIRLEACH:	Cllr. Nick Killian
BAILL I LATHAIR:	Cllr. Eileen Tully, Cllr. John Sheridan, Cllr. Maria Murphy, Cllr. Marianne Butler, Cllr. Sharon Tolan, Cllr. Wayne Harding, Cllr. Antoin Watters, Mr. Bill Sweeney, Mr. Ciarán O'Donnell, Mr. Paul Dermody, Ms. Maureen Fanning, Ms. Roisin Duffy, Ms. Siobhan Greer, Ms. Irene Brady and Ms. Karen Tobin.
LEITHSCEIL:	Cllr. Damien O'Reilly, Cllr. Erin McGreehan, Cllr. Deirdre Geraghty-Smith, Cllr. Emer Tóibín and Mr. Billy Watson
AR FREASTAIL:	Mr. Martin G. O'Brien, CE Ms. Fiona Kindlon, Director of Schools Ms. Sadie Ward McDermott, Director of FET Mr. Brian Murphy, Director of OSD Ms. Anne Whyte, APO Finance Ms. Sinead Murphy, Land and Buildings Officer, Ms. Barbara Brennan, PA to CE

1. Order of Business

1.1 Apologies were noted from Cllr. Damien O'Reilly, Cllr. Erin McGreehan, Cllr. Deirdre Geraghty-Smith, Cllr. Emer Tóibín, and Mr. Billy Watson

Condolences were expressed in the usual respectful manner.

1.2 It was resolved **R. 01/01/2020** to approve the absence of LMETB members: Cllr. Damien O'Reilly, Cllr. Erin McGreehan, Cllr. Deirdre Geraghty-Smith, Cllr. Emer Tóibín and Mr. Billy Watson

Proposed: Cllr. Maria Murphy

Seconded: Cllr. Sharon Tolan

2. Minutes and Matters Arising

2.1 It was resolved **R. 02/01/2020** to approve the minutes of the LMETB Board meeting of 21st November 2019.

Proposed: Cllr. Sharon Tolan

Seconded: Siobhan Greer

2.2 It was resolved **R. 03/01/2020** to approve the minutes of the LMETB Board meeting of 10th December 2019.

Proposed: Cllr. Sharon Tolan

Seconded: Cllr. Marianne Butler

Director of OSD took members through the proposed amendment of the minute of 10th October 2019 which had been previously approved. He noted the proposed lease for the Railway Street premises was incorrectly recorded as a 12-month term rather than 24-month term. The recorded minutes have been revised to correct this error.

2.3 It was resolved **R. 04/01/2020** to approve the amended minutes of the LMETB Board meeting of 10th October 2019.

Proposed: Cllr. Sharon Tolan

Seconded: Maureen Fanning

2.4 There were no matters arising.

3. Finance

3.1 APO Finance took members through the finance report to the end of December 2019.

It was resolved **R. 05/01/2020** to approve the finance report to the end of December 2019.

Proposed: Cllr. Maria Murphy

Seconded: Ciaran O'Donnell

The CE and Director of OSD took members through the response to the letter of appeal the CE made to the Department of Education and Skills wherein additional funding was granted to LMETB under ONP budgets. This was welcomed by the Executive and will have a positive effect in reducing the balance of LMETB's end of year deficit.

3.2 APO Finance outlined the necessity for Board Approval to amend recorded/ approved signatories to LMETB's Online Banking Profile.

It was resolved **R. 06/01/2020** to approve the changes required by the Executive to LMETB's Online Banking Profile.

Proposed: Cllr. Wayne Harding

Seconded: Roisin Duffy

4. Correspondence

a. Department of Education and Skills: [Circulars](#)

<i>C/L ref</i>	<i>RE:</i>
0063/2019	Scheme for Leave of Absence Following Assault for lecturers employed in an Institute of Technology and Technological University
0064/2019	Panel access for fixed-term/temporary (this includes substitute) and part-time teachers to the Supplementary Redeployment Panel for the 2020/21 school year – Primary
0065/2019	Revision of Salaries for Special Needs Assistants (SNAs) with effect from 1 January 2020
0066/2019	Revision of Salaries for Clerical Officer and Caretakers employed in National Schools under the 1978/79 Scheme and for Clerical Offices employed in Post Primary Schools under the 1978 Scheme with effect from 1 January 2020
0067/2019	Revision of Salaries of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools with effect from 1 January 2020
0068/2019	Revision of Salaries in respect of all staff other than teachers and SNAs employed by ETBs with effect from 1 January 2020
0069/2019	Revision of Salaries of all staff paid directly by a recognised school or ETB with effect from 1 January 2020
0070/2019	Revision of Third Level Salaries with effect from 1 January 2020
0071/2019	Copyright and other Intellectual Property Law Provisions Act 2019 - Matters for Commencement regarding Education
0072/2019	Revised Rates and Thresholds of the Additional Superannuation Contribution with Effect from 1 January 2020
0073/2019	Revision of Teacher Salaries with effect from 1 January 2020
0074/2019	Revision of Pay Rates in 2020 for Grant Funded School Secretaries, Caretakers and Cleaners employed by the Boards of Management of Recognised Primary Schools or by ETBs in Community National Schools using Ancillary Services Grant funding
0075/2019	Revision of Pay Rates in 2020 for Grant Funded School Secretaries, Caretakers and Cleaners employed by the Boards of Management of Voluntary Secondary Schools in the Free Education Scheme and associated increases in Grant funding for same
0001/2020	Revisions to the Leaving Certificate Arabic interim syllabus and the introduction of a revised specification for Leaving Certificate Classical Studies.
0002/2020	Prescribed Material for Leaving Certificate English Examination in 2022

Department of Education and Skills Circulars are available to download from the Departments website <https://www.education.ie/en/Circulars-and-Forms/Active-Circulars/?pageNumber=1>

b. Correspondence received from Department of Education and Skills

<i>Date Received</i>	<i>Subject</i>
22/11/2019	Extension of Rental Period for Bush PP
25/11/2019	Extension of Rental Period in O'Carolan College
26/11/2019	Factual Verification -CPSIPP-FINAL Dunshaughlin CC
28/11/2019	Sanction – Grade IV ALS
29/11/2019	By EMAIL. From Connie Hanley re delay in replying to confirm the approval of the scholarships and gift detailed in LMETB letter of the 10th October 2019
02/12/2019	Extension for rental at Navan Rugby Club
02/12/2019	The George Moore Scholarship
04/12/2019	Factual Verification Coláiste Clavin
04/12/2019	By EMAIL. Update review of leased property in the ETB Sector
05/12/2019	Traveller Pupil Grant 2019/20
10/12/2019	Sanction of Youthreach Resource Person
11/12/2019	Report of Inspection – Dunshaughlin CC – Final Inspection – Child Protection and Safeguarding
12/12/2019	Allocation for projected enrolment
16/12/2019	Approval for Scholarships
16/12/2019	Approval for Nobber Fair donation
19/12/2019	Publication of ETB Accounts for the year ended 31st December 2018
20/12/2019	EMAIL Audit 19 Louth Meath ETB (Louth) YR 2016 - Follow Up
23/12/2019	EMAIL AA Ref 27 Audit of Training for the Unemployed Louth Meath Training Centre
02/01/2020	Application for Additional Temporary Accommodation at Ard Rí – Initial Approval Letter
02/01/2020	EMAIL Update of the Public Spending Code (PSC), Guidelines for the Use of Public-Private Partnerships (PPPs) and related rules
02/01/2020	EMAIL Transfer of PLC funding & impact on budgets
02/01/2020	Allocation of Teaching Posts 2019/20
08/01/2020	Capitation Payment in respect of CNS
08/01/2020	Important information regarding the Closure of DES Bank of Ireland EMAIL
09/01/2020	Ref ETB Non Pay/ ONP Grant 2019 – Update of figures
15/01/2020	Building Project-Enfield/Kilcock
15/01/2020	Draft report of SENPP

c. Correspondence received from other sources

<i>Date Received</i>	<i>From:</i>	<i>Subject</i>
14/11/2019	Dundalk Institute of Technology	Cindy Andrews – Nominated as Female Student Rep for Dundalk IT
15/11/2019	DCYA	LGBTI+ Youth Service Grant Scheme 2019
15/11/2019	SOLAS	Strategic Dialogue Meeting between SOLAS and LMETB
15/11/2019	Boyne CS	Board Meeting Minutes
19/11/2019	O'Flynn Exhams Sols	Contract for Sale Dunshaughlin
19/11/2019	C&AG	Leasing of Buildings by ETBs
21/11/2019	DCYA	Youth Work Function and Technical Assistance Payments 2019
22/11/2019	Yemi Adenuga (EMAIL)	To CE's office Re: Board Correspondence - Meeting 10/10/2019
27/11/2019	Trevor Golden (EMAIL)	To CE's officer re resignation BOMs
27/11/2019	Glenman	Scanned letter re Ratoath College via McGarry Ní Éanaigh Architects
03/12/2019	O'Fiaich College	Notification of Community Nominees to Board of Management
05/12/2019	Athboy CS	Minutes of BOM 23/09/2019
05/12/2019	DCFE	Nominees of BOM 26/11/2019
09/12/2019	SOLAS	FET Planning and funding 2020
16/12/2019	Macdara O'Duillearga	Correspondence re-election of Board of Management
17/12/2019	Social Welfare Services Office	School Meals Scheme: Scoil Ui Mhuiri Coláiste Chu Chulainn O'Carolan College Bush PP St Olivers Beaufort College Coláiste Clavin
19/12/2019	Dundalk Institute of Technology	Nominations of governing body of Dundalk institute of Technology
02/02/2020	DCYA	Requirements for UBU
06/01/2020	Ratoath College	Request for DOS to attend Independent Digital Review Committees
07/01/2020	St Peter's GAA Club	Nomination of Damien O'Reilly, Community Rep DCFE
12/01/2020	Ratoath College	Parents Association -Fee for National Parents association
02/01/2020	DPER	Single Scheme Survey for Member Numbers at 31 December 2019
03/01/2020	Garda	Police Property application for funds frozen after fraud at LMETB in 2017
10/01/2020	Glenman	RCE - another letter from Glenman Corporation via McGarry Ní Éanaigh Architects

d. Correspondence sent

Date	Re:
21/11/2019	From DOS to DoES - RE: Meeting with An Foras Pátrúnachta 18 November 2019
22/11/2019	From CE to C&AG- RE: LMETB Financial Statements for Year Ended 31st December 2018
22/11/2019	From DOS to An Foras Pátrúnachta RE: Coláiste Lú
26/11/2019	From DOS to An Foras Pátrúnachta re Aonad at Coláiste Chu Chulainn Dundalk
28/11/2019	From DOS to An Foras Pátrúnachta RE: Aonad at Coláiste Chu Chulainn Dundalk
02/12/2019	From DOS to DoES / An Foras Pátrúnachta re update on Chu Chulainn.
04/12/2019	From APO CES returned contract Dunshaughlin
06/12/2019	From CES to DoES - Property Register
10/12/2019	From CES to Moynihan RE Rectification of Boundaries at Dunboyne
12/12/2019	From DOS to DoES. Update - Aonad at Coláiste Chu Chulainn Dundalk
12/12/2019	From CE to DoES re End of Year Non Pay Appeal
13/12/2019	From DOS to Principal/AP OCC re Michael Sweetman Educational Trust Competition
16/12/2019	From DOSD to DoES re CG queries on the notes of the AFS
19/12/2019	From Office of CE re update of FMMM Report from DoES
03/01/2020	From DOSD to Louth Co. Co by email in appreciation of support County Council (Arts)
03/01/2020	From DOSD to Garda re Police Property application for funds frozen after fraud at LMETB in 2017
08/01/2020	From Buildings Officer to Meath Co. Co re letter from Meath Co Co regarding traffic on Campus in Ashbourne
14/01/2020	From Office of CE to Conradh na Gaeilge re LMETB Board Members

e. Correspondence sent on foot of Board meetings on 21st November and 10th December 2019

Date	Re:
26/11/2019	Irene Brady re Audit Committee Member
27/11/2019	To DoES re Gifts, Trusts, Scholarships presented @ Board 21/11/2019
02/12/2019	From CE office to Directorate re ratifications passed at Board Level at meeting of 21st November 2019.
16/12/2019	From APO CES to OCC Approval of gift of €500 by Nobber Fair Day Committee to O'Carolan College
16/12/2019	From APO CES to DOS Fw: Approval of George Moore Scholarship
17/12/2019	From DOSD to Michael Gibbons RE: Coláiste na hInse
17/12/2019	From DOS to Board Members, Stakeholders re LMETB to open new 500 student Post Primary School in Enfield, Co. Meath
07/01/2020	From Office of CE to Principals (misc) - Follow up email of Board Resolutions for school/centre.

In response to a query from Cllr. Tolan re correspondence received from An Garda Siochana of 3rd January 2020 "Police Property application for funds frozen after fraud at LMETB in 2017", Director OSD advised that LMETB are to be refunded the total of the amount held in an account frozen in the investigation of the invoice redirection fraud. This was the outcome of a hearing at the central criminal court on the 23rd January 2020.

5. Committees and Reports

5.1 Director of Further Education and Training Report

Director of Further Education and Training highlighted various aspects of the report. The CE outlined some recent developments and plans regarding the advancement of a proposal of an Advanced Manufacturing Facility in Louth.

The report of the Director of Further Education and Training was noted.

5.1.1 Further Education and Training Committee/Board of Management Minutes

The minutes of Dunboyne College of Further Education Board of Management meeting of 5th April 2019 were noted.

The minutes of the Youthreach Board of Management meeting on 11th October 2019 were noted.

The minutes of the Drogheda Institute of Further Education Board of Management meeting 30th April 2019 were noted.

5.1.2 Memberships and Chairpersons of Committees

a. Drogheda Institute of Further Education

It was resolved **R. 07/01/2020 to** approve the appointment of Mick Toner as Community Representative to Drogheda Institute of Further Education Board of Management.

Proposed: Cllr Marianne Butler **Seconded:** Irene Brady

It was resolved **R. 08/01/2020 to** approve the appointment of Colin Cooney as Community Representative to Drogheda Institute of Further Education Board of Management.

Proposed: Cllr Marianne Butler **Seconded:** Irene Brady

It was resolved **R. 09/01/2020 to** approve the appointment of John Kierans as Community Representative to Drogheda Institute of Further Education Board of Management.

Proposed: Cllr Marianne Butler **Seconded:** Irene Brady

b. Dunboyne College of Further Education

It was resolved **R. 10/01/2020 to** approve the appointment of Joe Hickey as Local Business Representative to Dunboyne College of Further Education Board of Management.

Proposed: Cllr Nick Killian **Seconded:** Cllr Maria Murphy

It was resolved **R. 11/01/2020** to approve the appointment of Jim Moriarty as Community Representative to Dunboyne College of Further Education Board of Management.

Proposed: Cllr Nick Killian **Seconded:** Cllr Maria Murphy

It was resolved **R. 12/01/2020** to approve the appointment of Martin Craig as Industry Representative to Dunboyne College of Further Education Board of Management.

Proposed: Cllr Nick Killian **Seconded:** Cllr Maria Murphy

It was resolved **R. 13/01/2020** to approve the appointment of Michael Kenny as Community Representative to Dunboyne College of Further Education Board of Management.

Proposed: Cllr Nick Killian **Seconded:** Cllr Maria Murphy

The members of LMETB noted the nomination of Cllr. Damien O'Reilly as a Community Representative to the Board of Management of DCFE by St. Peter's GAA, Dunboyne. Given that all other Community Nominees had been forwarded directly by the Board of Management of DCFE (following consideration at their recent meeting) it was determined that this nomination would not be resolved in this instance.

5.1.3 Further Education Proposed Contributions 2020/21

It was resolved **R. 14/01/2020** to approve the list of Proposed Contributions 2020/21 as per Appendix 1 for Drogheda Institute of Further Education.

Proposed: Siobhan Greer **Seconded:** Bill Sweeney

It was resolved **R. 15/01/2020** to approve the list of Proposed Contributions 2020/21 as per Appendix 1 for Dunboyne College of Further Education.

Proposed: Cllr. Maria Murphy **Seconded:** Cllr Sharon Tolan

It was resolved **R. 16/01/2020** to approve the list of Proposed Contributions 2020/21 as per Appendix 1 for O'Fiaich Institute of Further Education.

Proposed: Cllr. Antoin Watters **Seconded:** Siobhan Greer

5.2 Director of Schools Report (For Noting)

Director of Schools took members through her report.

Following a meeting with the CE and the Department of Education and Skills in regard Coláiste ne hInse's capacity CE confirmed that sanction for additional accommodation had been approved by the Department and that the school were now offered a LTPE of 1300 pupils. The Board considered the submission of the School Management team in Coláiste na hInse in response to the LTPE of 1300 offer. Cllr. Tolan and Cllr. Murphy congratulated the CE and the Buildings Officer on this positive development.

Further to the submission of Colaiste ne hInse, Cllr. Tolan proposed that the LTPE of 1300 be approved and that the CE and Buildings Officer would engage with DoES and establish a schedule of accommodation to reflect 1300.

It was resolved R. **17/01/2020** to confirm LMETB approval of a LTPE of 1300 pupils for Coláiste na hInse to the Department of Education and Skills.

Proposed: Cllr. Sharon Tolan **Seconded:** Siobhan Greer

Cllr. Maria Murphy asked whether the Independent Review of iPads at Ratoath College would be discussed at board level. Ms. Kindlon and Mr. Murphy had been in attendance at the recent Board of Management Meeting in Ratoath College where the findings were presented by the group. The Board will be briefed on the outcome of the review at a later meeting. Cllr. Murphy commended the support and commitment of the Principal Mr. Meehan on the developments since his commencement and although stating there were some queries and financial concerns raised by the Board of Management on the implementation recommendations of the independent group at this time agreed that these could be discussed at the meeting at which the report would be presented in full.

The report of the Director of Schools was noted.

5.2.1 Board of Management Minutes (For Resolution/Noting as appropriate):

The minutes of the meetings of the Board of Management of Colaiste de Lacy on 14th October 2019 & 7th May 2019 were noted.

The minutes of the meeting of the Board of Management of O' Carolan College on 2nd October 2019 were noted.

The minutes of the meeting of the Board of Management of Bush Post Primary School on 1st October 2019 were noted.

The minutes of the meeting of the Board of Management of Colaiste Clavin on 18th September 2019 were noted.

The minutes of the meeting of the Board of Management of Colaiste Chu Chulainn on 6th November 2019 were noted.

The minutes of the meeting of the Board of Management of St Peter's College, Dunboyne on 7th October 2019 were noted.

5.2.2 Memberships and Chairpersons of Boards of Management

a. St. Oliver Post Primary Oldcastle

It was resolved **R. 18/01/2020** to approve the appointment of Sheila Keogan as Bishop's Nominee in place of Martin O'Reilly who was ratified at the previous meeting to the Board of Management of St. Oliver Post Primary Oldcastle.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 19/01/2020** to approve the appointment of Sandra Bogan as Church of Ireland Nominee to the Board of Management of St. Oliver Post Primary Oldcastle.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 20/01/2020** to approve the appointment of Anne Palin as Gilson Trust Board of Governor's Nominee to the Board of Management of St. Oliver Post Primary Oldcastle.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

b. St Peter's College, Dunboyne

It was resolved **R. 21/10/2019** to approve the appointment of Rev. Eugene Griffin as Community Nominee to the Board of Management of St Peter's College, Dunboyne.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 22/10/2019** to approve the appointment of Rachel McGuinness as Community Nominee to the Board of Management of St Peter's College, Dunboyne.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

c. Coláiste Pobail Rath Cairn

It was resolved **R. 23/01/2020** to approve the appointment of Mairin Ui Chullaigh as Community Representative to Coláiste Pobail Rath Cairn's Board of Management.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 24/01/2020** to approve the appointment of Orla Ní Shuilleabhain as Community Representative to Coláiste Pobail Rath Cairn's Board of Management.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 25/01/2020** to approve the appointment of Hannah Ní Bhaoil as Community Representative to Coláiste Pobail Rath Cairn's Board of Management.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 26/01/2020** to approve the appointment of Tony O Conghaile as Community Representative to Coláiste Pobail Rath Cairn's Board of Management.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

The replacement of Harry McGarry as LMETB nominee to Coláiste Pobail Rath Cairn's Board of Management was deferred until the next meeting.

d. Coláiste na hInse

It was resolved **R. 27/01/2020** to approve the appointment of Aidan Tallon as Community Representative to Coláiste na hInse's Board of Management.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

It was resolved **R. 28/01/2020** to approve the appointment of Linda Burke as Community Representative to Coláiste na hInse's Board of Management.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

It was resolved **R. 29/01/2020** to approve the appointment of Fr. Denis O'Neill as Community Representative to Coláiste na hInse's Board of Management.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

It was resolved **R. 30/01/2020** to approve the appointment of Joe Kelly as Community Representative to Coláiste na hInse's Board of Management.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

e. Boyne Community School

It was resolved **R. 31/01/2020** to approve the appointment of Cllr. Nick Killian in replacement of Cllr. Trevor Golden as LMETB Representative to Boyne Community School Board of Management.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

The replacement of Cllr. Trevor Golden as LMETB nominee and Chairperson to Coláiste Clavin Board of Management was deferred until the next meeting.

f. O' Fiaich Institute of Further Education

It was resolved **R. 32/01/2020** to approve the of Danny O'Shea in replacement of Cllr. Antoin Watters as LMETB Representative to O' Fiaich Institute of Further Education Board of Management.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

It was resolved **R. 33/01/2020** to approve the appointment of Benny Devlin in replacement of Cllr. Antoin Watters as Chairperson of O'Fiaich Institute of Further Education Board of Management.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

g. Ratoath College

It was resolved **R. 34/01/2020** to approve the appointment of Cllr. Nick Killian as Chairperson of Ratoath College.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

h. Ard Ri CNS

It was resolved **R. 35/01/2020** to approve the appointment of Ms. Valerie McGill to the Board of Management of Ard Ri CNS.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

It was resolved **R. 36/01/2020** to approve the appointment of Mr. Paul Radford to the Board of Management of Ard Ri CNS.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

i. Faughart CNS

It was resolved **R. 37/01/2020** to approve the appointment of Alan McArdle to the Board of Management of Faughart CNS.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

It was resolved **R. 38/01/2020** to approve the appointment of Mary Jackson to the Board of Management of Faughart CNS.

Proposed: Cllr. Marianne Butler

Seconded: Siobhan Greer

j. Scoil Ui Mhuiri

It was resolved **R. 39/01/2020** to approve the appointment of Frances Kirwan to the Board of Management of Scoil Ui Mhuiri.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 40/01/2020** to approve the appointment of Eamonn Victory to the Board of Management of Scoil Ui Mhuiri.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 41/01/2020** to approve the appointment of Mary Fitzpatrick to the Board of Management of Scoil Ui Mhuiri.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

k. St Peter's College

It was resolved **R. 42/01/2020** to approve the appointment of Maeve Gallagher as Chairperson to the Board of Management of St Peter's College, Dunboyne

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

l. Bush Post Primary School

It was resolved **R. 43/01/2020** to approve the appointment of Anne O'Connor to the Board of Management of Bush Post Primary School

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 44/01/2020** to approve the appointment of John Brady to the Board of Management of Bush Post Primary School

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

m. O' Carolan College

It was resolved **R. 45/01/2020** to approve the appointment of Kathryn Smyth to the Board of Management of O' Carolan College.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

n. Coláiste Clavin

It was resolved **R. 46/01/2020** to approve the appointment of Vinny Byrne to the Board of Management of Coláiste Clavin.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

o. Beaufort College

It was resolved **R. 47/01/2020** to approve the appointment of Fr. Robert McCabe as Community Representative to the Board of Management of Beaufort College.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

p. Coláiste de Lacy

It was resolved **R. 48/01/2020** to approve the appointment of James O'Meara to the Board of Management of Coláiste de Lacy.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 49/01/2020** to approve the appointment of Yvonne Finn to the Board of Management of Coláiste de Lacy.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

5.2.3 School Based Policies (for resolution)

It was resolved **R. 50/01/2020** to approve the School Plan Policy, ICT Acceptable Usage Policy 2019, Admission Policy 2020/21, Statement of Strategy for School Attendance, School iPad Policy 2019 of Coláiste Clavin.

Proposed: Cllr. O'Donnell **Seconded:** Cllr. Sharon Tolan

The Child Safeguarding Statement of St Ciaran's Community School was also noted.

5.2.4 Proposed Contributions from Parents/Guardians 2020/21

It was resolved **R.51/01/2020** to approve the proposed contribution of €160 for 1st Year Students from Parents/Guardians for 2020/21 for Enfield Community College.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R.52/01/2020** to approve the proposed contribution of €250 for 1st, 2nd, 3rd, 5th, 6th, LCA1 & LCA 2 Year Students from Parents/Guardians for 2020/21 for Colaiste na hInse.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

It was resolved **R. 53/01/2020** to approve the proposed contribution of €230 for 1st, 2nd, 3rd, 5th, 6th Year Students from Parents/Guardians for 2020/21 for Colaiste de Lacy.

Proposed: Cllr. Marianne Butler **Seconded:** Siobhan Greer

6. Section 29 Appeals

It was resolved **R. 54/01/2020** to conduct the discussion on Section 29 appeals in committee.

Proposed: Cllr. Marianne Butler

Seconded: Mr. Bill Sweeney

7. OSD Matters

7.1 Minutes:

The minutes of the Louth Music Education Partnership meeting on 9th July 2019 were noted.

7.2 Memberships and Chairpersons of Committees (No Business)

7.3 OSD Policies

It was resolved **R. 57/01/2020** to approve the Financial Authority and Approvals Policy.

Proposed: Cllr. Sharon Tolan

Seconded: Ms. Roisin Duffy

It was resolved **R. 58/01/2020** to approve the LMETB ICT Outsourcing and Acquisitions Policy.

Proposed: Cllr. Sharon Tolan

Seconded: Ms. Roisin Duffy

It was resolved **R.59/01/2020** to approve the LMETB Procurement Policy.

Proposed: Cllr. Sharon Tolan

Seconded: Ms. Roisin Duffy

7.4 Gifts, Trust and Scholarships Committee – No Business

7.5 The Risk Management Report as at 23rd January 2020 was noted.

7.6 The Data Breach Reports as at 23rd January 2020 were noted.

7.7 The Corporate Governance Calendar for 2020 was noted.

8. Land and Buildings

8.1 Update

Land and Buildings Officer took members through the update.

It was resolved **R. 60/01/2020** to approve the update provided.

Proposed: Cllr. Maria Murphy **Seconded:** Mr. Bill Sweeney

8.2 Leases/Licences/Property

It was resolved **R. 61/01/2020** to approve the renewal of the lease of existing ground from Navan Rugby Club at the same rent and to approve the lease of additional ground from Navan Rugby Club at an additional annual rent of €7,500 (plus VAT if applicable) for new temporary accommodation for Ard Ri CNS. The combined lease will be for three years with a breakout option after two years.

Proposed: Cllr. Maria Murphy **Seconded:** Mr. Bill Sweeney

It was resolved **R 62/01/2020** to approve an increase in rent for Donaghmore Ashbourne GAA facilities for Coláiste de Lacy from €8,500 to €9,500.

Proposed: Cllr. Maria Murphy **Seconded:** Mr. Bill Sweeney

It was resolved **R. 63/01/2020** to approve the renewal of lease for Old School House, DCFE at the current rent of €2,750 per annum and for a term of two years from 1st June 2019.

Proposed: Cllr. Maria Murphy **Seconded:** Mr. Bill Sweeney

8.3 Minutes of Land and Building Sub-Committee 7th October 2019

It was resolved **R 64/01/2020** to approve the minutes of the Land and Building Sub-Committee meeting held on 7th October 2019.

Proposed: Cllr. Sharon Tolan **Seconded:** Cllr. Nick Killian

9. Any Other Business

There was no other business and the meeting ended at 7.40pm.

SIGNED: Walter O'Brien
CHIEF EXECUTIVE

[Signature]
CHAIRPERSON

DATE: 27-2-2020

27-2-2020

APPENDIX 1

DIFE Student Fees 2020 2021

	Payable Online to DIFE						Totals	
	Student Registration Fee	PLC Government Levy	QQI Exam Fee	Online Payable to DIFE Course Fees / Materials				Payable Directly to Supplier Course Fees / Materials
Technology & Design								
Motor Vehicle Technology	200	200	50				450	
Furniture Design & Manufacture	200	200	50				450	
Building Construction (Pre-Apprenticeship)	200	200	50		90	Safe Pass	540	
Engineering Technology	200	200	50		90	Safe Pass	540	
Multimedia with Photography	200	200	50				450	
Art, Craft and Design (Portfolio Preparation)	200	200	50				450	
Advanced Certificate in Art & Business (Level 6)	200	200	80				480	
Fashion Design / Portfolio Preparation	200	200	50				450	
Advanced Certificate in Fashion Design (Level 6)	200	200	80				480	
Business Humanities & IT								
Pre-University Business with Accounting	200	200	50				450	
Office Administration with Medical Terminology	200	200	50				450	
Computing and Business	200	200	50				450	
Digital Marketing, Enterprise & Social Media	200	200	50				450	
Pre-University Computing, Networks & Software Systems	200	200	50				450	
Computer Support Specialist & Frontline Technician	200	200	50				450	
Games Development	200	200	50				450	
Advanced Business with International Trade (Level 6)	200	200	80				480	
Advanced Tourism & Business (Level 6)	200	200	80				480	
Pre-University Arts (Access to Primary & Secondary Teaching)	200	200	50	50		Educational Trips	500	
Pre-University Law with Criminology	200	200	50				450	
Policing & Security Studies	200	200	50				450	
Services Leisure & Tourism								
Beauty Therapy Level 5	200	200	20	280	ITEC & CIBTAC Exam Fees	570	Uniform & Kits	1270
Complementary Holistic Therapies	200	200	20	280	ITEC Exam Fee	220	Uniform, book & Kits	920
Beauty Therapy Level 6	200	200	20	339	ITEC Exam Fees & Kits, CIDESCO fee TBC	278	Uniform, book & Kits	1037
Hairdressing Junior Trade	200	200	50	94	Junior Trade Exam Fee	406	Kit, Uniform & Book	950
Hairdressing Senior Trade	200	200	0	94	Senior Trade Exam Fee	136	Kit	630
Barbering	200	200	20	115	City and Guilds Exam Fee	406	Kit, Uniform & Book	941
Tourism with Business	200	200	50	35	Educational Trips			485
Tourism with Airline Studies	200	200	50	500	Trips & Additional Qualification			950
Gym & Fitness Instructor/Personal Trainer	200	200	50	200	ITEC Exam Fee	60	Kit	710
Sports, Recreation and Exercise Level 5	200	200	50	141	Coaching Courses	45	Kit	636
Sports Injury & Massage Therapy	200	200	50	141	ITEC Exam Fee and additional training	45	Kit	636
Sports, Recreation and Exercise (Level 6)	200	200	80	110	Coaching Courses			590
Pre-University Physiotherapy (Level 6)	200	200	80	135	ITEC Exam Fee and additional training	20	Kit	635
Culinary Arts (Professional Cookery)	200	200	50	200	Ingredients	265	Knives & Uniform	915
Hospitality, Hotel, Bar & Restaurant Studies	200	200	50	70	Ingredients	50	Uniform	570
Advanced Culinary Arts (Professional Cookery Level 6)	200	200	80	200	Ingredients			680
Community & Health								
Early Childhood Care & Education (Option available to repeat Leaving Cert Irish)	200	200	50	25	Art Materials	25	Uniform	500
Early Childhood Care & Education with Special Needs	200	200	50					475
Early Childhood Care & Education (Level 6)	200	200	80	25	Art Materials	25	Uniform	530
Healthcare Assistant with Intellectual Disability Studies	200	200	50					580
Advanced Health Studies Supervisory (Level 6)	200	200	80			130	Additional Training	480
Pre-University Nursing Studies	200	200	50			115	Additional Training & Uniform	565
Applied Social Studies with Psychology	200	200	50			100	Additional Training	550
Emergency Care Personnel (Pre-Paramedic Fire & Ambulance)	200	200	50			583	Additional Training	1033
Applied Science								
Dental Nursing	200	200	50	550	Exam Fees			1000
Pharmacy Assistant	200	200	50	125	Exam Fees			575
Pharmacy Technician - Year 1	200	200	0	384	Exam Fees			784
Pharmacy Technician - Year 2	200	200	0					400
Pre-University Science	200	200	50					450
Food Science, Nutrition & Dietetics	200	200	50					450
Animal Care (Level 5)	200	200	50			200	Grooming Kit	650
Animal Science (Level 6)	200	200	80			350	Grooming Kit	830
Horticulture & Garden Design	200	200	50					450

All fees must be paid with a credit/Debit card online. No cash is acceptable.

Fees - On offer and acceptance of course place	Amount	Exemptions
Registration Fee	€200	No exemption applies. (Registration Fee to secure place must be paid). €170 of the €200 registration fee is refundable if a student decides not to take up their place in September 2020.
PLC Government Levy	€200	This must be paid in advance and prior to course commencement on 7th September 2020. Exemptions in respect of PLC Government Levy are available for Social Welfare Recipients (BTEA only), SUSI grant and Medical Card holders. In order to avail of these exemptions, students should present their original Medical Card to the College office immediately (Photocopy is not acceptable).
QQI Examination Fee	Level 5 €50 Level 6 €80	This must be paid in advance and prior to course commencement on 7th September 2020. Exemptions in respect of QQI Examination Fee are available for Social Welfare Recipients (BTEA only) and Medical Card holders. In order to avail of these exemptions, students should present their original Medical Card to the College office immediately (Photocopy is not acceptable).

Please note that no refunds will be made by DIFE after Friday 2nd October 2020. All requests for refunds must be made by emailing dife@metb.ie

* There is an additional €150 charge for a three day First Aid Response PHECC course taking place in DIFE in September 2020. This fee applies to Dental Nursing, Nursing Studies, Pharmacy Assistant, Emergency Care Personnel (Pre-Paramedic Fire & Ambulance) and Healthcare Assistant with Intellectual Disability Studies.

Daire M. Jones

13/1/2020

Dunboyne College 2020-21 Proposed Fees	PLC Govt. Levy	Exam Fee	Non Refundable Enrolment Fee	Student Registration Fee	Specialist Course Fees and Materials	DCFE Total FEE
Healthcare and Community Care Department						
Applied Social Studies	€200	€50	€30	€50	€170	€500
Applied Psychology	€200	€50	€30	€50	€170	€500
Criminology and Psychology	€200	€50	€30	€50	€170	€500
Youth and Community Work	€200	€50	€30	€50	€170	€500
Nutrition, Health and Well Being	€200	€50	€30	€50	€170	€500
Nursing Studies	€200	€50	€30	€50	€320	€650
Childcare/SNA	€200	€50	€30	€50	€220	€650
Health Service Skills	€200	€50	€30	€50	€170	€500
Pharmacy Assistant	€200	€50	€30	€50	€320	€650
Physiotherapy studies	€200	€50	€30	€50	€570	€900
Pre-Paramedic Ambulance and Fire	€200	€50	€30	€50	€170	€500
Pre University Arts, Law and Applied Science Dept.						
Forensic Science	€200	€50	€30	€50	€120	€450
Environmental Science	€200	€50	€30	€50	€120	€450
Pre-University Arts	€200	€50	€30	€50	€170	€500
Pre University Liberal Arts	€200	€50	€30	€50	€170	€500
Pre-Primary and Secondary Teaching	€200	€50	€30	€50	€170	€500
Pre-University Law	€200	€50	€30	€50	€120	€450
Pre-Uni Business Law	€200	€50	€30	€50	€120	€450
Pre-Uni Science /Agricultural Science	€200	€50	€30	€50	€120	€450
Pre University Sports and Food Science	€200	€50	€30	€50	€120	€450
Business and IT Department						
Pre University Business	€200	€50	€30	€50	€120	€450
Architectural Technology and Design	€200	€50	€30	€50	€120	€450
Legal and Medical Secretary / Office Administration	€200	€50	€30	€50	€170	€500
Business and Accounting	€200	€50	€30	€50	€120	€450
Journalism, Digital Media and Public Relations	€200	€50	€30	€50	€120	€450
Creative Digital Media	€200	€50	€30	€50	€120	€450
Online Marketing	€200	€50	€30	€50	€120	€450
Computer Systems & Networks	€200	€50	€30	€50	€120	€450
Graphic Design	€200	€50	€30	€50	€120	€450
Media and Film Production	€200	€50	€30	€50	€320	€650
Office Accounts Administration and Information Processing	€200	€50	€30	€50	€170	€500
Pre-Employment / Further Study Department						
Tourism and Travel	€200	€50	€30	€50	€120	€450
Airline Studies	€200	€50	€30	€50	€570	€900
Beauty Therapy	€200	€50	€30	€50	€570	€900
Hairdressing	€200	€0	€30	€50	€620	€900
Animal Care	€200	€50	€30	€50	€120	€450
Equine Business & Horsemanship	€200	€50	€30	€50	€570	€900
Professional Cookery	€200	€50	€30	€50	€570	€900
Sports Management and Coaching	€200	€50	€30	€50	€320	€650
Sports Injury Prevention and Massage Therapy	€200	€50	€30	€50	€570	€900
Music and Music Performance	€200	€50	€30	€50	€570	€900
Sound Engineering	€200	€50	€30	€50	€570	€900
Art/Art Portfolio Preparation	€200	€50	€30	€50	€320	€650
Animation	€200	€50	€30	€50	€120	€450
Advanced Certificates/Level 6						
Advanced Certificate in Healthcare Supervision	€200	€80	€30	€50	€190	€650
Advanced Cert in Early Childhood Care and Education	€200	€50	€30	€50	€320	€650
Advanced Certificate in Multimedia and Web Development	€200	€80	€30	€50	€90	€450
Advanced Certificate in Tourism and Travel with Business	€200	€80	€30	€50	€90	€450
Advanced Certificate in Sports Industry Practice	€200	€80	€30	€50	€290	€650
Animal Science Level 6	€200	€50	€30	€50	€120	€450
Advanced Certificate in Professional Cookery	€200	€50	€30	€50	€570	€900
Advanced Certificate in Equine Business	€200	€50	€30	€50	€570	€900
Advanced Beauty Therapy	€200	€50	€30	€50	€570	€900
Hairdressing Senior Trade	€200	€0	€30	€50	€620	€900
Advanced Certificate in Business	€200	€80	€30	€50	€90	€450

Additional €200 for Dog Grooming module

Additional €250 for Dog Grooming module

Omin Leonard

15/11/20.



Dunboyne College General Fee Information

Payment of the full fee within the specified timeframe guarantees a student a place on the course they have been offered.

- €200 of this fee is a government levy and is refundable for full medical card holders and those on grants or Back to Education Allowance.
- €50 of this fee is an exam fee and is also refundable to medical card holders, those on grants or Back to Education Allowance.

No cash will be accepted at the office. Payments can be made online or by cheque (payable to Dunboyne College of Further Education), by bank draft or by postal order only.

All students can claim a refund for their courses up to Friday, 25th September 2020 by sending an email to reception office at DunboyneCollege@LMETB.ie confirming they wish to cancel their place. The college retains a €30 administration fee if a refund is claimed before this date. Refunds will not be offered after this date.

All classroom based courses, which are most of our courses, which have no additional equipment or extra qualifications are priced at €450 or €500 inclusive of:

- ✓ €200 PLC Government levy,
- ✓ €50 exam fee,
- ✓ €30 non-refundable enrolment fee,
- ✓ €50 student registration fee which covers student cards, diaries, printing, graduation, whole college activities etc.
- ✓ €120 or €170 Specialist Course Fees and Materials toward books, trips, equipment, workshops, guest speakers, etc. These costs are listed under the heading Specialist Course Fees and Materials and a full breakdown for each course is available on request.

Unless the course is named below it has no additional extra equipment or extra qualifications and is priced at **€450 or €500**. (34 of our 57 courses)

- ▶ Courses at **€650** have supplementary short courses, uniforms and kits that become the student's property and include Nursing, Pharmacy, Equine, Art, Media and Film, and Sports Management.
- ▶ The courses at **€900** have a lot of kits, product, uniforms, additional awards from outside bodies are: Beauty, Hair, Airline, Physiotherapy, Cookery, Equine, Sports Injury/Physiotherapy, Music, and Sound

All course prices listed above are €250 less with a full medical card.

Ogini Aheral 15/11/20

O Fiaich Institute 2020-21 Proposed Fees	Enrolment Fee	Student Registration	PLC Government Levy	Exam Fees	Specialist Course Fees	OFI Total FEE
Business & Computing						
Information Technology & Mobile Computing	€50	€150	€200	€50	€30	€480
Marketing & Social Media Management	€50	€150	€200	€50	€30	€480
Business & Computing	€50	€150	€200	€50	€30	€480
Accountancy, Payroll & Human Resources	€50	€150	€200	€50	€30	€480
Retail Studies	€50	€150	€200	€50	€30	€480
Advanced Business & Computing	€50	€150	€200	€80	€30	€510
Advanced Mobile Computing Technology	€50	€150	€200	€80	€30	€510
Beauty, Sport & Well-Being						
Makeup Artistry	€50	€150	€200	€50	€300	€750
Holistic Health & Well-Being	€50	€150	€200	€50	€450	€900
Beauty Therapy	€50	€150	€200	€50	€300	€750
Barbering	€50	€150	€200	€50	€250	€700
Professional Hairdressing	€50	€150	€200	€50	€250	€700
Advanced Beauty Therapy	€50	€150	€200	€80	€350	€830
Airline, Cabin Crew & Tourism Studies	€50	€150	€200	€50	€300	€750
Sports Rehabilitation & Injury Management	€50	€150	€200	€50	€300	€750
Sports Conditioning & Exercise Performance	€50	€150	€200	€50	€150	€600
Sports, Exercise & Coaching	€50	€150	€200	€50	€150	€600
Advanced Health & Sports Performance	€50	€150	€200	€80	€270	€750
Engineering & Science						
Engineering Technology	€50	€150	€200	€50	€80	€530
Biomedical & Pharmaceutical Science	€50	€150	€200	€50	€50	€500
Pre-Apprenticeship Skills	€50	€150	€200	€50	€80	€530
Science & Laboratory Techniques	€50	€150	€200	€50	€50	€500
Animal Science & Care	€50	€150	€200	€50	€150	€600
Pre-University						
Pre-University Arts	€50	€150	€200	€50	€30	€480
Pre-University Architecture	€50	€150	€200	€50	€80	€530
Pre-University Business & Accounting	€50	€150	€200	€50	€30	€480
Pre-University Computing	€50	€150	€200	€50	€30	€480
Pre-University Physiotherapy	€50	€150	€200	€50	€300	€750
Pre-University Science/Agricultural Science	€50	€150	€200	€50	€50	€500
Pre-University Teaching	€50	€150	€200	€50	€30	€480
Pre-Garda & Security Studies	€50	€150	€200	€50	€130	€580
College Access Programme	€50	€150	€200	€50	€30	€480
Childcare & Healthcare						
Nursing Studies	€50	€150	€200	€50	€150	€600
Healthcare Support	€50	€150	€200	€50	€150	€600
Applied Psychology & Social Studies	€50	€150	€200	€50	€30	€480
Youth Work (with SNA)	€50	€150	€200	€50	€30	€480
Early Childhood Care & Education (with SNA)	€50	€150	€200	€50	€50	€500
Pharmacy Assistant	€50	€150	€200	€50	€200	€650

Occupational Therapy Assistant	€50	€150	€200	€50	€150	€600
Advanced Health & Social Studies	€50	€150	€200	€80	€100	€580
Advanced Early Childhood Care & Education	€50	€150	€200	€80	€120	€600
Art & Media						
IT, Multimedia & Games	€50	€150	€200	€50	€50	€500
Film & TV Production	€50	€150	€200	€50	€150	€600
Art Craft & Design	€50	€150	€200	€50	€120	€570
Graphic Design	€50	€150	€200	€50	€120	€570
Photographic Studies	€50	€150	€200	€50	€120	€570
Fashion Design & Textile Studies	€50	€150	€200	€50	€120	€570
*€30 of Enrolment Fees are Non Refundable.						
Fee Exemptions	Medical Card/SUSI Grant/Back to Education Allowance Holders may be exempted from PLC Government Levy. Documentary Evidence must be presented immediately to avail of such exemptions.					
	Medical Card/Back to Education Allowance Holders may be exempted from QQI Exam Fees. Documentary Evidence must be presented immediately to avail of such exemptions.					
<p>All fees must be paid online with a Credit/Debit card in advance of course commencement on 7th September 2020. Fees are subject to change. Please note that no refunds will be made by OFI after Friday 2nd October 2020. All requests for refunds must be made by emailing info@ofi.ie</p>						

[Handwritten Signature]

17/01/2020

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17 JAN 2020
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