

## Minutes of Meeting held on 21<sup>st</sup> November 2019

A meeting of Louth and Meath Education and Training Board took place in LMETB, Further Education and Training Campus, Railway Street, Navan, County Meath at 5pm on Thursday, 21<sup>st</sup> November 2019.

<b>CATHAOIRLEACH:</b>	Cllr. Nick Killian
<b>BAILL I LATHAIR:</b>	Cllr. Deirdre Geraghty-Smith, Cllr. Eileen Tully, Cllr. Erin McGreehan, Cllr. John Sheridan, Cllr. Maria Murphy, Cllr. Sharon Tolan, Cllr. Wayne Harding, Cllr. Damien O'Reilly, Mr. Bill Sweeney, Mr. Ciarán O'Donnell, Mr. Paul Dermody, Ms. Maureen Fanning, Ms. Siobhan Greer, Ms. Irene Brady and Ms. Karen Tobin.
<b>LEITHSCEIL:</b>	Cllr. Marianne Butler, Cllr. Antoin Watters, Cllr. Emer Tóibín, Ms. Roisin Duffy, Mr. Billy Watson
<b>AR FREASTAIL:</b>	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. Veronica Traynor, Administrative Officer, Finance, Mr. Frank Smith, APO Corporate and Education Services and Ms. Barbara Brennan, PA to CE

### 1. Order of Business

Ms. Aisling Sheridan, Adult Education Officer welcomed members to LMETB's Further Education and Training Campus and provided a briefing on the education and training provided by LMETB in the campus.

### 1.1 Apologies and Condolences.

Apologies were noted from Cllr. Marianne Butler, Cllr. Antoin Watters, Cllr. Emer Tóibín, Ms. Roisin Duffy and Mr. Billy Watson.

Condolences were expressed in the usual respectful manner for:

Peter O'Toole, father of Angela Cahill, VTOS Co-ordinator, Railway St., Navan,  
Bridie Smith, mother of Mary Wilton, VTOS tutor, King St., Drogheda,  
Kitty Ballantine, mother of Maria Ballentine, RSTC admin staff member, RSTC, Coes Road, Dundalk,  
Pat Kavanagh, father of Margaret Deegan, Principal, Colaiste Clavin, Longwood,  
Antonia Vultur, student, St. Oliver's Community College, Drogheda,  
Desmond John Tóibín, father of Cllr. Emer Tóibín and  
Terry Smith, father of Frank Smith, APO Corporate and Education Services.

1.2 It was resolved **R. 01/11/2019** to approve the absence of LMETB members Cllr. Marianne Butler, Cllr. Antoin Watters, Cllr. Emer Tóibín, Ms. Roisin Duffy and Mr. Billy Watson.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Cllr. John Sheridan

1.3 Having considered legal advice received it was resolved **R. 02/11/2019** to approve the draft standing orders.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Cllr. Sharon Tolan

1.4 Having considered legal advice received it was resolved **R. 03/11/2019** to nominate Cllr. Erin McGreehan as Deputy Chairperson.

**Proposed:** Cllr. John Sheridan

**Seconded:** Cllr. Wayne Harding

## **2. Minutes and Matters Arising**

It was resolved **R. 04/11/2019** to approve the full minutes of the meeting on 10th October 2019.

**Proposed:** Cllr. Deirdre Geraghty-Smith

**Seconded:** Cllr. Wayne Harding

It was resolved **R. 05/11/2019** to approve the redacted minutes of the meeting on 10th October 2019 for publication.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Siobhan Greer

There were no matters arising.

### 3. Finance

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

DOSD advised members that the C&AG had today confirmed that the 2018 Financial Statements could be signed on behalf of LMETB. Copies were circulated. DOSD explained that he expected that the C&AG audit report would be forthcoming shortly.

Members thanked CE and his staff for their hard work in getting to this point.

It was resolved **R. 06/11/2019** to approve the finance report to the end of October 2019.

**Proposed:** Cllr. Maria Murphy

**Seconded:** Cllr. Damien O'Reilly

### 4. Correspondence

a. Department of Education and Skills Circulars:

<i>C/L ref</i>	<i>RE:</i>
0059/2019	Primary Schools Supply Panel Pilot Scheme for the 2019/2020 School Year
0060/2019	Sick Leave Scheme for Special Needs Assistants employed in recognised Primary and Post Primary Schools
0061/2019	Curriculum-related developments at Senior Cycle with particular reference to school years 2019/20, 2020/21, 2021/22
0062/2019	Payment of Tool Allowance to Craft Workers in the ETB Sector

b. Correspondence received from Department of Education and Skills

<i>Date Received</i>	<i>Subject</i>
04/10/2019	Schedule of Co- Operation Hours
04/10/2019	Purchase of Site for Primary School Dundalk
04/10/2019	Local Youth Club Equipment Scheme
07/10/2019	DCFE - Permanent Accommodation
08/10/2019	Sanction for Instructor Post
09/10/2019	Allocation of Teaching Posts 2019/20
10/10/2019	Acknowledgment of letter to Sean O'Foghlu
11/10/2019	Sanction for Posts –FE
11/10/2019	Additional Accommodation – O'Fiaich from St Fintinas Longwood.

10/10/2019	Factual Inspection - Scoil Ui Mhuiri
16/10/2019	Schools Services Support Fund
18/10/2019	Patron Applications section in regard a potential breach in code of conduct
18/10/2019	DPER - EU Actuarial Calculations – For Dissemination by Directors of OSD to Finance Officers
22/10/2019	PQ regarding number of Financial Settlements
22/10/2019	DPER Circular 20/2019 on Green and Sustainable Procurement
23/10/2019	Middle Management Posts CES
23/10/2019	Approval of Glen McCourt to Board of Governor DKIT
23/10/2019	AA Ref 27 Audit of Training for the Unemployed Louth Meath Training Centre
25/10/2019	Approval of Glen McCourt DKIT - Office of Minister for Education and Skills
25/10/2019	Unified Government Identity - use of Government unified identity by ETBs and their colleges and schools
30/10/2019	Aonad CCC – Review of 7 Items for review
05/11/2019	Sanction for Grade III post
05/11/2019	Request for updated Board Contact Details
11/11/2019	St Peter's College - Comments from Professional and Technical Unit
11/11/2019	Rental of Prefabs at DCC

c. Correspondence received from other sources

<i>Date Received</i>	<i>From:</i>	<i>Subject</i>
11/09/2019	Ballymakenny College	Notification to Patron re the following: Anti-Bullying Review 2019, Checklist for Child Safeguarding Statement 2019 and Amended Child Safeguarding Risk Assessment 2019.
30/09/2019	Social Welfare Services Office	School Meals Scheme – Chu Chulainn
14/10/2019	Social Welfare Services Office	School Meals Scheme – St Olivers C.C
16/10/2019	Social welfare service office, Sligo	School Meals scheme 2019-2020 St.Olivers Community College
16/10/2019	Solas	Solas monitoring report- audit monitoring event 20/09/2019
17/10/2019	Louth Co. Co	Non Compliance with Planning – Scoil Ui Mhuiri
17/10/2019	Coláiste na hInse	Representatives to BOM – Staff Nominees
17/10/2019	Antoin Watters	Regarding position on O'Fiaich BOM
18/10/2019	Ratoath College	Ongoing Vacancies & Concerns
18/10/2019	Damien O'Reilly	Community Reps for Dunshaughlin CC
22/10/2019	ETBI	ETBI Brief 19/2019: Freedom of Information Requests made of ETBs (confidential records)

25/10/2019	Joint Committee on Education and Skills.	Query re recent changes that have occurred in a school under the patronage of Louth Meath Education and Training Board (LMETB)
29/10/2019	Ashbourne CS	Proposed Transfer of Waste Land to MCC
29/10/2019	Ardee CS	Notification of next Child Protection Safeguarding Statement review
31/10/2019	Social Welfare Services Office	School Meals Scheme 2019-20 – Coláiste Clavin
31/10/2019	IAU	Response to DOSD enquiry re H&S Audit
01/11/2019	ETBI	Revenue Correspondence in relation to Payments to Referees
01/11/2019	SOLAS	ETB Website compliance check by ESF MA
08/11/2019	Crowley Millar Sols	Parent Nominee to Coláiste Chu Chulainn
12/11/2019	Glenman Corporation	Ratoath College Extension Completion Works Contract
13/11/2019	DKIT	Notification of Female Student Rep –Ms. Cindy Andrews

d. Correspondence sent

Date	Re:
07/10/2019	From DOSD to IAU re enquiry H&S audit
16/10/2019	From DOS to Principals re Parent and Teacher Nominees for New Boards of Management & Documentation for Next Board of Management Meeting
17/10/2019	From DOS to Secretary Colaiste Lu re Information Evening Coláiste Chu Chulainn Aonad
17/10/2019	From Office of CE to DoES in regard Governing Body Representative – Male Rep
21/10/2019	From DOSD to All Centre/ School Leaders re Energy in Education Courses 2019
21/10/2019	From DOS to DoES responding to Potential breach of Patron Code of Conduct
21/10/2019	From Office of CE to IPB re nomination to IPB Insurance Members Engagement Forum
23/10/2019	From DOS to DoES -Requests for places in Coláiste Oiriall, Monaghan & Glór na Mara, Balbriggan
24/10/2019	From DOS to DoES Coláiste Chu Chulainn Dundalk
24/10/2019	From DOS to DoES - Update on LMETB Action Plan arising from suggestions made by DoES as per communication dated 2 October 2019
24/10/2019	From Office of CE to DKIT re Approval of Glen McCourt DKIT - Office of Minister for Education and Skills
01/11/2019	From Office of CE to Joint Committee on Education in response to Query
04/11/2019	From DOS to Foras na Gaeltachta following up from meeting re Coláiste Lu Aonad
04/11/2019	From DOS to Secretary Coláiste Lú re Query pertaining to Parent Nominees on Board of Management of Coláiste Chu Chulainn, Dundalk
06/11/2019	From DOS to School Leaders re Boil Water Notice issued for customers supplied by Leixlip Water Treatment Plant
06/11/2019	From DOS to Bishop of Meath re Request for Bishop's Nominees for Boards of Management of LMETB Schools in Dunboyne, Oldcastle and Ratoath
06/11/2019	From DOS to CE outlining procedure Election of Parent Nominee (Female) for the Board of Management of Ashbourne CNS
06/11/2019	From APO CES to Eversheds Sutherland re Standing Orders and eligibility to act as Deputy Chairperson of the LMETB Board

07/11/2019	From DOS to School Leaders re expressions of interest for national rollout of Leaving Certificate Computer Science
08/11/2019	From DOS to DoES re Requests for places in Coláiste Oiriail, Monaghan & Glór na Mara, Balbriggan
08/11/2019	From APO CES to external members of the LMETB Finance Committee
08/11/2019	From APO CES to external members of the LMETB Audit & Risk Committee

e. Correspondence sent on foot of Board meeting on 10<sup>th</sup> October 2019

Date	Re:
11/11/2019	From Office of CE: Notification to OSD Directorate - Board Items Ratified
11/11/2019	From Office of CE: Notification to Schools Directorate - Board Items Ratified
11/11/2019	From Office of CE: Notification to FE Directorate - Board Items Ratified
11/11/2019	From Office of CE: Notification to Principals - Board Items Ratified
11/11/2019	From Office of CE: Notification to Corporate Services Personnel - Board Items Ratified
11/11/2019	From Office of CE: Notification to Music Generation Louth Personnel - Board Items Ratified
11/11/2019	From Office of CE: Notification to Head of Finance - Board Items Ratified
11/11/2019	From Office of CE: Notification to Land and Buildings Officer - Board Items Ratified
13/11/2019	From Office of CE: Notification to Board Members – Confirmation of nominations to Boards of Management / Subcommittees of LMETB as ratified at meeting on 10/10/2019
13/11/2019	From Office of CE: Notification to Board Members following appointment to LMETB Board

Questions from members regarding correspondence were answered.

## 5. Committees and Reports

### 5.1 Director of Further Education and Training Report

Director of Further Education and Training took members through the report highlighting a number of matters:

1. the very successful combined Cavan Monaghan ETB and Louth Meath ETB apprenticeship awards ceremony which took place on Friday 15<sup>th</sup> November.
2. update on the LMETB Youth Work Plan. Director noted that the draft plan is now going to consultation and that feedback from members would be most welcome. The draft plan is available on sharepoint and copies were distributed at the meeting.
3. Director noted that, despite allocation of additional PLC places, LMETB is oversubscribed in terms of PLC places and continues to seek further allocation.

The Chairperson thanked the Director for her report and commended all concerned on making the apprenticeship awards ceremony such a success.

### 5.1.1 Further Education and Training Committee/Board of Management Minutes

The minutes of the Youth Work Committee meeting on 1<sup>st</sup> May 2019 were noted.

### 5.1.2 Memberships and Chairpersons of Committees

#### a. Youthreach Board of Management

It was resolved **R. 07/11/2019** to approve the appointment of Ms Clodagh O'Mahony to the Youthreach Board of Management.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 08/11/2019** to approve the appointment of Garda Anita O'Shea to the Youthreach Board of Management.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 09/11/2019** to approve the appointment of Ms Maria Morgan, Education to the Youthreach Board of Management.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

#### b. Youth Work Committee

It was resolved **R. /11/2019** to approve the appointment of Mr. Bernard McPhilips, Foroige, to the Youth Work Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. /11/2019** to approve the appointment of Mr Leonard Callaghan - CYPSC/Tusla, Meath to the Youth Work Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 10/11/2019** to approve the appointment of Ms Ger Hogarty, Youth Work Ireland, to the Youth Work Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 11/11/2019** to approve the appointment of Ms Clodagh O'Mahony, Community Representative, to the Youth Work Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 12/11/2019** to approve the appointment of Garda Catherine Cronin, Garda Juvenile Liaison Officer, Meath Garda Division to the Youth Work Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 13/11/2019** to approve the appointment of Mr Graham Russell, Louth Sports Partnership to the Youth Work Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

c. Adult Education Committee

It was resolved **R. 14/11/2019** to approve the appointment of Ms Sarah Gates, Mosney Centre to the Adult Education Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 15/11/2019** to approve the appointment of Mr Michael McDonagh, Travellers Support to the Adult Education Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 16/11/2019** to approve the appointment of Mr Jackie Moran, Community Rep to the Adult Education Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

It was resolved **R. 17/11/2019** to approve the appointment of Mr. Alan O'Hanlon, Education to the Adult Education Committee.

**Proposed:** Cllr. Sharon Tolan                      **Seconded:** Ms. Maureen Fanning

d. DKIT Board of Governors

It was resolved **R. 18/11/2019** to approve the appointment of Ms. Cindy Andrews as female student representative to the Board of Governors of DKIT.

**Proposed:** Mr. Bill Sweeney                      **Seconded:** Cllr. Erin McGreehan

It was resolved **R. 19/11/2019** to approve the appointment of Ms. Roisin Duffy as interim LMETB representative to the Board of Governors of DKIT.

**Proposed:** Mr. Bill Sweeney                      **Seconded:** Cllr. Erin McGreehan



e. Dunboyne College of Further Education

It was resolved **R. 20/11/2019** to approve the appointment of Shannon Connolly as student representative to the Board of Management of Dunboyne College of Further Education.

**Proposed:** Cllr. Damien O'Reilly                      **Seconded:** Cllr. Maria Murphy

It was resolved **R. 21/11/2019** to approve the appointment of Jennifer Byrne as student representative to the Board of Management of Dunboyne College of Further Education.

**Proposed:** Cllr. Damien O'Reilly                      **Seconded:** Cllr. Maria Murphy

5.1.3 Terms of Reference of Further Education and Training Committees and Further Education and Training policies

It was resolved **R. 22/11/2019** to approve the Terms of Reference of the LMETB Youth Work Committee.

**Proposed:** Cllr. Damien O'Reilly                      **Seconded:** Cllr. Maria Murphy

It was resolved **R. 23/11/2019** to approve the funded youth work policy.

**Proposed:** Cllr. Damien O'Reilly                      **Seconded:** Cllr. Maria Murphy

It was resolved **R. 24/11/2019** to approve the LMETB Local (Volunteer Led) Youth Club Grant Scheme and Local Youth Equipment Scheme Policy.

**Proposed:** Cllr. Damien O'Reilly                      **Seconded:** Cllr. Maria Murphy

5.1.4 Proposed Contributions

It was resolved **R. 25/11/2019** to approve the revised grants to local youth clubs for 2019. This supersedes the list of grants approved by the board on 10 October which inadvertently omitted two Youth Clubs.

**Proposed:** Mr. Ciarán O'Donnell                      **Seconded:** Ms. Siobhan Greer





It was resolved **R. 39/11/2019** to approve the appointment of Jacqui McCusker as principal nominee to the Faughart Community National School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 40/11/2019** to approve the appointment of Saoirse McDermott as teacher nominee to the Faughart Community National School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

c. Ashbourne Community National School

It was resolved **R. 41/11/2019** to approve the appointment of Alex Zu as male parent nominee to the Ashbourne Community National School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 42/11/2019** to approve the appointment of Maria Morenzo as female parent nominee to the Ashbourne Community National School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 43/11/2019** to approve the appointment of Jenny Byrne as principal nominee to the Ashbourne Community National School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 44/11/2019** to approve the appointment of Muireann Broderick as teacher nominee to the Ashbourne Community National School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

d. Beaufort College Board of Management

It was resolved **R. 45/11/2019** to approve the appointment of Mark O'Halloran as male parent nominee to the Beaufort College Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 46/11/2019** to approve the appointment of Patricia Murray as female parent nominee to the Beaufort College Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 47/11/2019** to approve the appointment of John Mullins as male teacher nominee to the Beaufort College Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 48/11/2019** to approve the appointment of Jennifer Bowser as female teacher nominee to the Beaufort College Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

e. Bush Post Primary School Board of Management

It was resolved **R. 49/11/2019** to approve the appointment of David Gillen as male parent nominee to the Bush Post Primary School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 50/11/2019** to approve the appointment of Melissa McCoy as female parent nominee to the Bush Post Primary School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 51/11/2019** to approve the appointment of Stephen Guerin as male teacher nominee to the Bush Post Primary School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 52/11/2019** to approve the appointment of Olivia Cosgrove as female teacher nominee to the Bush Post Primary School Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

f. Dunshaughlin Community College Board of Management

It was resolved **R. 53/11/2019** to approve the appointment of Dane McGovern as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 54/11/2019** to approve the appointment of Roberta Gallagher as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 55/11/2019** to approve the appointment of Brian Walsh as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 56/11/2019** to approve the appointment of Michelle Byrne as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

g. Colaiste Chu Chulainn Board of Management

It was resolved **R. 57/11/2019** to approve the appointment of Yvonne Mefor as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 58/11/2019** to approve the appointment of Ciaran Fisher as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 59/11/2019** to approve the appointment of Andrea McGahon as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

h. Colaiste na hInse Board of Management

It was resolved **R. 60/11/2019** to approve the appointment of Paul Tanner as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 61/11/2019** to approve the appointment of Grainne Cronin as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 62/11/2019** to approve the appointment of Conor McCaughley as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 63/11/2019** to approve the appointment of Deborah Brennan as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

i. Colaiste na Mi Board of Management

It was resolved **R. 64/11/2019** to approve the appointment of Eamonn O’Ceallaigh as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 65/11/2019** to approve the appointment of Joanne Owens as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 66/11/2019** to approve the appointment of Stephen Murtagh as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 67/11/2019** to approve the appointment of Shona McKeon as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

j. Colaiste Pobail Rathcairn Board of Management

It was resolved **R. 68/11/2019** to approve the appointment of Niall ÓBeoláin as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 69/11/2019** to approve the appointment of Bríd Bn Uí Chofaigh as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 70/11/2019** to approve the appointment of M. De Brún as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 71/11/2019** to approve the appointment of Christina King as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

k. Colaiste de Lacy Board of Management

It was resolved **R. 72/11/2019** to approve the appointment of Ian Davy as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 73/11/2019** to approve the appointment of Valerija Borovkova as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 74/11/2019** to approve the appointment of Conor Brennan as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 75/11/2019** to approve the appointment of Stephanie Spillane as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

l. O'Carolan College Board of Management

It was resolved **R. 76/11/2019** to approve the appointment of Mike Lawlor as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 77/11/2019** to approve the appointment of Joan Duff as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 78/11/2019** to approve the appointment of Stephen Smith as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody



It was resolved **R. 79/11/2019** to approve the appointment of Carmel Quigley as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

m. O’Fiaich College Board of Management

It was resolved **R. 80/11/2019** to approve the appointment of Peter Umeh as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 81/11/2019** to approve the appointment of Michelle Evans as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 82/11/2019** to approve the appointment of John Caraher as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 83/11/2019** to approve the appointment of Claire Morton as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

n. Ratoath College Board of Management

It was resolved **R. 84/11/2019** to approve the appointment of Aidan Falvey as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 85/11/2019** to approve the appointment of Morag McGowan as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 86/11/2019** to approve the appointment of Martin Horan as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 87/11/2019** to approve the appointment of Eimear Kilrane as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

o. Scoil Ui Mhuiri Board of Management

It was resolved **R. 88/11/2019** to approve the appointment of John Dorian as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 89/11/2019** to approve the appointment of Paula Callan as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 90/11/2019** to approve the appointment of Colin Heaphy as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 91/11/2019** to approve the appointment of Anna McCready as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

p. Colaiste Clavin Board of Management

It was resolved **R. 92/11/2019** to approve the appointment of Enda Quirke as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 93/11/2019** to approve the appointment of Jean Muldoon as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 94/11/2019** to approve the appointment of Niall Hughes as teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 95/11/2019** to approve the appointment of Alan Moore as teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

q. St. Oliver Post Primary, Oldcastle Board of Management

It was resolved **R. 96/11/2019** to approve the appointment of John Hetherton as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 97/11/2019** to approve the appointment of Julieanne Walsh as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 98/11/2019** to approve the appointment of Anthony Murphy as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 99/11/2019** to approve the appointment of Orla Malone as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

r. St. Oliver's Community College, Drogheda, Board of Management

It was resolved **R. 100/11/2019** to approve the appointment of Patrick Shealan as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 101/11/2019** to approve the appointment of Jane Gibney as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

s. St. Peter's College, Dunboyne Board of Management

It was resolved **R. 102/11/2019** to approve the appointment of Gerry Walsh as male parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 103/11/2019** to approve the appointment of Lucy O'Mahoney as female parent nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 104/11/2019** to approve the appointment of Colm Colleran as male teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 105/11/2019** to approve the appointment of Ciara Doherty as female teacher nominee to the Board of Management.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

t. St. Peter's College, Dunboyne Board of Management

Noting that Mr. Paul Dermody had advised of his withdrawal as ETB nominee, it was resolved **R. 106/11/2019** to approve the appointment of Mr. Tom O'Mahony as ETB nominee to the St. Peter's College Board of Management.

**Proposed:** Cllr. Maria Murphy

**Seconded:** Cllr. Sharon Tolan

#### 5.2.3 School Based Policies (for resolution)

It was resolved **R. 107/11/2019** to approve the Special Education Needs Policy, Student Teacher Policy, Relationships & Sexuality Education Policy, Critical Incident Management Plan and Child Safeguarding Statement of Scoil Uí Mhuirí.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Irene Brady

It was resolved **R. 108/11/2019** to approve the Science Policy of O'Fiaich College.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Irene Brady

It was resolved **R. 109/11/2019** to approve the Anti-Bullying Policy 2019 of St. Oliver Post Primary, Oldcastle.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Irene Brady

It was resolved **R. 110/11/2019** to approve the Critical Incident Policy & Management Plan, Child Safeguarding Statement & Risk Assessment, Use of External Speakers and/or Resources for Wellbeing Programmes, Code of Behaviour and Uniform Policy of Coláiste na Mí.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Irene Brady

It was resolved **R. 111/11/2019** to approve the Admissions Policy of O'Carolan College, Nobber.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Irene Brady

It was resolved **R. 112/11/2019** to approve the Critical Incident Policy 2019-2020 of Coláiste Chú Chulainn.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Irene Brady

It was resolved **R. 113/11/2019** to approve the Proposed Schools Student Direct Cost & Refunds Request Policy for LMETB CNS & Post Primary Schools.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Irene Brady

#### 5.2.4 Proposed Contributions from Parents/Guardians 2019/2020

It was resolved **R. 114/11/2019** to approve the proposed contribution of €450 for Transition Year for Scoil Uí Mhuirí.

**Proposed:** Ms. Siobhan Greer

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 115/11/2019** to approve the proposed contribution of €120 for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 5<sup>th</sup> and 6<sup>th</sup> Years for Scoil Uí Mhuirí.

**Proposed:** Ms. Siobhan Greer

**Seconded:** Mr. Bill Sweeney

## 6. Section 29 Appeals

It was resolved **R. 116/11/2019** to conduct the discussion on Section 29 appeals in committee.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Mr. Bill Sweeney

Cllr. Harding thanked LMETB staff for their work in processing Section 29 appeals. Following a discussion on the lack of sufficient available places in a number of LMETB schools, CE confirmed that LMETB will apply to the Department of Education and Skills for additional accommodation where necessary.

Director of Schools confirmed that forms, templates and policies in use by LMETB schools have been checked by the ETBI Legal Services Support and are consistent and comply with regulations. Ms. Greer and Cllr. Tolan advised that, in their experience, appellants are satisfied that due process is being followed in Section 29 appeals.

## 7. OSD Matters

7.1 Minutes:

7.2 Memberships and Chairpersons of Committees

Members were advised that Cllr. Emer Tóibín had decided to withdraw from Audit and Risk Committee. DOSD provided a summary of the obligations of the Audit and Risk Committee. It was resolved **R. 139/11/2019** to approve the appointment of Ms. Irene Brady to the Audit and Risk Committee in place of Cllr. Tóibín.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Cllr. Erin McGreehan

7.3 OSD Policies

DOSD advised members that the purpose of the proposed Visitors Policy – Administration Offices November 2019 is to enhance safety and security of staff and visitors. It was resolved **R. 140/11/2019** to approve the Visitors Policy – Administration Offices November 2019.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Ms. Siobhan Greer

DOSD advised members that the proposed updates to the Records Management Policy are to reflect GDPR. It was resolved **R. 141/11/2019** to approve the updated Records Management Policy November 2019.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Cllr. Sharon Tolan

#### 7.4 Gifts, Trusts and Scholarships Committee

Mr. Ciaran O'Donnell reported on behalf of the Gifts, Trusts and Scholarships Committee. Mr. O'Donnell advised members that the Committee recommended that the Board approve the scholarship in Scoil Ui Mhuiri.

It was resolved **R. 142/11/2019** to approve the proposed scholarship in Scoil Ui Mhuiri.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Ms. Siobhan Greer

#### 7.5 Risk Management

DOSD advised members that the risk register provided was in a new format reflecting consultation with and advice from IPB. Updates to risks include merging of risks where appropriate and an increased focus on the difficulty of recruiting staff to teach through Irish. Director of Schools noted that ETBI and the Department of Education and Skills have drawn up an action plan to address this issue. DOSD advised that the risk register will be reviewed by the Audit and Risk Committee. The risk management report provided was noted.

#### 7.6 Data Breach Report

DOSD advised members that four breaches had been reported since the previous report, two of which did not require notification to the Data Protection Commission. The remaining two had been notified and the Data Protection Commission had advised that the cases were closed. DOSD advised that the reports are available on the sharepoint page. The report provided was noted.

### **8. Land and Buildings**

#### 8.1 Update

Cllr. Tolan requested further information regarding Colaiste na hInse. CE advised that the schedule of accommodation had been sent to the Department for review. It was resolved **R. 143/11/2019** to approve the update provided.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Cllr. Maria Murphy

### **9. Any Other Business**

The minutes of the meeting of the Board of Management of Coláiste Chú Chulainn on 13 March 2018 were noted.

The minutes of the meeting of the Board of Management of Coláiste Chú Chulainn on 9 April 2019 were noted.

The minutes of the meeting of the Board of Management of Coláiste Chú Chulainn on 23 April 2018 were noted.

The minutes of the meeting of the Board of Management of Coláiste Chú Chulainn on 26 February 2019 were noted.

The minutes of the meeting of the Board of Management of Coláiste Chú Chulainn on 28 May 2019 were noted.

It was resolved **R. 144/11/2019** to approve the appointment of Mark Cairns as male teacher nominee to the Board of Management of Drogheda Institute of Further Education.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Ms. Siobhan Greer

It was resolved **R. 145/11/2019** to approve the appointment of Una Fitzpatrick as female teacher nominee to the Board of Management of Drogheda Institute of Further Education.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Ms. Siobhan Greer

It was resolved **R. 146/11/2019** to approve the proposed contribution of €500 for Transition Year for Scoil Uí Mhuirí for 2020/21.

**Proposed:** Ms. Siobhan Greer

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 147/11/2019** to approve the proposed contribution of €150 for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 5<sup>th</sup> and 6<sup>th</sup> Years for Scoil Uí Mhuirí for 2020/21.

**Proposed:** Ms. Siobhan Greer

**Seconded:** Mr. Bill Sweeney

Mr. Ciaran O'Donnell reported on behalf of the Gifts, Trusts and Scholarships Committee. Mr. O'Donnell advised members that the Committee had considered a Gaeltacht Scholarship scheme proposed by Director of Schools at its meeting on Friday 15<sup>th</sup> November. Mr. O'Donnell noted that the Committee had recommended some amendments to the proposal and that these had been reflected in the document presented to the board. Director of Schools briefed members on the proposal. Cllr. Sheridan thanked Director for the document.

It was resolved **R. 148/11/2019** to approve the proposal regarding Gaeltacht Scholarships.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Ms. Siobhan Greer

DOSD advised members that, at its previous board meeting on 10 October, the board nominated Chairpersons of, and ETB nominees to, school Boards of Management. He explained that LMETB had requested and received legal advice regarding the authority to appoint a Chairperson of the Board of Management of a school where a Deed of Trust exists. DOSD noted that provisional legal advice is that the Deed supersedes legislation and that the custom and practice that the Chairperson is appointed by the Bishop be maintained. DOSD advised that any further legal advice on this matter will be furnished.



Ms. Karen Tobin indicated her willingness to withdraw as Chairperson of the St. Oliver Post Primary, Oldcastle, Board of Management.

It was resolved **R. 149/11/2019** to approve the withdrawal of Ms. Karen Tobin as Chairperson of the St. Oliver Post Primary, Oldcastle Board of Management.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

Cllr. Maria Murphy indicated her willingness to withdraw as Chairperson of the St. Peter's College, Dunboyne, Board of Management.

It was resolved **R. 150/11/2019** to approve the withdrawal of Cllr. Maria Murphy as Chairperson of the St. Peter's College, Dunboyne, Board of Management.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Cllr. Sharon Tolan

Cllr. Nick Killian indicated his willingness to withdraw as Chairperson of the Ratoath College Board of Management.

It was resolved **R. 151/11/2019** to approve the withdrawal of Cllr. Nick Killian as Chairperson of the Ratoath College Board of Management.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Cllr. John Sheridan

It was resolved **R. 152/11/2019** to approve the appointment of Fr. Ray Kelly, Parochial House, Oldcastle as Bishop's nominee to the Board of Management of St. Oliver Post Primary, Oldcastle.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 153/11/2019** to approve the appointment of Mr. Martin O'Reilly, Loughbawn, Oldcastle as Bishop's nominee to the Board of Management of St. Oliver Post Primary, Oldcastle.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 154/11/2019** to approve the appointment of Fr. Ray Kelly, Parochial House, Oldcastle as Chairperson of the Board of Management of St. Oliver Post Primary, Oldcastle.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 155/11/2019** to approve the appointment of Fr. Gerry Stuart, Parochial House, Ratoath as Bishop's nominee to the Board of Management of Ratoath College.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 156/11/2019** to approve the appointment of Johanne Duignan, North Lodge, Killeen Castle, Dunsany, County Meath as Bishop's nominee to the Board of Management of Ratoath College.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 157/11/2019** to approve the appointment of John Gunne, 14 Parkview, Ratoath as Bishop's nominee to the Board of Management of Ratoath College.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 158/11/2019** to approve the appointment of Fr. Declan Kelly, Orchard Court, Main St., Dunboyne as Bishop's nominee to the Board of Management of St. Peter's College, Dunboyne.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 159/11/2019** to approve the appointment of Mr. Martin Long, 6 The Close, Lutterell Hall, Dunboyne as Bishop's nominee to the Board of Management of St. Peter's College, Dunboyne.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 160/11/2019** to approve the appointment of Ms. Maeve Gallagher. Harlockstown, Ashbourne as Bishop's nominee to the Board of Management of St. Peter's College, Dunboyne.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Mr. Bill Sweeney

It was resolved **R. 161/11/2019** to approve the appointment of Mr. Richard Warren as male parent nominee to the Board of Management of St. Oliver's Community College, Drogheda.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

It was resolved **R. 162/11/2019** to approve the appointment of Ms. Ann Marie Brady as female parent nominee to the Board of Management of St. Oliver's Community College, Drogheda.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Mr. Paul Dermody

There was no other business and the meeting ended at 7.20pm.

SIGNED:

Wanda Jo B...

CHIEF EXECUTIVE

[Signature]

CHAIRPERSON

DATE:

23-1-2020

23/1/2020

