

Minutes of Meeting held on Thursday, 28th March 2024

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

The meeting took place in LMETB Administrative Offices, Chapel St., Dundalk, County Louth.

CATHAOIRLEACH:	Cllr. Wayne Harding
BAILL I LATHAIR:	Ms. Caroline Canny, Ms. Siobhán Greer, Cllr. Nick Killian, Mr. Barry McCourt, Cllr. John Sheridan, Cllr. Paul McCabe, Cllr. Marianne Butler and Cllr. Kevin Meenan.
BAILL I LATHAIR LÍNE:	Cllr. Maria Murphy, (Leaschathaoirleach) Mr. Billy Doyle, Cllr. Gerry O'Connor, Cllr. Caroline O'Reilly, Máirín Uí Fháinnín Uasal and Cllr. David Gilroy
AS LÁTHAIR:	Cllr. Andrea McKevitt, Ms. Tara Walker, Mr. Bill Sweeney, Cllr. Eileen Tully, Ms. Malgorzata Gilani and Mr. Damian Kearns.
AR FREASTAIL:	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
AR FREASTAIL LÍNE:	

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

The Cathaoirleach welcomed Cllr. David Gilroy to the Board, noting that he is the Meath County Council nominee replacing Cllr. Amanda Smith.

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 Ms. Tara Walker, Mr. Damian Kearns, Cllr. Eileen Tully, Mr. Bill Sweeney and Ms. Malgorzata Gilani.

Condolences were expressed in the usual respectful manner.

1.5 Absences

It was resolved **R. 01/03/2024** to approve the absence of LMETB members: Cllr. Andrea McKeivitt, Ms. Tara Walker, Mr. Bill Sweeney, Cllr. Eileen Tully, Ms. Malgorzata Gilani and Mr. Damian Kearns.

Proposed: Ms. Caroline Canny

Seconded: Cllr. Paul McCabe

2. Minutes and matters arising

2.1 It was resolved **R. 02/03/2024** to adopt the minutes of the meeting of the Louth and Meath ETB Board held on 29th February 2024.

Proposed: Ms. Caroline Canny

Seconded: Ms. Siobhán Greer

2.2 Matters Arising:

There were no matters arising.

3. Finance

3.1. Reports on behalf of the Audit and Risk Committee

Director of OSD referred members to the Audit and Risk Committee reports furnished to the Board. Director of OSD highlighted the report on foot of the meeting held on 22nd March which summarises the committee's work in reviewing the system of internal control and the statement of system of internal control for 2023.

3.1.1. Report on foot of meeting on 25th September 2023

It was resolved **R. 03/03/2024** to approve the report on behalf of the Audit and Risk Committee on foot of its meeting on 25th September 2023.

Proposed: Cllr. John Sheridan

Seconded: Mr. Barry McCourt

3.1.2. Report on foot of meeting on 13th March 2024

It was resolved **R. 04/03/2024** to approve the report on behalf of the Audit and Risk Committee on foot of its meeting on 13th March 2024.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Gerry O'Connor

3.1.3. Report on foot of meeting 22nd March 2024

It was resolved **R. 05/03/2024** to approve the report on behalf of the Audit and Risk Committee on foot of its meeting on 22nd March 2024.

Proposed: Cllr. Gerry O'Connor

Seconded: Ms. Siobhán Greer

3.2. Reports on behalf of the Finance Committee

Director of OSD referred members to the Finance Committee reports furnished to the Board. Director of OSD highlighted the report on foot of the meeting held on 26 March which summarises the committee's work in reviewing the draft financial statements and the statement of system of internal control for 2023.

3.2.1. Report on foot of meeting on 16th February 2024

It was resolved **R. 06/03/2024** to approve the report on behalf of the Finance Committee on foot of its meeting on 16th February 2024.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Gerry O'Connor

3.2.2. Report on foot of meeting on 26th March 2024

It was resolved **R. 07/03/2024** to approve the report on behalf of the Finance Committee on foot of its meeting on 26th March 2024.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Gerry O'Connor

3.3. Draft Statement of System of Internal Control for 2023

Director of OSD took members through the draft Statement of System of Internal Control for 2023 and noted that the report of the Audit and Risk Committee on foot of its meeting on 22nd March, which was reviewed by the Finance Committee at its meeting on 26th March, contained a recommendation that the draft Statement of System of Internal Control be approved by the

Board. Director of OSD noted that one amendment to the document is proposed to reflect the fact that the comparative figures have been audited.

The Cathaoirleach thanked Director of OSD for his briefing, for the work involved in preparing the draft Statement and invited questions from members.

It was resolved **R. 08/03/2024** to approve the Draft Statement of System of Internal Control for 2023.

Proposed: Cllr. Gerry O'Connor

Seconded: Ms. Siobhán Greer

3.4. Draft Financial Statements for 2023

APO Finance took members through the draft Financial Statements. The Cathaoirleach thanked APO Finance for her briefing and for the work associated with the preparation of the Financial Statements and invited questions from members.

It was resolved **R. 09/03/2024** to approve the Draft Financial Statements for 2023.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. John Sheridan

3.5. Draft Letter of Representation for 2023

APO Finance briefed members on the detail of the draft document.

The Cathaoirleach invited questions from members.

It was resolved **R. 10/03/2024** to approve the Draft Letter of Representation for 2023.

Proposed: Cllr. Paul McCabe

Seconded: Cllr. Gerry O'Connor

3.6. Finance Update / Service Plan Review

APO Finance took members through the Finance Update / Service Plan Review for the period January to February 2024.

The Cathaoirleach invited questions from members.

In response to a question on the timeliness of presentation of school finance reports to Boards of Management, APO Finance advised that LMETB has not yet been notified of the financial allocation for the year by the Department of Education and hopes to issue finance reports for January and February to schools after Easter. APO Finance advised members that any financial issues of note are, as a matter of practice, discussed with school principals and centre managers if and when they arise.

Director of OSD acknowledged the work of APOs Finance and APO Corporate Services and their teams to deliver the reports and documents under agenda items 3.1 to 3.6 and thanked all concerned. The Cathaoirleach echoed these sentiments.

It was resolved **R. 11/03/2024** to approve the Finance Update / Service Plan Review:

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Nick Killian

4. Correspondence

• Department of Education Circular Letters

<i>C/L ref</i>	<i>RE:</i>
0017/2024	Prescribed Material for the Leaving Certificate English Examination in 2026 – Post Primary
0018/2024	Graduate Certificate in Autism Education for teachers working with Autistic Pupils in Special Schools, Special Classes or as Special Education Teachers in mainstream Primary and Post-Primary Schools, 2024/2025 - SEN
0019/2024	Post-Graduate Diploma Programme of Teacher Professional Learning for Special Education Teachers, 2024/2025 – Post Primary, Primary & SEN
0020/2024	Gaeltacht School Recognition Scheme: Continued Implementation of the Scheme (2024/25) in Primary Schools and Special Schools - Primary
0021/2024	Gaeltacht School Recognition Scheme: Continued Implementation of the Scheme (2024/25) in Post-Primary Schools – Post Primary
0022/2024	Policy on Gaeltacht Education - Invitation to Primary Schools in Gaeltacht Language Planning Areas to Consider Joining the Gaeltacht School Recognition Scheme - Primary
0023/2024	The Education Sponsor Referral Agreement and the Responsibilities of Data Controllers of the Education Sponsor Agreement: Joint Data Controller Arrangement between the Department of Education and the Department of Children, Equality, Disability, Integration and Youth and the Managerial Authorities of Recognised Post-Primary, Community and Comprehensive Schools and the Chief Executives of Education and Training Boards – Post Primary
0024/2024	Post-Graduate Certificate/Diploma of Teacher Professional Learning for Teachers working with Students with Special Educational Needs (Autism) – C&C, ETB, Primary & Post Primary
0025/2024	Not on website
0026/2024	Prescribed Material for the Leaving Certificate Examinations in 2026 – Post Primary
0027/2024	Cycle to Work Scheme for ETB Employees - ETB
0030/2024	Arrangements for the Election of Staff to Education and Training Boards (2024)
0031/2024	Not on website
0032/2024	Revised Pay Rates due under Building Momentum - A New Public Service Agreement 2021-2023 (“The Agreement”) for Tutors Delivering Adult Education in Certain ETBs - ETB

- **Department of Further and Higher Education, Research, Innovation and Science Letters**

<i>C/L ref</i>	<i>RE:</i>
0003/2024	Revision of Pay for the Higher Education Sector with effect from 1st October 2023

- **Correspondence received from Department of Education**

<i>Date Received</i>	<i>Subject</i>
29/02/2024	DoE acknowledging receipt of LMETB Annual Financial Accounts 2023 Progress Report
01/03/2024	DoE acknowledging receipt of LMETB Annual Service Plan 2024
05/03/2024	DoE acknowledging receipt of KPI Checklist re. LMETB Annual Service Plan 2024
05/03/2024	DoE IMIS Coláiste Chú Chulainn. Tuairisc le haghaidh Dearbhú Fíricí Report for Factual Verification
06/03/2024	DoE IMIS - Coláiste Chú Chulainn. Tuairisc le haghaidh Freagairt Scoile Report for School Response
06/03/2024	DoE re. Ukrainian and IPAS SET and SNA allocations for final term.
07/03/2024	DoE re. Annual & Chairpersons Comprehensive Reports for 2023
07/03/2024	DoE re. ETBs Annual Financial Accounts 2023 Progress Report - Reminder 07/03/2024
07/03/2024	DoE re. REMINDER S22 Reports due on Protected Disclosures by aegis bodies on 31st March 2024
08/03/2024	DoE acknowledging that LMETB's S22 Reports on Protected Disclosures was received on 26/2/24
11/03/2024	DoE acknowledging receipt of ETBs Annual Financial Accounts 2023 Progress Report
12/03/2024	DoE IMIS - Dundalk CTC. Tuairisc le haghaidh Freagairt Scoile - Report for School Response
14/03/2024	DoE re. DES SEN Circulars 2024-25
14/03/2024	DoE - Circular 27/2024 - Cycle to Work Scheme for ETBs
15/03/2024	DoE – Forwarding signed Performance Agreement between Department of Education and Louth & Meath ETB
15/03/2024	DoE IMIS - O'Carolan College. Tuairisc le haghaidh Freagairt Scoile - Report for School Response
21/03/2024	DoE re. ETBs Annual Financial Accounts 2023 Progress Report - Reminder 21/3/24
21/03/2024	DoE re. Schedule for the submission of the 2024 Non-Teaching Staffing Returns
22/03/2024	DoE re. Arrangements for the Election of Staff Members to ETBs 2024

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

<i>Date Received</i>	<i>Subject</i>

• **Correspondence received from other sources**

Date Received	From:	Subject
28/02/2024	DTCAGSM	DTCAGSM - Important Actions required regarding the Official Languages Acts 2003-2021
28/02/2024	DTCAGSM	DTCAGSM - Gnámh tábhachtacha de dhíth i leith Achtanna na dTeangacha Oifigiúla 2003-2021
04/03/2024	DTCAGSM	DTCAGSM - Gnámh tábhachtacha de dhíth i leith Achtanna na dTeangacha Oifigiúla 2003-2021
04/03/2024	DTCAGSM	DTCAGSM - Important Actions required regarding the Official Languages Acts 2003-2021
04/03/2024	Dept. Social Welfare	Dept. Social Welfare - Schools Meals Scheme 2023-2024 - O'Carolan College
04/03/2021	Boyne CS	Boyne CS- Advising of Department of Education Notification of Inspection
05/03/2024	OCT	OCT -Tairseach 10A. Fógraíocht ag Comhlachtaí Poiblí 10A. Advertising by Public Bodies Portal
05/03/2024	TCAGSM	TCAGSM - Important Actions required regarding the Official Languages Acts 2003-2021
05/03/2024	TCAGSM	TSAGSM - Gnámh tábhachtacha de dhíth i leith Achtanna na dTeangacha Oifigiúla 2003-2021
06/03/2024	Meath CoCo	Meath CoCo advising of Nomination to LMETB Board - Cllr. David Gilroy
08/03/2024	ESBS	ESBS forwarding Letter of Assurance, ESBS Annual KPI Report & Annual Infographic 2023
11/03/2024	Dept. Social Welfare	Dept. Social Welfare - Social Welfare Service re. School Meals (Local Projects) Scheme 2023-2024 - O'Carolan College
11/03/2024	Dept. Social Welfare	Dept. Social Welfare re. School Meals (Local Projects) Scheme 2023-2024 27/2/24 - Ó Fiaich College
11/03/2024	DCEDIY	DCEDIY re. Payment Letter LMETB Integration Fund Part 1
11/03/2024	ESBS	ESBS - LMETB - Q4 2023 Report and 2023 Annual KPI Report
11/03/2024	TCAGSM	TCAGSM re. Important Actions required regarding the Official Languages Acts 2003-2021
11/03/2024	TCAGSM	TCAGSM - Gnámh tábhachtacha de dhíth i leith Achtanna na dTeangacha Oifigiúla 2003-2021
12/03/2024	Dept. Social Welfare	Dept. Social Welfare re. School Meals (Local Projects) Scheme 2023-2024 - Navan SCP 29/2/24
13/03/2024	Dept. of the Environment Climate and Communications	Dept. of the Environment Climate and Communications - Public Sector Decarbonisation and Energy Efficiency Performance
13/03/2024	Coláiste de Lacy	Coláiste de Lacy re. Minutes of recent emergency BoM Meeting 7/3/24
20/03/2024	DCEDIY	DCEDIY - LMETB LYCGS Allocation Letter 2024
20/03/2024	SOLAS	SOLAS re. Reach Funding 2024 - Initial Summary Report to be submitted by 29/3/24
21/03/2024	Dept. Social Welfare	Dept Social Welfare -re. School Meals (Local Project) Scheme 2023-2024 Coláiste Chú Chulainn 08/3/24
21/03/2024	Dept. Social Welfare	Dept Social Welfare -re. School Meals (Local Project) Scheme 2023-2024 Bush PP 8/3/24

22/03/2024	Dept. Social Welfare	Dept Social Welfare -re. School Meals (Local Project) Scheme 2023-2024 Navan SCP Letter 1
22/03/2024	Dept. Social Welfare	Dept Social Welfare -re. School Meals (Local Project) Scheme 2023-2024 Navan SCP Letter 2
25/03/2024	O'Carolan College	O'Carolan BoM - BoM meetings minutes for 20/1/24, 21/3/24; Student Costs & School Policies

- **Correspondence sent**

Date	Re:
29/02/2024	APO Finance to DoE - submitting LMETB Annual Financial Accounts 2023 Progress Report
01/03/2024	APO Finance to DoE - Submitting LMETB Annual Service Plan 2024
04/03/2024	SS go CPR - Meastóireacht SASG Iarbh Coláiste Pobail Rath Cairn Final Inspectorate Report
05/03/2024	APO Finance to DoE - submitting KPI Checklist re. LMETB Annual Service Plan 2024
05/03/2024	CES to All Staff re. For Action Important Actions required regarding the Official Languages Acts 2003-2021 - Anonymous Survey on Irish Language Competency for LMETB Staff
06/03/2024	DOS to School Leaders - Post-Graduate Certificate Diploma of Teacher Professional Learning for Teachers working with Students with Special Educational Needs (Autism)
06/03/2024	SS go CPR -An Scéim Aitheantais Scoileanna Gaeltachta Feidhmiú Leanúnach na Scéime 2024-25 in Iar-bhunscoileanna
06/03/2024	APO CES to DoE requesting Ministerial approval of Gifts & Scholarships on foot of LMETB BM 29/02/2024
06/03/2024	APO to Sec BoM Beaufort College re. Board decision on sponsorship of Beaufort College school GAA kit
06/03/2024	DOS to School Leaders re. Schoolbooks Grant Post Primary for the Academic Year 2024-2025
06/03/2024	DOS to School Leaders -Designated Liaison Person (DLP) Forum for Primary and Post-Primary Schools in Louth and Meath
06/03/2024	CES to School -Centre Leaders re. Work experience placements during 2024 - Insurance letter for Host Employers attached
07/03/2024	CE's Office to DoE acknowledging receipt of email re. Ukrainian and IPAS SET and SNA allocations for final term
07/03/2024	CE's Office to DOS & APO HR DoE email re. Ukrainian and IPAS SET and SNA allocations for final term
07/03/2024	CE's Office to DoE acknowledging receipt of email re. Annual & Chairpersons Comprehensive Reports for 2023
07/03/2024	DOS to School Leaders re. Breacadh - Irish Language Teaching and Learning Resources
07/03/2024	CES to All Staff re. Seachtain na Gaeilge for 2024 - Links to Sharepoint for Promotion of the Irish Language.
07/03/2024	CE's Office to DoE acknowledging receipt of email re. ETBs Annual Financial Accounts 2023 Progress Report - Reminder 07/03/24
07/03/2024	CE's Office to DoE acknowledging receipt of email re. REMINDER S22 Reports due on Protected Disclosures by aegis bodies on 31st March 2024
07/03/2024	DOS to DoE acknowledging receipt of email re. Confirmation of increase in the pre-capitation payment to LMETB in respect of the establishment of the new special school - Cara Community Special School RN 20578W

08/03/2024	APO CES to DoE advising S22 Reports which are due on Protected Disclosures by aegis bodies on 31st March 2024 was submitted 26/2/24
08/03/2024	CE's Office to ESBS acknowledging receipt of Letter of Assurance, ESBS Annual KPI Report & Annual Infographic 2023
08/03/2024	CES to School Leaders re. Important Actions required re. Official Languages Acts 2003-2021 - Anonymous Survey on Irish Language Competency for LMETB Staff & POSTER
11/03/2024	DOS to Ashbourne CS thanking for notifying of Evaluation of Inclusive Practices and Provision for Students with Additional and Special Educational Needs.
11/03/2024	CE's Office to ESBS acknowledging receipt of LMETB - Q4 2023 Report and 2023 Annual KPI Report
11/03/2024	APO Finance to DoE submitting LMETBs Annual Financial Accounts 2023 Progress Report
11/03/2024	APO CES to DoE advising error re. Donation 8 in LMETB request for approval of gifts and scholarships
13/03/2024	DOS to School Leaders -Summer School re. Supporting Middle Management
13/03/2024	APO CES to Ó Fiaich College confirming Ministerial Approval of Scholarship
13/03/2024	APO CES to St. Peter's College confirming Ministerial Approval of donation - Godolphin
13/03/2024	APO CES to St. Peter's College confirming Ministerial Approval of parent donation for An Chrannóg
13/03/2024	APO CES to St. Peter's College confirming Ministerial Approval of donation of a piano
13/03/2024	APO CES to Coláiste na Mí confirming Ministerial approval of gift - Ganson
13/03/2024	APO CES to Coláiste Pobail Ráth Chairn confirming Ministerial approval of gifts – 4 sets of sacair jerseys
14/03/2024	CE's Office to DoE acknowledging receipt of email re. Circular 0027/2024 - Cycle to Work Scheme for ETBs
19/03/2024	APO CES to NUIG submitting Corporate Questionnaire re. Important Actions required regarding the Official Languages Acts 2003-2021
19/03/2024	DOS to School Leaders re. Phase 1 Applications Leaving Cert subjects 2025/2026 Academic Year
20/03/2024	CE's Office to DCEDIY - acknowledging receipt of LMETB LYCGS Allocation Letter 2024
20/03/2024	CE's Office to SOLAS acknowledging receipt of email re. Reach Funding 2024 - Initial Summary Report to be submitted by 29/3/24
20/03/2024	CE's Office to SOLAS submitting 2024 Confirmation of Compliance Devolved Capital Funding Terms & Conditions
21/03/2024	CE's Office to DoE acknowledging receipt of email re. ETBs Annual Financial Accounts 2023 Progress Report - Reminder 21/03/2024
21/03/2024	CE's Office to DoE acknowledging receipt of email re. Schedule for the submission of the 2024 Non-Teaching Staffing Returns
22/03/2024	CE's Office to DoE acknowledging receipt of email re. Arrangements for the Election of Staff Members to ETBs 2024
25/03/2024	APO Finance to DoE submitting ETBs Annual Financial Accounts 2023 Progress Report - Reminder 25/3/24

• **Correspondence sent on foot of Board meeting held on 29th February 2024**

Date	Re:
11/03/2024	Condolence Card/Letter sent to the Families of: Ms. Deirdre McGivern, Mr. Daniel Donohue, Mrs. Mary Teresa Reilly, Mr. Jim Hartley, Mr. Jenö Takács,

	Mr. Damian Kindlon, Mr John Doyle, Ms. Nelfe Pateno, Monsieur Bernard Portsch, and Mr. John Bruton – Former Taoiseach
11/03/2024	CE's Office to Dir. OSD re. OSD Matters
11/03/2024	CE's Office to Dir. FET re. Report, BoM Minutes, Policies & Fees
11/03/2024	CE's Office to Dir. Schools re. Report, BoM Minutes of School Board of Managements, Memberships of BoM, School Policies, TORs ETB CNS & Governance Manual for Primary Schools 2023-2027
11/03/2024	CE's Office to Chair Finance Committee re. Service Plan, Minutes & Report of Finance Committee
11/03/2024	CE's Office to Chair Gifts, Trusts & Scholarships Committee re. Minutes, Recommendations of Committee & ToR
11/03/2024	CE's Office to Chair Land & Buildings Committee re. Minutes, Report & Recommendations of Land & Buildings Committee
11/03/2024	CE's Office to Sec BoM Beaufort College re. BoM Minutes & School Based Policies
11/03/2024	CE's Office to Sec BoM Bush PP re. BoM Minutes
11/03/2024	CE's Office to Sec BoM Ard Rí CNS re. Terms of Reference for Boards of Management of Community National Schools (Incl. Community Special & Hospital Schools) - ETBI
11/03/2024	CE's Office to Sec BoM Ashbourne CNS re. Terms of Reference for Boards of Management of Community National Schools (Incl. Community Special & Hospital Schools) – ETBI & Governance Manual for Primary Schools 2023-2027
11/03/2024	CE's Office to Sec BoM Dunshaughlin CNS re. Terms of Reference for Boards of Management of Community National Schools (Incl. Community Special & Hospital Schools) - ETBI
11/03/2024	CE's Office to Sec BoM Faughart CNS re. BoM Minutes, School Policies & Terms of Reference for Boards of Management of Community National Schools (Incl. Community Special & Hospital Schools) - ETBI
11/03/2024	CE's Office to Sec BoM DCFE re. Minutes & Fees 2024/2025
11/03/2024	CE's Office to Sec BoM DIFE re. Minutes & Fees 2024/2025
11/03/2024	CE's Office to Sec BoM Coláiste de Lacy re. BoM Minutes
11/03/2024	CE's Office to Sec BoM Coláiste Clavin re. BoM Minutes
11/03/2024	CE's Office to Sec BoM Ó Fiaich College re. Registration Fee 2024/2025
11/03/2024	CE's Office to Sec BoM St. Oliver's CC re. BoM Minutes
11/03/2024	CE's Office to Sec BoM Ratoath College re. BoM Minutes
11/03/2024	CE's Office to Mr. John Ennis – Nomination as Chairperson to BoM Ashbourne CNS
11/03/2024	CE's Office to Cllr. Caroline O'Reilly – LMETB nominee to BoM St. Peter's College, Dunboyne
11/03/2024	CE's Office to Cllr. Paul McCabe – Nomination to Gifts, Trusts & Scholarships Committee
11/03/2024	CE's Office to Cllr. Caroline O'Reilly – LMETB nominee to BoM DCFE
11/03/2024	CE's Office to Sec. BoM Youthreach re. BoM Minutes
13/03/2024	CE's Office to Mr. Ciaran Flynn – BoM nominee to BoM Ashbourne CNS
13/03/2024	CE's Office to Mr. Michael McGill – BoM nominee to BoM Ashbourne CNS

The Cathaoirleach invited questions and comments from members.

5. Committees and Reports

5.1 Director of Further Education and Training Report

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

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

5.1.1 Further Education and Training Committee/Board of Management Minutes

The minutes of the meeting of the Board of Management of Dunboyne College of Further Education which took place on 28th November 2023 were noted.

The minutes of the meeting of the Board of Management of Drogheda Institute of Further Education which took place on 6th December 2023 were noted.

The minutes of the meeting of the Youth Work Committee which took place on 15th September 2023 were noted.

The minutes of the meeting of the Youth Work Committee which took place on 28th November 2023 were noted.

5.1.2 Membership of Committees

It was resolved **R. 12/03/2024** to approve the nomination of Cllr. Caroline O'Reilly as LMETB nominee to the Adult Education Committee to replace Cllr. Amanda Smith.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Paul McCabe

Cllr. Killian commented on the significant positive impact which Youthreach has on the lives of its students and suggested that a presentation be made on behalf of the Board to the Youthreach Committee in recognition of this.

The Cathaoirleach referred to the extraordinary contribution which the late Sharon Maher made to the lives of young people as Co-ordinator of Youthreach, Navan.

5.1.3 Further Education and Training Policies

There was no business under this heading.

5.1.4 Proposed Contributions/Fees

There was no business under this heading.

5.1.5 LMETB Integration Fund 2024

The proposed allocation of funds was noted.

5.2 Director of Schools Report

Cllr. Killian thanked CE for attending a public meeting held recently in Dunshaughlin Community National School regarding the delivery of a permanent building for the school. Cllr. Killian summarised the current position and the urgent need for permanent accommodation for it, Coláiste De Lacy and Coláiste Ríoga.

Cllr. O'Connor echoed these sentiments and noted that any representations which LMETB can make to the Department of Education would be appreciated.

5.2.1 Minutes of Boards of Management meetings

There was no business under this heading.

5.2.2 Memberships of Boards of Management

It was resolved **R. 13/03/2024** to approve the nomination of Mr. Michael Lennard as Parent Nominee to the Board of Management of St. Oliver Post Primary, Oldcastle to replace Mr. John Hetherton.

Proposed: Cllr. Paul McCabe

Seconded: Cllr. Marianne Butler

5.2.3 School Based Policies:

There was no business under this heading.

5.2.4 Proposed Contributions from Parents/Guardians for 2024-2025

There was no business under this heading.

6. OSD Matters

6.1 Human Resources Update

There was no business under this heading.

6.2 Minutes:

6.2.1 It was resolved **R. 14/03/2024** to approve the minutes of the Finance Committee meeting held on 16th February 2024.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

6.2.2 It was resolved **R. 15/03/2024** to approve the minutes of the Audit and Risk Committee meeting held on 25th September 2023.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

6.2.3 It was resolved **R. 16/03/2024** to approve the minutes of the Audit and Risk Committee meeting held on 13th March 2024.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Nick Killian

6.2.4 It was resolved **R. 17/03/2024** to approve the minutes of the Gifts, Trusts and Scholarships Committee meeting held on 20th February 2024.

Proposed: Cllr. John Sheridan

Seconded: Ms. Siobhán Greer

6.3 Reports

Reports were dealt with under agenda item 3.

6.4 Memberships and Chairpersons of Boards/Committees

There was no business under this heading.

6.5 Policies and Documentation

6.5.1. Updated Executive Orders

The above documents were noted.

6.6 Gifts, Trusts and Scholarships

6.6.1 Cllr. Sheridan reported on behalf of the Gifts, Trust and Scholarships Committee. Cllr. Sheridan advised that the Committee met on 21st March 2024 at which it approved minutes of the meeting held on 20th February 2024, considered a report by the Chief Executive on gifts, the development of an application/approval form and gifts to be disclosed in the annual report for 2023.

Cllr. Sheridan advised that the Committee resolved to recommend the development of an application/approval form.

Cllr. Sheridan advised that the Committee resolved to recommend approval by the Board of the following gifts:

1: Donation of €200 by Kaideen t/a School Uniforms Direct to Coláiste na Mí
Details of the Donor: Kaideen t/a School Uniforms Direct (Supplier to school)
Details of the gift: €200
Purpose of the Gift: Towards the cost of the Coláiste na Mí school musical to be held in the Solstice Theatre Navan in March 2024

It was resolved **R. 18/03/2024** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the gift, subject to Ministerial approval.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

2: Donation of €200 by Carolan Coach Hire to Coláiste na Mí
Details of the Donor: Carolan Coach Hire (Supplier to school)
Details of the gift: €200
Purpose of the Gift: Towards the cost of the Coláiste na Mí school musical to be held in the Solstice Theatre Navan in March 2024

It was resolved **R. 19/03/2024** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the gift, subject to Ministerial approval.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

3: Donation of €200 by Smiths Supervalu t/a Boyne Valley Supermarkets Ltd to Coláiste na Mí
Details of the Donor: Smiths Supervalu t/a Boyne Valley Supermarkets Ltd (Supplier to school)
Details of the gift: €200
Purpose of the Gift: Towards the cost of the Coláiste na Mí school musical to be held in the Solstice Theatre Navan in March 2024

It was resolved **R. 20/03/2024** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the gift, subject to Ministerial approval.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

4: Donation of €200 by Walterstown GFC to Coláiste na Mí
Details of the Donor: Walterstown GFC
Details of the gift: €200
Purpose of the Gift: Towards the cost of the Coláiste na Mí school musical to be held in the Solstice Theatre Navan in March 2024

It was resolved **R. 21/03/2024** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the gift, subject to Ministerial approval.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

5: Donation of €200 by MCOH Architects to Coláiste na Mí
Details of the Donor: MCOH Architects
Details of the gift: €200
Purpose of the Gift: Towards the cost of the Coláiste na Mí school musical to be held in the Solstice Theatre Navan in March 2024

It was resolved **R. 22/03/2024** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the gift, subject to Ministerial approval.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

6: Donation of €1,313 from Tesco Community Fund to Coláiste Chú Chulainn

Details of the Donor: Tesco Community Fund

Details of the gift: €1,313

Purpose of the Gift: To support students to engage in sustainable community activities.

It was resolved **R. 23/03/2024** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the gift, subject to Ministerial approval.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

7. Donation of €500 by the St. Brigid's Conference of The Society of Saint Vincent de Paul to Faughart Community National School

Details of the Donor: Society of Saint Vincent de Paul

Details of the gift: €500

Purpose of the Gift: To assist children and/or their families within the school community.

It was resolved **R. 24/03/2024** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the gift, subject to Ministerial approval.

Proposed: Ms. Siobhán Greer

Seconded: Ms. Caroline Canny

6.6.2. Report of the Chief Executive under Section 29 of the 2013 ETB Act (Gifts)

It was resolved **R. 25/03/2024** to approve the Report of the Chief Executive under Section 29 of the 2013 ETB Act.

Proposed: Ms. Siobhán Greer

Seconded: Mr. Barry McCourt

6.7 Data Breach Reports

Members noted the Data Breach Reports.

6.8 Risk Management Report for Quarter 1, 2024

Members noted the Risk Management Report.

7. Land and Buildings

There was no business under this heading.

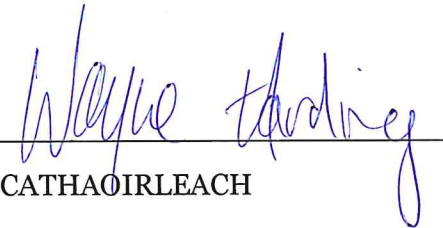
8. Any Other Business

In response to a question from Cllr. Sheridan, APO Corporate Services advised that the term of the current board will end on the date of the post-election meeting of the new Board.

In response to a question from Cllr. Killian, The Cathaoirleach advised that representations regarding ETB Interview Board fees have been made by ETBI at Ministerial level. DOSD advised that LMETB is obliged to apply the fees as prescribed and expressed his gratitude, on behalf of the ETB, for the time and work which Board members devote in participating on interview boards.

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:

