



MINUTES OF MEETING 11TH SEPTEMBER, 2018
In Further Education & Training Centre, Clonroad Campus,
Clonroad Business Park, Ennis, Co. Clare

Present: Cllr. Mary Howard, Chairperson
Ms. Joan Aherne
Mr. Tony Brazil
Mr. Michael Cregan
Cllr. Michael Donegan
Ms. Mary Flanagan
Cllr. Liam Galvin
Cllr. Michael Hillery
Cllr. Gabriel Keating
Mr. Sean McMahon,
Ms. Ann Nicholas
Cllr. Ann Norton
Mr. Dónal O'hAiniféin
Cllr. Kieran O'Hanlon
Cllr. Elena Secas

In attendance: Mr. George O'Callaghan, Chief Executive
Mr. Paul Patton, Director, Further Education and Training
Ms. Shelagh Graham, Director of Organisation and Development
Ms. Mary Troy, Head of Finance
Mr. Denis O'Brien, Head of ICT/Corporate Services
Ms. Joanne O'Brien, Recording Secretary

1. Election of Chairperson

The Chief Executive read into the Meeting the resignation of Mr. Sean McMahon as Chairperson of Limerick and Clare Education and Training Board. Appreciation was expressed to Mr. McMahon as the outgoing Chairperson.

On the proposal of Cllr. Gabriel Keating, seconded by Cllr. Liam Galvin, Cllr. Mary Howard was elected unanimously elected as Chairperson of Limerick and Clare Education and Training Board.

Cllr. Howard thanked the Members and paid tribute to the outgoing Chairperson, Mr. Sean McMahon.

2. Apologies/Condolences

Apologies: Cllr. Cathal Crowe
Cllr. Richard O'Donoghue
Cllr. Marian Hurley
Mr. Gordon Mewis
Cllr. Lisa Marie Sheehy
Ms. Bernadette Cullen, Education Officer
Mr. Eamon Murphy, Head of Capital and Procurement

Condolences: Votes of Sympathy were passed to the following;

- Mr. Noel Kelly, Colaiste Iosaef, Kilmallock, on the death of his father-in-law, Mr. Michael (Mickey) Brennan.
- Ms. Aileen Healy Byrne, Head Office, on the death of her Uncle, Mr. Denis Ryan.
- Ms. Eileen Alyward, Head Office, on the death of her mother, Ms. Mary Randles.

3. Adoption of the Minutes of the Previous Meetings

Minutes of Meeting held on 17th July, 2018, were confirmed and signed on the proposal of Ms. Mary Flanagan, seconded by Cllr. Elena Secas.

4. Matters Arising from the Minutes

None.

5. Correspondence

Department Correspondence

CL 0041/2018 July 2018	Re: Home Tuition Grant Scheme 2018/2019 – Special Education Component.
CL 0043/2018 July, 2018	Re: Best practice guidance for post primary schools in the use of programmes and/or external facilitators in promoting wellbeing consistent with the Department of Education and Skills' Wellbeing Policy Statement and Framework for Practice.
CL 0045/2018 August, 2018	Re: HSE Post Primary School Vaccination Programme 2018/2019
CL 0052/2018 31st August, 2018	Re: Statistical Returns in respect of part-time courses in ETB Schools/Colleges in the 2017/2018 School Year.

On the proposal of Cllr. Ann Norton, seconded by Cllr. Kieran O’Hanlon, Circular Letters were adopted.

OTHER CORRESPONDENCE

Fr: Ms. Catherine
Harren de Parra
28th August, 2018

Re: Resignation from Board and request to remain as Board
Nominee to Ennistymon and Kilmihil Boards of Management.
This was unanimously agreed by the Board.

Fr: Mr. Sean
McMahon,
10th August, 2018.

Re: Resignation from position of Chairperson of Limerick and Clare
ETB.
Noted.

6. Chief Executive’s Report Incorporating Post Primary Education & Further Education and Training

EDUCATION REPORT

Leaving Certificate Results 2018

Congratulations to Principals and school/centre staff teams on the excellent results achieved by students at Leaving and Junior Certificate Examinations. The results are a credit to school/centre management and the commitment of staff teams in our schools in continuing to support students to attain to their potential.

Leading Teaching and Learning and Inclusive Learning

A training for trainers session will be delivered to the new Curriculum Leaders and the Special Education Needs Co-ordinators in the pilot project on Friday 14th September. This support is linked to Looking At Our Schools(LAOS) action promoting teacher collaborate action. Further updates will be provided at the meeting.

FÉILTE is the Teaching Council’s annual Festival of Education in Learning and Teaching Excellence which celebrates the wonderful work that teachers do every day in their classrooms and gives teachers the opportunity to collaborate and share this work with each other and with the wider public. LCETB Schools will be participating in the conference which is the first time the conference has been held out of Dublin in Mary Immaculate College on 5th and 6th October, highlighting the excellent work of our schools in improving student experiences and increasing teacher collaboration. The Board paid tribute to Mr. McMahon for his contribution in bringing this conference to Limerick.

Leadership Seminars

Two seminars were held for teachers who are interested in exploring leadership in March and April 2018. Seventy four attended and there is a further waiting list of seventy. The programme will be provided for a second cohort on the next two Saturdays. The Programme will be facilitated by the Education Officer and Principals.

Youth Work

A call for Local Creative Youth Partnerships (LCVP) have been made by the Department of Children and Youth Affairs and the Department of Education and Skills the funding will support an initial three partnerships with the ETB as the lead agency. The remit of these LCYPs will go beyond that of the arts, and will include cultural and creative activities in all spheres with young people as its focus. Limerick and Clare Arts Officers will be key partners in this initiative. A consultation session will be held in Greenhills Hotel Caherdavin on Friday 14th September 2018 from 11am 2pm. The closing date for applications is Friday 21st September.

FET Division

YOUTHREACH

FET Centre - Kilmallock Road Campus

On 30th May, six LCA 2 learners graduated at Kilmallock Road Campus. In attendance were their parents and members of their family, current and former staff of the Centre as well as the Assistant Manager Training Services. Learners achieved both distinction and merit grades. Four learners sat the Junior Cycle Exam in June, they are awaiting their results. Youthreach KRC was the only Youthreach in the region selected for participation in the ESRI SOLAS sponsored national evaluation of Youthreach.

FET Centre – Shanagolden Campus

Information sessions were carried out by the Co-ordinator meeting with employers during work placements and this information was developed by the learners into their Career Orientation projects during the Summer programme. Excellent supervision reports commending the learners while on placement were received from employers.

Information about Youthreach under LCETB branding was distributed to all catchment areas, outlining information on FET provision carried out on the FET Campus.

Learners got involved with revamping garden benches and planted annual flower pots which were part of overall enhancement of the premises. Refurbishment works inside and outside of the various buildings has commenced and are ongoing.

FET Centre – Shannon Smithstown and Ennis Campus

A Pre-Youthreach programme was run over the summer in conjunction with Clare Local Development Company where sixteen learners took part in a six week part-time programme. All learners for the Ennis Programme have now been recruited from this group.

Those who completed Youthreach (8 Ennis, 5 Shannon) are progressing to PLC Courses, Apprenticeship and Employment.

Mid-Clare Youthreach staff from Ennis and Shannon undertook TEL training with the Learning Technology Development Officer as part of the Summer programme. Part of the content included Office 365. It is intended to roll this out to learners in the coming year. Staff also attended QA Marking schemes Training in August.

May QQI Certification: Sixteen Learners received full certification at Level 3 and Level 2, learners got component certification.

Learners undertook work experience during the summer programme. Learners completed their GAISCE Awards over the summer which included "Community Involvement" area for the award.

FET Centre – Watch House Cross Campus

Leaving Certificate Applied Year 1 (2017-2018) – 9 completers and all are progressing to Year 2, 2018-2019. *Leaving Certificate Applied Year 2 (2017-2018)* – 7 completers. Of these seven learners, the progression routes are: 3 to Limerick Further Education & Training Centres, 2 to

PLC, 1 to Local Training Initiative. QQI Level 3: 5 completers – 4 progressing to Leaving Certificate Applied Year 1, 2018-2019 and 1 pursuing Apprentice route.

Graduation celebration for LCA, Year 2 and QQI learners took place at Strand Hotel, June 19th, 2018. This was a very enjoyable gathering attended by learners, family & Northside Youthreach staff.

Leaving Certificate Applied, Year 2 Final examinations & certification:

3 Distinctions, 2 Passes, 2 Records of Credits. QQI, Level 3 – 1 Full Award, 1 Component Award, 3 portfolio work.

VTOS

FET Centre - Kilmallock Road Campus

Over fifty VTOS learners received their Leaving Cert results at Kilmallock Road Campus on August 15th to much celebration! There were ten core subjects taught in VTOS in 2017-2018 and a considerable number of the international learners also sat Russian, Polish, Latvian, Arabic etc. in the exams. Most of the Leaving Cert learners are progressing into Higher Education or into employment. Progression outcomes have been very positive.

FET Centre – Dromcollogher Campus (An t-Ionad Glas - Organic College)

Learners from An t-Ionad Glas - Organic College won several prizes for their organic vegetables at the local Summer Horticulture Shows in Charleville, Cappamore, Newcastlewest and Limerick. The shows provide a great opportunity for the learners to showcase the fruits of their hard work and they are delighted to gain recognition for their prize winning produce.

PLC

FET Centre – Mulgrave Street Campus

Staff from LCFE attended the QA Marking Seminar held at the Castletroy Park Hotel on 3rd September. The Seminar focused on consistency of marking and raised awareness of the importance of adherence to Marking Schemes and Descriptors as well as the impact of subjectivity.

Much effort has been going into the LCFE Autumn Interview and Recruitment Process over the last few weeks and staff are looking forward to meeting a new cohort of learners on 5th September.

LCFE has welcomed seven young filmmakers from Rhyl College in Northern Wales as part of a collaborative project with Level 6 Film and Radio learners to produce three short features on Limerick life and culture.

CORE SKILLS

Heritage Course: Reading the Landscape - East Clare

Reading Your Local Landscape was delivered as a ten week practical course which included an introduction to geology, biodiversity, archaeology and natural heritage enabling participants to identify, examine and record heritage features of East Clare through a combination of fieldwork and desk research. This initiative was undertaken by staff in the FET Centre, Scariff Campus in collaboration with Clare Museum and the Heritage Officer, Clare County Council, through the Creative Ireland investment programme. It was a tremendous success and learner's projects were showcased to the community at a very well attended event on 5th June, 2018 with proceedings being broadcast by Scariff Bay Community Radio on the following Saturday. This course will be delivered in the FET Centre, Miltown Malbay Campus during Autumn 2018.

LCETB represented in NALA's Literacy Matters Summer 2018 issue

Page 22 features an LCETB tutor, play therapist in Clare, informing parents how to help their child get the most out of playing. Page 24 features another LCETB tutor talking about how technology helps learners and tutors to learn from each other.

LCETB work promoted at Early Learning Initiative Conference

The National College of Ireland hosted the conference on June 14th; the ALO presented Clare Family Learning work at this event.

Simply Said

The annual Simply Said book of learner stories was launched on 25th June in Glór, Ennis. An art installation was created by learners to mark the 30th issue. Learners created six word stories and developed individual tiles to represent these. This event marks the end of a year of hard work for learners, staff and partner organisation. Ms. Ann Nicolas, Board Member, advised that she was one of the learner stories featured in the book and the Board paid tribute to her for this significant achievement.

MUSIC GENERATION LIMERICK CITY

Summer Sessions

Music Generation Limerick City had the largest summer programme to date. MGLC completed six full weeks of National School Camps in the Kilmallock Road Campus and the LCFE Cappamore Campus. MGLC partnered with Limerick Youth Service and together facilitated a large number of music workshops within the City and County. The Creative Centre was home to Limerick Voices Summer Programme which saw the largest number of teenage participants. The Creative Pod was on the road most days and attended a large amount of shows which included the Foynes Air Show, the Limerick Show and Cappamore Show where MGLC were delighted to work with country music sensation Cliona Hagan.

MUSIC GENERATION CLARE

Creativity Summer Camps

At the start of August MGC ran a Music Creativity Camp for twenty children aged 7 to 12 in West Clare Family Resource Centre Kilrush. All the children enjoyed the experience and had a clearer understanding and enjoyment for music at the end of the three days. The following week MGC partnered with Clarecare Ennis to deliver a two day music workshop to 24 teenagers, who all got to compose and produce their own unique piece of music. Also in August, MGC partnered with the Killaloe/Ballina Community Family Resource Centre to deliver a very successful Teen Music Camp over three days. Participants worked in groups to compose two songs from start to finish and all expressed how much they enjoyed it. In partnership with Doonbeg Community Development Association, MGC ran a free one day music workshop for teenagers where participants got to explore the importance and craft of song writing and the benefits of engaging with music in a positive and supportive environment.

LITERACY & NUMERACY DEVELOPMENT WORK

On request from a subgroup from the LLN Implementation Team, the Planning & Evaluation Officer designed an internal evaluation for the pilot of the SOLAS/ETBI Handbook of National Guidelines for assessing Adult Literacy and Numeracy. Findings will inform the rollout of these national guidelines across the FET provision.

On request from a subgroup from the LLN Implementation Team, the Planning & Evaluation Officer drafted an audit of the existing LLN initial assessment processes in the FET Division. This audit will be carried out in October 2018.

PROFESSIONAL DEVELOPMENT & EUROPEAN PROGRAMMES

Integrated Planning Process started on 28th June to develop a FET Professional Development Action Plan 2018-2020. A new [Professional Development Update](#) has been circulated to staff with details of upcoming events and initiatives. Two online training modules on Moodle are currently being finalised in the area of GDPR and Child Protection to be rolled out to all FET staff. Both of these are part of a strategy to ensure compliance with recent legislation. The FET Division is also part of two new Erasmus Plus Projects which were recently approved for funding bringing the total number of projects scheduled to run from 2018-2020 to six. The two new projects are **RISE**-Realising Integration through Social Enterprise and **DEMOS**- Democracy and Equality Matters for our Society, the lead partners are in Austria and VTOS Limerick City are the lead Irish partners. Other centres in the FET Division have been contacted to see if interested. The FET Division have been asked by the national Erasmus Plus Co-ordinating Agency Leargas to write a best practice piece for their next publication and to showcase previous Technology Enhanced Learning project at their national conference.

MONITORING AND EVALUATION

The Mid-Term Review of the FET Strategic Framework 2015-2020 took place on 24th June 2018, with all Managers of FET provision and support services. Overall review of progress and recommendations for priorities going forward were identified. Full Report available.

FET Policy Updates Newsletter continue to be produced to keep all staff informed of key policy developments at Local, National and European levels.

ENTERPRISE ENGAGEMENT SUPPORT SERVICE

The EXPLORE Programme with Manufacturing Companies

The Department of Education and Skills in collaboration with Limerick and Clare ETB, funded this initiative in partnership with MWRS Fora to help manufacturing companies upskill older employees in digital skills. LCEETB have exceeded its quota of 40 participants from 16 companies and have now secured funding for an additional 15 participants.

Manufacturing is a key sector in the mid-west and this pilot is a great opportunity to help develop digital skills at no cost and strengthen industry links in our region.

Companies participating in this: Pfizer, Molex, Weener Plastics, Kostal & Modular Automation. Feedback from companies after the first week of the project is very positive. One company's warehouse employee has set up a system to scan bar codes for goods received replacing a manual system and another group of employees are making a company promotional video. The Director of Further Education and Training, Mr. Paul Patton, advised that additional funding had been secured for a further course following the success of this initial course. The Board paid tribute to all involved.

Mid-West Apprenticeship App

Limerick and Clare Education and Training Board and MWRS Fora will launch a new apprenticeship App at the Mid-West Career Guidance event in UL on Tuesday 25th September. The App will assist registered apprenticeship employers in the region connect with the future apprentices and build talent teams. Companies are currently being sourced by LCETB personnel to build up the database.

The apprenticeship landscape has changed significantly in recent years with several new apprenticeship programmes launched in ICT, Finance, Insurance, Manufacturing and Hospitality as part of Generation Apprenticeship. The App will prove informative to senior cycle learners, parents, guidance counsellors and those looking to return to the workplace or career changers. An apprenticeship event is planned as part of National Apprenticeship Week and European Vocational Skills Week from 4th November to 9th November.

Stakeholder Consultations

Consultations have continued with retail, engineering, construction and hospitality sectors to develop traineeships and other FET Programmes, for example Johnson and Johnson.

Software Development/App Development Traineeship

Limerick and Clare Education and Training Board engaged with Johnson & Johnson (J&J) to design a Software Traineeship.

J&J EDC are building an app development team and will pilot a traineeship in Software Development / App Development with possibilities of traineeship at NFQ level 5 or 6. J&J EDC will be the only employer for this pilot and require ten learners. Programme duration likely to be approx. 12 months. Employment opportunities and progression with company are compelling – they intend to employ 5-6 learners at the end of the traineeship. J&J EDC have a culture of on-the-job training and mentorship. Employment opportunities and progression for learners not employed by J&J EDC are also strong as coding and JavaScript skills are desirable elsewhere. EESS continues to engage with DEASP, Mid West Regional Skills Forum, Chambers, County Councils Limerick for ICT, Limerick for Engineering, Innovate Limerick and other respective fora.

A FET Manager represents LCETB at Local, National and International Fora;

- Chairperson – Mid West Regional Skills Sector
- Director – Paul Partnership
- Member of Limerick Chamber
- Member of Shannon Chamber
- Member of Technical Working Group for Employees Development Policy Framework
- Member of Limerick for Engineering
- Member of Limerick for ICT
- Member of Limerick for STEM

INFORMATION, RECRUITMENT AND GUIDANCE SUPPORT SERVICE

The Information, Recruitment and Guidance Support Service will launch the Information Hub in O'Connell Avenue Campus with Minister Patrick O'Donovan and Mayor Collins on Monday 10th September at 6pm.

HOSPITALITY EDUCATION AND TRAINING CENTRE

- Summer camps were a huge success for 7-10 and 10-12 year olds with parents enrolling for next year due to the success of the camp.
- Diageo will partner with LCETB in September to deliver the Bar Operations course.
- University of Limerick will partner with LCETB to deliver Level 9 in Food and Nutrition.
- Kilkee Bay Hotel will re-open on 17th March 2019. HETC will partner with DEASP who will recruit local staff and deliver training in Limerick for the opening of the hotel.
- HETC hopes to start a Level 6 Management Programme specifically for industry that will be delivered with current employees from industry.

6. Finance, For Adoption

On the proposal of Cllr. Gabriel Keating, seconded by Cllr. Michael Hillery, the Financial Report for August was adopted.

8. For Appointment

On the proposal of Cllr. Gabriel Keating, seconded by Cllr. Michael Hillery, Mr. Sean McMahon was appointed to the Audit Committee.

On the proposal of Cllr. Kieran O'Hanlon, seconded by Cllr. Liam Galvin, Ms. Joan Aherne was nominated to ETBI Reserve Members Forum.

11. Any other Business with the permission of the Chairperson

The Board paid tribute to the Limerick Senior Hurling Team on their historic success in the All-Ireland Hurling Final. Tribute was paid to all involved and the Chief Executive agreed to write to the County Board and to the Manager, Mr. John Kiely.

Cllr. Gabriel Keating queried the funding of Irish School and the Chief Executive suggested a meeting with Gabriel re same. This was agreed. Cllr. Gabriel Keating expressed his concern at the viability of the college and the loss this would be to the local area and surrounds.

Cllr. Liam Galvin expressed his concern at the level of leased buildings within the LCETB and proposed a report/letter be issued to the Department of Education and Skills outlining these concerns. This was seconded by Cllr. Elena Secas. The CE advised that there was no budget for the FET Division and Cllr. Donal O'hAinifein stated that the DES should expedite the school capital projects as a priority. The CE advised that this was a strategic issue and one which could not be dealt with locally. It was agreed that a report would issue to the DES on the matter.


Cllr. Michael Hillery queried update on Ennistymon School Project and the CE advised that there was significant work involved in redesigning to meet conditions laid down by planners but envisaged that work may commence in Summer 2019. The CE also advised that the pitches were also an issue but that these would be dealt with following resolution of design issues.

The CE advised that as the Vice Chairperson was not a statutory position, there was no requirement to deal with this at current meeting. The Board agreed to defer this to the October meeting.

Next meeting: Tuesday, 16th October, 2018, in Limerick Training Centre, Raheen, Limerick.

(Signed) GEORGE O'CALLAGHAN,
Chief Executive.

Signed:


Chairperson of meeting held on 16th October, 2018.