

## Minutes of Meeting held on Thursday, 16th November 2023

A meeting of Louth and Meath Education and Training Board commenced at 5.00 p.m.

The meeting took place in Monasterboice, County Louth.

<b>CATHAOIRLEACH:</b>	Cllr. Wayne Harding
<b>BAILL I LATHAIR:</b>	Cllr. Marianne Butler, Mr. Billy Doyle, Ms. Caroline Canny, Ms. Siobhán Greer, Cllr. Nick Killian, Mr. Barry McCourt, Cllr. Andrea McKevitt, Cllr. Maria Murphy, (Leaschathaoirleach), Cllr. Gerry O'Connor, Cllr. John Sheridan, Mr. Bill Sweeney, Cllr. Eileen Tully and Ms. Tara Walker.
<b>BAILL I LATHAIR LÍNE:</b>	
<b>AS LÁTHAIR:</b>	Ms. Malgorzata Gilani, Mr. Damian Kearns, Cllr. Paul McCabe, Cllr. Kevin Meenan, Cllr. Amanda Smith and Máirín Uí Fháinnín Uasal.
<b>AR FREASTAIL:</b>	Mr. Martin G. O'Brien, Chief Executive Ms. Fiona Kindlon, Director of Schools Ms. Sadie Ward McDermott, Director of FET Mr. Brian Murphy, Director of OSD Ms. Louise Carroll, APO Finance Mr. Frank Smith, APO Corporate Services Ms. Carmel McEvoy, PA to Chief Executive
<b>AR FREASTAIL LÍNE:</b>	

## **1. Order of Business**

### **1.1 Welcome by Cathaoirleach**

The Cathaoirleach welcomed members of the Board and of the executive to the meeting.

### **1.2 Welcome to new Board Member – Ms. Tara Walker**

The Cathaoirleach introduced Ms. Tara Walker and welcomed her to the Board.

### **1.3 Conflicts of interest**

The Cathaoirleach noted that the conflict of interest form was being circulated to members and asked members to advise of any conflicts of interest in relation to any item on the agenda. No conflicts of interest were declared.

### **1.4 Apologies, condolences and congratulations**

Apologies were noted from Mr. Damian Kearns, Cllr. Paul McCabe, Ms. Malgorzata Gilani, Cllr. Kevin Meenan and Máirín Uí Fháinnín Uasal.

Condolences were expressed in the usual respectful manner. Cllr. Killian conveyed condolences on behalf of the Youthreach Committee on the untimely passing of Ms. Sharon Maher, Co-ordinator of Navan Youthreach.

### **1.5 Absences**

It was resolved **R. 01/11/2023** to approve the absence of LMETB members: Cllr. Amanda Smith, Mr. Damian Kearns, Cllr. Paul McCabe, Ms. Malgorzata Gilani, Cllr. Kevin Meenan and Máirín Uí Fháinnín Uasal.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Mr. Bill Sweeney

## **2. Minutes and matters arising**

**2.1** It was resolved **R. 02/11/2023** to adopt the minutes of the meeting of the Louth and Meath ETB Board held on 29<sup>th</sup> September 2023.

**Proposed:** Cllr. Gerry O'Connor

**Seconded:** Cllr. Andrea McKeivitt

### **2.2 Matters Arising:**

There were no matters arising.

### **3. Board self-assessment survey**

APO CES noted that survey responses were received from five members via the on-line FORMS survey and that there was also a response from Mr. Billy Doyle which, due to an IT issue, was not captured via the on-line FORMS survey but was received via a copy printout.

APO CES advised that members who have not submitted a response, and wish to do so, may submit same at the meeting or afterwards.

APO CES noted that the documents provided to members for the meeting comprise the survey questions, a summary of the responses and the detailed responses together with an analysis of same by LMETB executive. APO CES noted that the survey responses indicate that four respondents are very satisfied and two are satisfied. APO CES advised that the Cathaoirleach will review the responses with the executive and report back to the board.

Cllr. Killian suggested that time be set aside at a meeting for a presentation on LMETB's work in Youthreach.

Mr. Doyle noted that the self-assessment survey is an important process in seeking to ensure that the board is operating effectively and suggested that responses and agreed actions be tracked.

### **4. Finance**

#### **4.1 Finance Update**

DOSD advised that ESBS recently approved staffing requests including an extra APO in Finance for a two year period and that, as a result, LMETB has reallocated duties between the two Finance APOs. DOSD introduced Ms. Louise Carroll, APO Finance and advised members that her role will include dealing with the Board and Finance Committee while Ms. Roisin Duffy's work will include an increased focus on school and centre matters. DOSD acknowledged in particular Ms. Duffy's work in reporting to the Board and Finance Committee and expressed his gratitude to her.

Mr. Sweeney, as Chairperson of the Finance Committee, expressed his gratitude, welcomed the approval of an extra APO and Ms. Carroll's appointment. Ms. Carroll thanked members for their welcome and took members through the finance update for the period January to October 2023.

The Cathaoirleach thanked APO Finance for her report and invited questions and comments from members.

DOSD invited Ms. Walker to a briefing on finance matters.

It was resolved **R. 03/11/2023** to approve the finance update.

**Proposed:** Cllr. Andrea McKeivitt

**Seconded:** Ms. Siobhán Greer

## 5. Correspondence

### • Department of Education Circular Letters

<i>C/L ref</i>	<i>RE:</i>
0046/2023	Revision of Salaries for School Secretaries Previously Funded Under Ancillary Grant Funding - Application of pay adjustments due on 1 October 2023 – Primary & Post Primary
0052/2023	Breastfeeding Breaks for Registered Teachers employed in Recognised Primary and Post Primary School – Primary & Post Primary
0053/2023	Breastfeeding Breaks for Special Needs Assistants employed In Recognised Primary and Post Primary Schools – Primary & Post Primary
0054/2023	Curriculum and assessment related developments at Senior Cycle with particular reference to school years 2023/24 and onwards – Post Primary
0055/2023	Unpaid Leave for Medical Care Purposes for staff other than persons employed as Teachers and Special Needs Assistants employed in Education and Training Boards - ETB
0056/2023	Cost of living measure to support increased school running costs

### • Department of Further and Higher Education, Research, Innovation and Science Letters

<i>C/L ref</i>	<i>RE:</i>

### • Correspondence received from Department of Education

<i>Date Received</i>	<i>Subject</i>
03/10/2023	DoE - Circular 43 of 2023 - 1st October Pay increases
03/10/2023	DoE acknowledging receipt of LMETB -Request to Department for approval of gifts and scholarships-email 3/10/23
04/10/2023	DoE re. Traveller and Roma Education Consultation Survey 2023
04/10/2023	DoE advising approval of LMETB -Request to Department for approval of gifts and scholarships-3/10/23
17/10/2023	DoE re. Parent Teacher Meetings in St. Peter's College Dunboyne
17/10/2023	DoE - Request for Q3 2023 Prompt Payment Returns by 24/10/2023
17/10/2023	DoE requesting submission of 2023 Travel & Subsistence Claim by 1/11/23
17/10/2023	DoE re. Attendance Campaign Support Grant for 2023/24 Academic Year Deontas Tacaíochta um Fheachtas Freastail do Bhliain Acadúil 2023/24
17/10/2023	DoE re. Circular 55 of 2023 Unpaid Leave for Medical Care Purposes
18/10/2023	DoE Query re. Gaeltacht Scholarships LMETB-GRETB
18/10/2023	DoE Requesting submission of Liabilities and Assets returns Qtr. 3 2023 by 20/10/2023
23/10/2023	DoE re. Adjustment to Temporary SET and SNA resources for Ukrainian enrolments
25/10/2023	DoE - Enrolment Data Request
27/10/2023	DoE - Enrolment Data Request - follow on email

27/10/2023	DoE - Enrolment Data Request - follow on email -Additional information
27/10/2023	DoE re. Cost of Living Grant 2023
31/10/2023	DoE requesting submission of October Monthly Return due no later than Tuesday 7 November 2023
01/11/2023	DoE re. Projected Enrolment
02/11/2023	DoE reminder re. submission of LMETB Q3 2023 - Early Warning Return
07/11/2023	DoE acknowledging receipt of LMETB Q3 2023 - Early Warning Return
08/11/2023	DoE re. National Parents Council Primary – confirming being body for Parent nominations to ETB Boards
09/11/2023	DoE acknowledging receipt of 2023 Travel & Subsistence Claim
09/11/2023	DoE to CE's Office acknowledging receipt of signed October 2023 Monthly Return
10/11/2023	DoE requesting Contact Information for Chairperson of LMETB
13/11/2023	DoE acknowledging receipt of Contact Information for Chairperson of LMETB
14/11/2023	DoE Advising that payment made to LMETB re. 2023 Travel & Subsistence Claim

- **Correspondence received from Department of Further and Higher Education, Research, Innovation and Science (DFHERIS)**

<b>Date Received</b>	<b>Subject</b>
16/10/2023	DFHERIS to Dir FET Acknowledging receipt of response re. PQ 45543 - Drogheda Institute of Further Education
19/10/2023	Min Harris - Unable to accept meeting request re. Dunboyne College further to letter on foot of LMETB BM 20/7/2023

- **Correspondence received from other sources**

<b>Date Received</b>	<b>From:</b>	<b>Subject</b>
02/10/2023	ETBI	ETBI re. Unpaid Leave for Medical Care Purposes for Special Needs Assistants employed in Recognised Primary and Post Primary Schools
03/10/2023	SOLAS	SOLAS re 2023-2024 Fuel Allowance for Learners
03/10/2023	DCEDIY	DCEDIY re. Payment Letter LMETB Additional Youth Resource
04/10/2023	ETBI	ETBI re. World Mental Health Day Webinar with Jigsaw
04/10/2023	DCEDIY	DCEDIY re. Payment Letter Integration Funding
05/10/2023	SIPO	SIPO re. Revised rates of pay updated notification forms & guidelines effective from 1 October 2023
05/10/2023	NAO	NAO re. Working group on national recruitment campaign for phase 2 instructors
06/10/2023	ETBI	ETBI re. FORSA Directive
09/10/2023	SOLAS	SOLAS re. Payment Advice Note from 04/10/2023
09/10/2023	SOLAS	SOLAS confirming that will forward LMETB Climate Action Roadmap to DFHERIS

09/10/2023	ETBI	ETBI re. FET Application Process Project (formerly CAO FET Project)
10/10/2023	Tanagh Outdoor Education & Training Centre	Letter of Condolence on untimely passing of Cllr. Damien O'Reilly, Chairperson of LMETB Board.
11/10/2023	CRO	CRO - Received Submission SR102418 LMETB - Update Trustees Connections and External Advisors following passing of Cllr. O'Reilly
12/10/2023	ETBI	ETBI re. Breastfeeding Breaks for Special Needs Assistants employed In Recognised Primary and Post Primary Schools
12/10/2023	ETBI	ETBI re. Breastfeeding Breaks for Registered Teachers employed in Recognised Primary and Post Primary Schools
16/10/2023	ETBI	ETBI - FET Learner Mental Health and Wellbeing Webinar - October 10th 2023
17/10/2023	Coláiste de Lacy	DLC - Minutes of Emergency Board Meeting
17/10/2023	CRO	CRO re. Confirming Registered Submission SR102418 LMETB - Updated Trustees Connections and External Advisors
19/10/2023	ETBI	ETBI re. Chairperson's Comprehensive Report - Ministerial sanction prior to commencement of leases for property
24/10/2023	SOLAS	SOLAS - FET Learner Payment Policy 2023
24/10/2023	SOLAS	SOLAS acknowledging receipt of 2023 ETB Quarter Three Review Returns - Louth and Meath
25/10/2023	Coláiste Chú Chulainn	Coláiste Chú Chulainn re. college graduate pair take historic first ever Bernard Duffy Scholarships in DKIT.
26/10/2023	SOLAS	SOLAS - Payment Advice Note from 24/10/2023
27/10/2023	DTCAGSM	DTCAGSM - Acht na dTeangacha Oifigiúla (Leasú) 2021 uasdátú - Official Languages (Amendment) Act 2021 update
03/11/2023	DCEDIY	DCEDIY re. LMETB Letter of Allocation Integration Fund Phase II 2023
08/11/2023	Peter McGrath	Peter McGrath, Chair of A&R Committee re. Self-evaluation of effectiveness of the LMETB Audit and Risk Committee
12/11/2023	ETBI	ETBI re. Storm Debi
12/11/2023	ETBI	ETBI Information about Schools due to Storm Debi
12/11/2023	ETBI	ETBI/DFHERIS Storm Debi - update from National Emergency Group re. FET
12/11/2023	ETBI	ETBI - FET News FET Spotlight and More
13/11/2023	ETBI	ETBI forwarding DoE's Guidance re. Attendance Campaign Support Grant

- **Correspondence sent**

<b>Date</b>	<b>Re:</b>
29/09/2023	DOS to Ardee CS acknowledging receipt of Ardee Community School Admissions Policy and Annual Admissions Notice
29/09/2023	DOS to Principal Athboy CS re. Admissions Policies for ratification
30/09/2023	APO L&B to SEAI submitting LMETB Climate Action Roadmap
02/10/2023	CE's Office to Finance Committee re. School & FET Accounts August 2023
02/10/2023	APO L&B to SOLAS forwarding LMETB Climate Action Roadmap
02/10/2023	APO L&B to DoE forwarding LMETB Climate Action Roadmap
03/10/2023	CE's office to SOLAS acknowledging receipt of email re 2023-2024 Fuel Allowance for Learners
03/10/2023	APO CES to DoE Request to Department for approval of gifts and scholarships on foot of LMETB BM 29/9/23
03/10/2023	CES to All Staff re. LMETB Clean Desk Policy
03/10/2023	CE's Office to DCEDIY acknowledging receipt of Payment Letter LMETB Additional Youth Resource
03/10/2023	CE's Office to DoE acknowledging receipt of Circular 43 of 2023 - 1st October Pay increases
04/10/2023	CE's Office to DCEDIY acknowledging receipt of Payment Letter Integration Funding
04/10/2023	CE's Office to Tara Walker - Appointment letter to LMETB Board
05/10/2023	APO CES to Dunshaughlin CNS Advising of Ministerial Approval re. Local Councillors' Donations
05/10/2023	APO CES to Ard Rí CNS Advising of Ministerial Approval re Donations to Ard Rí CNS
05/10/2023	APO CES to Principals of Coláiste na Mí, Dunshaughlin CC, St. Peter's College, St. Oliver PP, Ratoath College, Coláiste na hInse, Coláiste Clavin, O'Carolan College re. Ministerial Approval of Scholarships
06/10/2023	Finance to DoE - Submission of September Monthly Return due no later than Friday 06th October 2023
12/10/2023	DOS to CE, APO L&B, APO & Principal Ashbourne CNS - DoE confirmation of closure of ASH CNS for 1 day to facilitate move to new building
12/10/2023	DOS to School Leaders re. Ministers Foley Madigan and Byrne announce details of over €10.5 billion education funding in Budget 2024
12/10/2023	Finance to DoE - Submission of updated September Monthly Return
13/10/2023	Leave Management to All Staff re. New Circulars issued - ATT Teachers and SNA's - Leave Medical Care-Appointments
16/10/2023	Dir FET to DFHERIS re. PQ 45543 - Drogheda Institute of Further Education
18/10/2023	DOS to DoE re. Parent Teacher Meetings - St. Peter's College
18/10/2023	DOS to School Leaders re. Ministers Foley Madigan and Byrne congratulate students receiving Junior Cycle examination results
19/10/2023	DOSD to APO CES & DPO re. ETBI LSSU Summary Note on recent caselaw relating to data protection
19/10/2023	DOSD to CE, APO L&B - ETBI re. Chairperson's Comprehensive Report - Ministerial sanction prior to commencement of leases for property
20/10/2023	DOS to DoE re. Admissions Policy- Coláiste Clavin
20/10/2023	Finance to DoE Submitting LMETB Liabilities & Asset Return Q3
24/10/2023	Finance to SOLAS submitting 2023 ETB Quarter Three Review Returns - Louth and Meath
24/10/2023	CE's Office to LMETB Board - Reminder LMETB Board Self-Assessment Survey for 2023

24/10/2023	CE's Office to DoE Acknowledging receipt of email re. Adjustment to Temporary SET and SNA resources for Ukrainian enrolments
27/10/2023	CE's Office to DoE acknowledging receipt of email re. Cost of Living Grant 2023
31/10/2023	CE's Office to Finance Committee re. School & Capital Accounts September 2023
31/10/2023	CE's Office to DoE acknowledging receipt of email re. submission of October Monthly Return due no later than Tuesday 7 November 2023
02/11/2023	CE's Office to DoE acknowledging receipt of email re. Projected Enrolment
02/11/2023	DOS to DOSD, APO HR - re. TUSLA Salary Scale Alignment for SCP Coordinators and Project Workers
02/11/2023	CE's Office submitting LMETB Q3 2023 - Early Warning Return
03/11/2023	CES to All Staff re. Polices Noted by the Board September 2023
06/11/2023	CE's Office to DCEDIY acknowledging receipt of email re. LMETB Letter of Allocation Integration Fund Phase II 2023
06/11/2023	DOS to School Leaders - Information Note for parents or guardians of Junior Cycle students Nóta Eolais maidir leis an tSraithShóisearach do Thuismitheoirí Chaomhnóirí
06/11/2023	DOS to School Leaders re. The Junior Cycle Profile of Achievement (JCPA) 2023 Production process
07/11/2023	CE's Office to Board Members - Reminder LMETB Board Self-Assessment Survey for 2023
07/11/2023	DOSD to Board Members re. Reminder LMETB Board Self-Assessment Survey for 2023
08/11/2023	CE's Office to DoE resubmitting 2023 Travel & Subsistence Claim
09/11/2023	Finance to DoE submitting October 2023 Monthly Return
09/11/2023	CE's Office to Finance Committee - Advising of Finance Committee Meeting on 15/11/23
09/11/2023	CE's Office to DoE submitting signed October 2023 Monthly Return
09/11/2023	APO L&B to IAUETBs submitting LMETB Signed copy of Letter of Engagement
09/11/2023	CE's Office to LMETB Board members re. LMETB Board Meeting 16.11.23
12/11/2023	DOSD to Directors re. Storm Debi - update from National Emergency Group
12/11/2023	Dir. FET to FET Leaders - URGENT attention Weather alert delayed opening on Monday am
12/11/2023	DOSD to All Staff re. Weather warning - Storm Debi
12/11/2023	DOS to School Leaders re. Severe weather alert press release
12/11/2023	DOS to School Leaders update re. Severe weather alert press release
12/11/2023	DOS to School Leaders 2nd update re. Severe weather alert press release
12/11/2023	DOS to School Leaders 3rd update re. Severe weather alert press release
13/11/2023	Dir FET to FET Leaders re. Closures due to Severe weather warning urgent attention
13/11/2023	DOS to School Leaders re. Closure of schools due to Severe weather alert
13/11/2023	CE's Office to DoE submitting Contact Information for Chairperson of LMETB
13/11/2023	DOS to School Leaders re. Inspectorate update to schools - October 2023
14/11/2023	Finance to DoE Acknowledging receipt of email re. payment made to LMETB re. 2023 Travel & Subsistence Claim
15/11/2023	CES to FET, School & Admin Leaders re. Ethics in Public Office Act - Designated Employees Register for the Year 2023



• **Correspondence sent on foot of Board meeting held on 29<sup>th</sup> September 2023**

<b>Date</b>	<b>Re:</b>
29/09/2023	CE's Office to Ms. Sheola Boshell re. Nomination as Meath Comhairle na nÓg nominee to Youthwork Committee
29/09/2023	CE's Office to Mr. Colm McCourt re. LMETB nominee to BoM O' Fiaich College
29/09/2023	CE's Office to Mr. Colm McCourt re. LMETB nominee to BoM Youthreach Board of Management
03/10/2023	CE's Office to Dir. OSD re. OSD Matters
03/10/2023	CE's Office to Cllr. Wayne Harding re. nomination as Chairperson LMETB
03/10/2023	CE's Office to Cllr. Maria Murphy re. nomination as Deputy Chairperson to LMETB
03/10/2023	CE's Office to Ms Tara Walker - Letter of appointment to LMETB Board
04/10/2023	CE's Office to Chair Youth Work Committee re. Minutes & Committee Membership
04/10/2023	CE's Office to Sec BoM DCFE re. BoM Minutes
04/10/2023	CE's Office to Sec Governing Body AMTCE re. Minutes AMTCE
04/10/2023	CE's Office to Dir. FET re. Report, Membership of Committees/Boards, Minutes, Policies, MoA & MoU
04/10/2023	CE's Office to Finance Committee re. Minutes & Report of Finance Committee
04/10/2023	CE's Office to Chair Audit & Risk Committee re. Minutes & Report of A&R Committee
04/10/2023	CE's Office to Chair Gifts, Trusts & Scholarships Committee re. Minutes & Recommendations of Committee
04/10/2023	CE's Office to Chair Land & Buildings Committee re. Minutes, Report & Recommendations of Land & Buildings Committee
05/10/2023	CE's Office to Sec BoM St. Oliver PP re. BoM Minutes & Policies
05/10/2023	CE's Office to Sec BoM Athboy CS re. BoM Minutes
05/10/2023	CE's Office to Sec BoM Boyne CS re. BoM Minutes & School Policies
05/10/2023	CE's Office to Sec BoM Beaufort College re. School Policies
05/10/2023	CE's Office to Sec BoM Bush PP re. School Based Policies
05/10/2023	CE's Office to Sec BoM Coláiste Chú Chulainn re. School Based Policies
05/10/2023	CE's Office to Sec BoM Coláiste Clavin re. BoM School Policies
05/10/2023	CE's Office to Sec BoM Coláiste de Lacy re. School Policies
05/10/2023	Oifig an PF chuig Runaí BB Coláiste Pobail Ráth Chairn maidir le Polasaí Iontrála
05/10/2023	CE's Office to Sec BoM Coláiste Ríoga re. School Policies
05/10/2023	CE's Office to Sec BoM Enfield CC re. School Policies
05/10/2023	CE's Office to Sec BoM O'Carolan College re. School Policies
05/10/2023	CE's Office to Sec BoM Scoil Uí Mhuirí re. School Policies & Contributions
05/10/2023	CE's Office to Sec BoM St. Oliver's CC re. School Policies
05/10/2023	CE's Office to Sec BoM Dunshaughlin CNS re. School Policies
05/10/2023	CE's Office to Sec BoM Ashbourne CNS re. School Policies
05/10/2023	CE's Office to Sec BoM St. Ciaran's CS, Kells re. School Policies & other documentation
05/10/2023	CE's Office to Cllr. Nick Killian – LMETB nominee to BoM Dunshaughlin CC
05/10/2023	CE's Office to Ms. Maria Brady – Female teacher nominee to BoM O'Carolan College
05/10/2023	CE's Office to Cllr. Nick Killian – LMETB nominee to BoM Ratoath College

05/10/2023	CE's Office to Cllr. Maria Murphy – LMETB nominee to BoM Ratoath College
05/10/2023	CE's Office to Ms. Tara English – Female teacher nominee to BoM Ratoath College
05/10/2023	CE's Office to Mr. Ben Dwyer – Male teacher nominee to BoM Ratoath College
05/10/2023	CE's Office to Cllr. Maria Murphy – LMETB nominee to BoM St. Peter's College
05/10/2023	CE's Office to Ms. Gráinne Doyle – Female teacher nominee to BoM Ard Rí CNS
05/10/2023	CE's Office to Cllr. Maria Murphy – LMETB nominee to BoM Dunshaughlin CNS
05/10/2023	CE's Office to Ms. Aine Gorman – Female teacher nominee to BoM Scoil Uí Mhuirí
05/10/2023	CE's Office to Ms. Stephanie Birt – Female teacher nominee to BoM St. Peter's College
05/10/2023	CE's Office to Peter Creaner – Male teacher nominee to BoM St. Peter's College
05/10/2023	CE's Office to Fr. Declan Kelly – Bishop nominee to BoM St. Peter's College
05/10/2023	CE's Office to Cllr. Gerry O'Connor – nominated as Chairperson to BoM Dunshaughlin CNS
05/10/2023	CE's Office to Fr. Mark Mohan – Bishop nominee to BoM St. Oliver PP
05/10/2023	CE's Office to Fr. Gerry Stuart – Bishop nominee to BoM Ratoath College
05/10/2023	CE's Office to Ms. Siobhan Gilligan – Bishop nominee to BoM Ratoath College
05/10/2023	CE's Office to Sec BoM Ó Fiaich College re. BoM Minutes & School Policies
05/10/2023	CE's Office to Sec BoM Coláiste na Mí re. School Policies
05/10/2023	CE's Office to Mr. John Gunn – Bishop nominee to BoM Ratoath College
05/10/2023	CE's Office to Dir. Schools re. Report, Minutes of School Board of Managements, Memberships of BoM, School Policies, Contributions
23/10/2023	Condolence Card/Letter sent to the Families of: Mrs. Angela Halpin, Mrs. Maura Larrissey, Mr. Norman Wilkinson, Mr. Séan Diver, Mr. Tony Lambe, Mr. Thomas O'Malley, Cllr. Damien O'Reilly, Mrs. Elizabeth McCormick
23/10/2023	CE's Office to Mr. Ian Lafford – Parent nominee to BoM Beaufort College
23/10/2023	CE's Office to Mr. Martin Long – Bishop nominee to BoM St. Peter's College
23/10/2023	CE's Office to Ms. Geraldine McWeeney – Bishop nominee to BoM St. Peter's College
25/10/2023	CE's Office to Ms. Lucy O'Mahoney – Female parent nominee to BoM St. Peter's College
25/10/2023	CE's Office to Mr. Niall Kelly – Male parent nominee to BoM St. Peter's College
25/10/2023	CE's Office to Ms. Kathryn Ryan – Female parent nominee to BoM Ratoath College
25/10/2023	CE's Office to Kenneth Carroll – Male parent nominee to BoM Ratoath College
25/10/2023	CE's Office to Sec BoM St. Peter's College re. Membership of BoM
26/10/2023	CE's Office to Ms. Anne Frawley – BoM nominee to BoM Ó Fiaich College
26/10/2023	CE's Office to Mr. Pairic Browne – BoM nominee to BoM Ó Fiaich College
26/10/2023	CE's Office to Francis Carroll – Male parent nominee to BoM Ó Fiaich College
26/10/2023	CE's Office to Mr. Andrew McCullough – BoM nominee to BoM Scoil Uí Mhuirí
26/10/2023	CE's Office to Ms. Bríd Rocks – LMETB nominee to BoM Ballymakenny College
26/10/2023	CE's Office to Mr. Cormac Bohan – LMETB nominee to BoM Ballymakenny College

26/10/2023	CE's Office to Cllr. Wayne Harding – LMETB nominee to BoM Ballymakenny College
06/11/2023	CE's Office to Mr. Dudley Farrell – BoM nominee to BoM O'Carolan College
06/11/2023	CE's Office to Mr. Tom Curran – BoM nominee to BoM Enfield CC
07/11/2023	Oifig an PF chuig Mairín Ní Chonaire – Tuismitheoir ainmithe ar BB Choláiste Pobail Ráth Chairn
15/11/2023	CE's Office to Cllr. Helen Meyer – LMETB nominee to BoM Ashbourne CNS

The Cathaoirleach invited questions and comments from members.

## 6. Committees and Reports

### 6.1 Director of Further Education and Training Report

The Cathaoirleach referred members to the report of the Director of Further Education and Training.

Cllr. Murphy commended all involved in the recent function to mark the twentieth anniversary of Dunboyne College of Further Education noting that it is important that such significant landmarks are celebrated.

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

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

It was resolved **R. 04/11/2023** to approve the minutes of the meeting of the Adult Education Committee which took place on 7<sup>th</sup> March 2023.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Maria Murphy

It was resolved **R. 05/11/2023** to approve the minutes of the meeting of the Board of Management of Dunboyne College of Further Education which took place on 16<sup>th</sup> May 2023.

**Proposed:** Cllr. Maria Murphy

**Seconded:** Cllr. Nick Killian

The minutes of the meeting of the Board of Management of Drogheda Institute of Further Education which took place on 1<sup>st</sup> June 2023 were noted.

#### 6.1.2 Membership of Committees

There was no business under this heading.

### 6.1.3 Further Education and Training Policies

College/Centre	Policy
FET	Draft LMETB Critical-Incident-Management-Protocol (CIMP) 07 November 23
FET	DRAFT LMETB-Quality Assurance Procedures - new Apprenticeship Programmes – A reference Handbook RAA Apprenticeships 1 2 2
FET	SOLAS Craft Apprenticeship Assessment Rules - Quality assurance of national craft apprenticeships 2023 1 1 1
FET	SOLAS – Quality Assurance Manual – Quality assurance of national craft apprenticeships 2023

The above policies were noted.

### 6.1.4 Proposed Contributions/Fees

There was no business under this heading.

### 6.1.5 Memorandum of Understanding (MoU)

It was resolved **R. 06/11/2023** to approve the MoU with Wrexham University.

**Proposed:** Cllr. Nick Killian

**Seconded:** Mr. Bill Sweeney

## 6.2 Director of Schools Report

The Cathaoirleach referred members to the report of the Director of Schools.

Cllr. Murphy thanked Director of Schools for her work in clarifying the position in relation to parent teacher meetings following recent communication from the Department of Education.

The report of the Director of Schools was noted.

### 6.2.1 Minutes of Boards of Management meetings

School	Date of Meeting
Beaufort College	16/03/2023
Beaufort College	17/08/2023
Beaufort College	31/08/2023
Beaufort College	18/09/2023
Bush PP	30/05/2023
Bush PP	14/09/2023
Dunshaughlin CC	27/03/2023
Dunshaughlin CC	13/06/2023
Enfield CC	04/05/2023
O'Carolan College	01/06/2023

Ratoath College	06/06/2023
Scoil Uí Mhuirí	29/08/2023
Scoil Uí Mhuirí	19/09/2023
St. Oliver PP	24/08/2023
St. Oliver's CC	27/03/2023
St. Peter's College	12/06/2023
St. Peter's College	11/07/2023
St. Peter's College	25/08/2023
Ashbourne CNS	29/06/2023
Dunshaughlin CNS	07/09/2023
Faughart CNS	20/06/2023
<b>Joint Patronage Schools</b>	

The minutes of the above meetings were noted.

### 6.2.2 Memberships of Boards of Management

It was resolved **R. 07/11/2023** to approve the nomination of Mr. Brian Dromey as male parent nominee to the Board of Management of Coláiste Ríoga replacing Mr. Joseph Reilly.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

Consideration of the nomination of an LMETB nominee to the Board of Management of St. Peter's College, Dunboyne to replace Mr. Tom O'Mahony was deferred.

It was resolved **R. 08/11/2023** to approve the nomination of Mr. Ike Ijeh as parent nominee to the new Board of Management of Ard Rí CNS replacing Mr. Darren McManus with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 09/11/2023** to approve the nomination of Ms. Diane Fanning as parent nominee to the new Board of Management of Ard Rí CNS replacing Ms. Avril Byrne with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 10/11/2023** to approve the nomination of Mr. Darragh Roe as Principal to the new Board of Management of Ard Rí CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 11/11/2023** to approve the nomination of Ms. Yemi Adenuga as patron nominee to the new Board of Management of Ard Rí CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 12/11/2023** to approve the nomination of Mr. Paul Radford as patron nominee to the new Board of Management of Ard Rí CNS replacing Mr. Leo Finlay with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 13/11/2023** to approve the nomination of Ms. Geraldine Lacy as teacher nominee to the new Board of Management of Ashbourne CNS replacing Ms. Muireann Broderick with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 14/11/2023** to approve the nomination of Mr. Robert Gillanders as parent nominee to the new Board of Management of Ashbourne CNS replacing Mr. Simon Xu with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 15/11/2023** to approve the nomination of Mr. Séamus McCarthy as Acting Principal to the new Board of Management of Ashbourne CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 16/11/2023** to approve the nomination of Ms. Dorothy Butterly as Board of Management nominee to the new Board of Management of Ashbourne CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 17/11/2023** to approve the nomination of Mr. John Ennis as Board of Management nominee to the new Board of Management of Ashbourne CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 18/11/2023** to approve the nomination of Mr. Jonathon Dunne as parent nominee to the new Board of Management of Dunshaughlin CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 19/11/2023** to approve the nomination of Ms. Laura Murphy as parent nominee to the new Board of Management of Dunshaughlin CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 20/11/2023** to approve the nomination of Ms. Catherine Ward as teacher nominee to the new Board of Management of Dunshaughlin CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 21/11/2023** to approve the nomination of Ms. Yvonne Slevin as Principal to the new Board of Management of Dunshaughlin CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 22/11/2023** to approve the nomination of Ms. Ruth Elliott as parent nominee to the new Board of Management of Faughart CNS replacing Ms. Marie Morgan with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 23/11/2023** to approve the nomination of Mr. Keith McArdle as parent nominee to the new Board of Management of Faughart CNS replacing Mr. Paul McCusker with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 24/11/2023** to approve the nomination of Mr. Andreu D'Arcy as teacher nominee to the new Board of Management of Faughart CNS replacing Ms. Saoirse Mc Dermott with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 25/11/2023** to approve the nomination of Ms. Jacqui McCusker as Principal to the new Board of Management of Faughart CNS with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 26/11/2023** to approve the nomination of Ms. Mary Jackson as patron nominee to the new Board of Management of Faughart CNS replacing Cllr. Andrea McKeivitt with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

It was resolved **R. 27/11/2023** to approve the nomination of Cllr. Andrea McKeivitt as patron nominee to the new Board of Management of Faughart CNS replacing Dr. Pádraig Kirk with effect from the end of the term of the current Board of Management on 30<sup>th</sup> November 2023.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Ms. Siobhán Greer

In response to a query regarding the timing of Board of Management meetings at which admissions policies are considered, Director of Schools outlined the reasons for the present arrangements.

### 6.2.3 School Based Policies:

School	Policy
Beaufort College	Approved list of School Needs and Priorities 2023-2025
Beaufort College	Child Safeguarding Statement and Risk Assessment
Beaufort College	Code of Behaviour 2023-2024
Beaufort College	Code of Dress Policy
Beaufort College	Communication with Partners Policy
Beaufort College	Healthy Eating Policy
Beaufort College	Inclusion Policy
Beaufort College	Mobile Devices Policy
Beaufort College	Statement of Strategy for Attendance 2023-24
Bush PP	Child Safeguarding Statement 2023-2024
Bush PP	Critical Management Incident Plan 2023 2024
Bush PP	Permission to Suspend up to 3 and 5 Days
Coláiste Clavin	Child Safeguarding Statement and Risk Assessment
Coláiste de Lacy	Anti-Bullying Policy
Coláiste de Lacy	Child Safeguarding Statement
Coláiste de Lacy	Code of Conduct
Coláiste de Lacy	Critical Incident Management Plan
Coláiste de Lacy	Fire & Emergency Evacuation Plan
Coláiste de Lacy	Safety Statement
Coláiste de Lacy	School Intimate Care Policy



Coláiste Pobail Ráth Chairn	Cosaint Leanaí 2023 2024 do FC 6.11.23
Coláiste Pobail Ráth Chairn	ETBI Ráiteas Sláinte agus Sábháilteachta 2023/2024
Coláiste Pobail Ráth Chairn	Plean Teagmhas Criticiúil 2023 2024
Coláiste Pobail Ráth Chairn	Polasaí Measúnaithe agus Tuairiscithe i gCPRC 2023/2024
Coláiste Ríoga	Child Safeguarding Statement
Dunshaughlin CC	Anti-Bullying Policy 2023
Dunshaughlin CC	Child Safeguarding Checklist 2023-2024
Dunshaughlin CC	Child Safeguarding Notice
Dunshaughlin CC	Child Safeguarding Statement Form 4
Dunshaughlin CC	Child Safeguarding Statement and Written Risk Assessment 2023
Dunshaughlin CC	Code of Positive Behaviour 2023-2024
Dunshaughlin CC	Critical Incident Plan 2023
Dunshaughlin CC	Safety Statement
Enfield CC	Anti-Bullying Policy
Enfield CC	Checklist for Review Child Safeguarding Statement
Enfield CC	Child Protection Policy Sept 2023
Enfield CC	Child Safeguarding Statement & Risk Assessment
Enfield CC	Critical Incident Plan Sept 2023
Enfield CC	BoM Review of the Child Safeguarding Statement
O'Carolan College	Child Safeguarding Statement and Risk Assessment
Ó Fiaich College	Safeguarding Statement 2023-2024
Scoil Uí Mhuirí	Child Safeguarding Statement and Risk Assessment 2023
St. Oliver PP	Child Safeguarding Statement & Risk Assessment
St. Oliver PP	Signed Checklist for Review of Child Safeguarding Statement 2023-24
St. Oliver CC	Child Protection Review 2023
St. Oliver CC	Annual Review of Anti-Bullying Policy
St. Oliver CC	Child Safeguarding Risk Assessment 2023
St. Oliver CC	Child Safeguarding Statement & Risk Assessment
St. Oliver CC	Child Safeguarding Statement
St. Oliver CC	Student Support Policy 2023
St. Peter's College	Child Safeguarding & Risk Assessment
Ratoath College	Admissions Policy 2024-25 & Ratification sheet
Ratoath College	Child Safeguarding and Risk Assessment
Ard Rí CNS	Child Safeguarding Statement and Risk Assessment
Ashbourne CNS	Admissions Policy 2024-2025
Ashbourne CNS	Child Safeguarding Statement and Risk Assessment
Dunshaughlin CNS	Child Safeguarding Statement & Risk Assessment
Faughart CNS	Child Safeguarding Statement & Risk Assessment
<b>Joint Patronage Schools</b>	
Ardee Community School	Child Safeguarding & Risk Assessment

The above policies were noted.

#### **6.2.4 Proposed Contributions from Parents/Guardians for 2023-2024**

There was no business under this heading.

### **7. OSD Matters**

#### **7.1 Human Resources Update**

DOSD advised that there were no matters requiring update to the Board.

#### **7.2 Minutes:**

7.2.1 It was resolved **R. 28/11/2023** to approve the minutes of the Finance Committee meeting held on 29<sup>th</sup> September 2023.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Ms. Siobhán Greer

7.2.2 It was resolved **R. 29/11/2023** to approve the minutes of the Gifts, Trusts and Scholarships Committee meeting held on 4<sup>th</sup> September 2023.

**Proposed:** Cllr. John Sheridan

**Seconded:** Cllr. Maria Murphy

7.2.3 It was resolved **R. 30/11/2023** to approve the minutes of the Land and Buildings Committee meeting held on 19<sup>th</sup> July 2023.

**Proposed:** Cllr. Gerry O'Connor

**Seconded:** Mr. Bill Sweeney

#### **7.3 Reports**

8.3.1 It was resolved **R. 31/11/2023** to approve the report on foot of the Finance Committee meeting held on 29<sup>th</sup> September 2023.

**Proposed:** Cllr. Gerry O'Connor

**Seconded:** Cllr. Eileen Tully

#### **7.4 Memberships and Chairpersons of Boards/Committees**

There was no business under this heading.

## 7.5 Policies and Documentation

7.5.1. Executive Orders

7.5.2. Updated Procurement Policy

The above documents were noted.

## 7.6 Gifts, Trusts and Scholarships

7.6.1 Cllr. Sheridan reported on behalf of the Gifts, Trust and Scholarships Committee. Cllr. Sheridan advised that the Committee met on 10<sup>th</sup> November 2023 at which it approved minutes of the meeting held on 4<sup>th</sup> September 2023 and considered donations, a scholarship and reports by the CE thereon.

APO CES advised that the Committee resolved to recommend approval by the Board of the following donations:

1: Donation of up to €1,000 by TESCO, Navan to Beaufort College

Details of the Donor: TESCO Navan blue token initiative

Details of the gift: Up to €1,000

Purpose of the Gift: Funds will be used to purchase school resources

It was resolved **R. 32/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

2: Donation of €100 by The Society of Saint Vincent de Paul to Coláiste na Mí

Details of the Donor: The Society of Saint Vincent de Paul

Details of the gift: €100

Purpose of the Gift: Towards student fees

It was resolved **R. 33/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

3: Donation of €250 by Cllr. John Reilly to Faughart Community National School

Details of the Donor: Cllr. John Reilly

Details of the gift: €250

Purpose of the Gift: Towards cost of bus for a visit by fifth and sixth calls pupils to the Dáil

It was resolved **R. 34/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

4: Sponsorship of €1,800 for event to mark the 20<sup>th</sup> anniversary of Dunboyne College of Further Education

Details of the Donor: Sooner than later

Details of the gift: €1,800

Purpose of the Gift: Towards the cost of the event

It was resolved **R. 35/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

5: Sponsorship of €800 for event to mark the 20<sup>th</sup> anniversary of Dunboyne College of Further Education

Details of the Donor: QFlow

Details of the gift: €800

Purpose of the Gift: Towards the cost of the event

It was resolved **R. 36/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

6: Sponsorship of €1,800 for event to mark the 20<sup>th</sup> anniversary of Dunboyne College of Further Education

Details of the Donor: McCaffrey Coaches Ltd

Details of the gift: €1,800

Purpose of the Gift: Towards the cost of the event

It was resolved **R. 37/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

7: Sponsorship of €600 for event to mark the 20<sup>th</sup> anniversary of Dunboyne College of Further Education

Details of the Donor: Capitol

Details of the gift: €600

Purpose of the Gift: Towards the cost of the event

It was resolved **R. 38/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

8: Sponsorship of €1,800 for event to mark the 20<sup>th</sup> anniversary of Dunboyne College of Further Education

Details of the Donor: Medguard Healthcare

Details of the gift: €1,800

Purpose of the Gift: Towards the cost of the event

It was resolved **R. 39/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

9: Sponsorship of €600 for event to mark the 20<sup>th</sup> anniversary of Dunboyne College of Further Education

Details of the Donor: Grosvenor Cleaning

Details of the gift: €600

Purpose of the Gift: Towards the cost of the event

It was resolved **R. 40/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

10: Sponsorship of €1,200 for event to mark the 20<sup>th</sup> anniversary of Dunboyne College of Further Education

Details of the Donor: H&J Martin

Details of the gift: €1,200

Purpose of the Gift: Towards the cost of the event

It was resolved **R. 41/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

11: Sponsorship of €600 for event to mark the 20<sup>th</sup> anniversary of Dunboyne College of Further Education

Details of the Donor: Fiona Gainfort

Details of the gift: €600

Purpose of the Gift: Towards the cost of the event

It was resolved **R. 42/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

12: Donation of €10,000 by The Society of Saint Vincent de Paul to Coláiste Chú Chulainn

Details of the Donor: The Society of Saint Vincent de Paul

Details of the gift: €10,000

Purpose of the Gift: For the benefit of underprivileged children

It was resolved **R. 43/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

13: Donation of €10,000 by The Society of Saint Vincent de Paul to Bush Post Primary School

Details of the Donor: The Society of Saint Vincent de Paul

Details of the gift: €10,000

Purpose of the Gift: To help support students

It was resolved **R. 44/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

14: Donation of €5,000 by Cascade Cyber Security to Dunshaughlin CNS

Details of the Donor: Cascade Cyber Security (owned by parents of a child in the school)

Details of the gift: €5,000

Purpose of the Gift: To purchase resources to support the teaching of pupils with additional/special education needs

It was resolved **R. 45/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

APO CES advised that the Committee resolved to recommend approval by the Board of the following scholarship:

1: Continuation of Music Generation Meath Inclusion Bursary Project with Beaufort College

Details of the donor: Meath County Council

Details of the scholarship: €3,500 to cover tuition fees and hire of an instrument for 15 students for 2024.

Purpose of the scholarship: To promote participation in Music Generation lessons

It was resolved **R. 46/11/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the scholarships, subject to Ministerial approval.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

7.6.2. Report of the Chief Executive under Section 24 of the 2013 ETB Act (Scholarships)

It was resolved **R. 47/11/2023** to approve the Report of the Chief Executive under Section 24 of the 2013 ETB Act.

**Proposed:** Ms. Siobhán Greer

**Seconded:** Ms. Caroline Canny

7.6.3. Reports of the Chief Executive under Section 29 of the 2013 ETB Act (Gifts)

It was resolved **R. 48/11/2023** to approve the Report of the Chief Executive under Section 24 of the 2013 ETB Act.

**Proposed:** Cllr. Gerry O'Connor

**Seconded:** Ms. Caroline Canny

## **7.7 Data Breach Reports**

Members noted the Data Breach Reports.

## **7.8 Risk Management Report for Quarter 4, 2023**

Members noted the Risk Management Report.

## **7.9 Audit and Risk Committee Terms of Reference**

It was resolved **R. 49/11/2023** to approve the recommendation of The Audit and Risk Committee that its Terms of Reference remain unchanged.

**Proposed:** Mr. Billy Doyle

**Seconded:** Mr. Bill Sweeney

## **7.10 Audit and Risk Committee Self-Evaluation**

It was resolved **R. 50/11/2023** to approve the self-evaluation of The Audit and Risk Committee.

**Proposed:** Ms. Caroline Canny

**Seconded:** Cllr. Maria Murphy

## 7.11 Draft calendar of board meetings in 2024

It was resolved **R. 51/11/2023** to approve the draft calendar subject to the following change: that the meeting in May be brought forward from 16<sup>th</sup> to 9<sup>th</sup>.

**Proposed:** Cllr. Marianne Butler

**Seconded:** Cllr. Andrea McKeivitt

## 8. Land and Buildings

### 8.1 Report on behalf of the Land and Buildings Committee

It was resolved **R. 52/11/2023** to approve the report on behalf of the Land and Buildings Committee.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Cllr. Gerry O'Connor

### 8.2 Leases/Licenses/Short Term Rentals/Property

#### Licences

Consideration of new licences for:

#### 8.2.1. Former Meath County Council Building, Railway Street

It was resolved **R. 53/11/2023** to approve the recommendation of the Land and Buildings Committee to renew the licence for use of the former Meath County Council Building, Railway Street for further education and training.

**Proposed:** Cllr. Gerry O'Connor

**Seconded:** Cllr. Maria Murphy

#### 8.2.2. Boomerang Café Ltd, Drogheda

It was resolved **R. 54/11/2023** to approve the recommendation of the Land and Buildings Committee to renew the licence for use of Boomerang Café Ltd, Drogheda for Drogheda Implementation Board.

**Proposed:** Cllr. Maria Murphy

**Seconded:** Cllr. Nick Killian

#### 8.2.3. HTL Technology, Drogheda

It was resolved **R. 55/11/2023** to approve the recommendation of the Land and Buildings Committee to enter onto a licence for use of HTL Technology, Drogheda.

**Proposed:** Cllr. Maria Murphy

**Seconded:** Cllr. Nick Killian



8.2.4. Unit 8, Dunboyne Business Park

It was resolved **R. 56/11/2023** to approve the recommendation of the Land and Buildings Committee to enter onto a two-year licence for use of Unit 8, Dunboyne Business Park.

**Proposed:** Cllr. Maria Murphy

**Seconded:** Cllr. Nick Killian

**8.3 Developments and updates on Land and Buildings recommended by Land and Buildings Committee**

It was resolved **R. 57/11/2023** to approve the developments and updates on Land and Buildings recommended by Land and Buildings Committee.

**Proposed:** Mr. Bill Sweeney

**Seconded:** Cllr. John Sheridan

CE provided an update and answered questions on matters including recent funding approvals for AMTCE, growth in LMETB activity and expenditure, lack of commensurate increase in staffing allocation, ongoing efforts to obtain approval to purchase a site for The College of the Future in Dunboyne and ongoing efforts to promote apprenticeships as a career path.

**10. Any Other Business**

As there was no other business, The Cathaoirleach extended his gratitude and best wishes to all and brought the meeting to a conclusion.

SIGNED:

  
CATHAOIRLEACH

DATE:



