



MINUTES OF MEETING
Held on Friday 16th September 2015
In Marshal House, Dooradoyle Road, Limerick

Present:

- Ms. Joan Aherne, Chairperson
- Cllr. Cathal Crowe,
- Mr. Tony Brazil
- Cllr. Maria Byrne
- Cllr. Michael Donegan
- Ms. Mary Flanagan
- Cllr. Michael Hillery
- Cllr. Gabriel Keating
- Mr. Sean Kennedy
- Mr. Sean Mc Mahon
- Cllr. Kieran O'Hanlon
- Ms. Mary Margaret Valance`
- Mr. Michael Cregan
- Cllr. Mary Howard
- Ms. Catherine (Kate) Harran De Parra
- Cllr. Ann Norton
- Mr. Donal O'hAiniféin
- Cllr. Elena Secas

In attendance:

- Mr. George O'Callaghan, Chief Executive
- John O'Connor, Head of Corporate Affairs
- Mary Troy, Head of Finance
- Eamon Murphy, Head of Capital & Procurement
- Denis O'Brien, Head of ICT
- Paul Patton, Head of Further Education and Training
- Aileen O'Sullivan, Corporate Affairs (Recording Secretary)

Apologies:

- Cllr. Lisa Marie Sheehy

As a result of the tendered resignation of Mr. Cathal Crowe as Chairperson, the Chief Executive chaired the Meeting until a Chairperson was elected.

1. Condolences

Votes of Sympathy were passed to the following;

Cllr. Kieran O Hanlon on the death of his sister Veronica O Connor.

Mr. John Ryan, (Training Services Limerick) on the death of his sister, Ms. Maura Donnelly.

Fr. Pat Cotter – former Chaplain at Ennis Community College.

Mr. James Power (Shannon Training Centre) on the death of his mother, Ms. Anne Power.

Mr. Des Murphy (Shannon Training Centre) on the death of his father, Michael.

The O'Sullivan (O'Suilleabháin) family on the death of Mr. Pdraig Ó Súilleabháin (Board of Management, Gaelcholáiste Luimnigh).

Ms. Imelda Noonan (Head Office) on the death of her mother-in-law, Ms. Sarah Noonan.

Ms. Mary O'Callaghan (Head Office) on the death of her, uncle in law, Bill O'Donnell

Ms. Aileen O'Sullivan (Head Office) on the death of her, cousin, Kathleen Crowe

Ms. Susan Walsh (Head Office) on the death of her, aunt in law, Maura Hogan.

Ms. Mary Nolan (Colaiste Mhuire, Askeaton) on the death of her uncle, John Liston.

Mr. Colin Cummins (LCETB Further Education) on the death of his mother, Ms. Ann Lonergan.

Ms. Deirdre Aherne (Adult Education, Further Education & Training Centre) on the death of her sister, Ann.

Mr. Christian Moretti's (Colaiste Chiaráin, Croom) on the death of his grandfather Mr. Salvatore Gallo.

Ms. Helena MacMahon (Youthreach Shanagolden) on the death of her mother-in-law, Mrs. Lilly MacMahon.

Mrs. Evelyn Darcy (retired, Ennis Community College) on the death of her mother, Mrs Christina Browne, and Mrs Margaret Moynihan, (Ennis Community College / Gaelcholáiste an Chláir) on the death of her aunt.

Mr. Gearoid Herbert, Head Office, on death of his uncle, Mr. Eamon Herbert.

Ms. Arlene Douglas, LCFE, on death of her mother, Mrs. Sheila Douglas.

Mr. Donal O'Beara (VTOS Adult Education Centre, Ennis) on the death of his daughter, Bróna.

Ms. Caroline O'Rourke (Ennis Community College) on the death of her grandmother, Martha O'Rourke.

As per standing orders the meeting was adjourned for a period of 5 minutes. This was at the request of Cllr. Kieran O'Hanlon. He proposed that the Standing Orders be permanently amended from 15 minutes adjournment to 5 minutes. This was seconded by Cllr. Maria Byrne.

2. Resignation of Chairperson

Cllr. Cathal Crowe following his resignation as Chairman thanked the Board, staff and wider body for their hard work. The Chief Executive thanked Cathal for his hard work throughout the year.

3. Election of Chairperson

Ms. Joan Aherne was proposed by Mr. Sean Kennedy and seconded by Ms. Mary Flanagan. It was agreed to postpone the election of Deputy Chairperson until the next meeting.

4. Adoption of the Minutes of the Previous Meetings

Minutes of Meeting held on 17th July 2015, were confirmed and signed on the proposal of Cllr. Mary Howard and seconded by Cllr. Maria Byrne. This was carried at the meeting.

5. Matters Arising from the Minutes

In relation to the LCFE East Limerick Campus, while concerns were expressed that PLC courses might not be delivered in Cappamore in the current year, as had been expected, the Head of FET informed the Board that some PLC courses would continue to be delivered in Cappamore. Due to the decline in numbers applying for some of the courses in this centre it would not be economically viable to continue to run these courses. ETBs across the country are reporting a drop of up to 30% in take-up of PLC courses. This was due to the Institutes of Technology offering more college places, Springboard and Access courses etc. which are having a negative impact on the PLC sector. However, outside of the PLC courses other programmes are commencing in this centre. It was suggested that a strategy be put in place to increase courses for next year. The Head of FET informed the Board that they are looking at other course provision that is not run by the Institutes.

A request was made that the dates for the Board Meetings for 2016 be circulated for the information of the Members.

An issue was raised with regard to the efficacy of the Common Application System for Limerick City schools and it was suggested that a sub-committee of the board should be set up to examine the operation of this scheme particularly in light of pressure in regard to language resources arising from an increase in demand. The CE informed Board that a report has been prepared on the configuration of post primary schooling in Limerick and the CAS is an element of that report. The Report is currently with the Department of Education and Skills and awaiting publication.

Cllr. Cathal Crowe also raised the need for special education supports to be reviewed and examined. The EO outlined her contact with the NEWB and TUSLA – given that their remit is students aged 6 – 16 they do not look after older students. She stated that we need joined up thinking with one point of contact for foreign students.

6. Policies for adoption

- i. Bullying Prevention Policy – Complaint Procedure for ETB Staff.
- ii. Harassment/Sexual Harassment Prevention Policy – Complaint Procedure for ETB Staff.

On the proposal of Cllr. Mary Howard, seconded by Cllr. Elena Secas, the Bullying Prevention Policy – Complaint Procedure for ETB Staff was adopted.

On the proposal of Cllr. Cathal Crowe, seconded by Cllr. Maria Byrne, the Harassment/Sexual Harassment Prevention Policy – Complaint Procedure for ETB Staff was adopted.

7. Correspondence

DEPARTMENT CORRESPONDENCE

CL 0042/2015 August, 2015	Re: Implementation of the National Literacy and Numeracy Strategy (2011-2020). Noted.
CL 0043/2015 August, 2015	Re: HSE Post-Primary School Vaccination Programme 2015/16. Noted.
CL 0045/2015 August, 2015	Re: Travel Pass Scheme. Noted.
CL 0046/2015 4 th September, 2015	RE: Statistical Returns in respect of part-time courses in ETB (Vocational) Schools/Community Colleges in the 2014/2015 School Year. Noted.
CL 0048/2015 1 st September, 2015	Re: Revised guidelines on access to PLC for certain participants in the asylum process for the 2015/2016 academic year. Noted.
29 th July, 2015	Re: Publication of VEC Accounts for the period 6 months ended 30 th June, 2013 (Co. Clare VEC). Noted.

ETBI CORRESPONDENCE

Re: Bullying Prevention Policy – Complaint Procedure for ETB Staff.
Adopted.

Harassment/Sexual Harassment Prevention Policy – complaint Procedure for ETB Staff.
Adopted.

OTHER CORRESPONDENCE

- Fr: Jim Galvin
15th July, 2015
- Re: Support for development of Regional Athletics Facility based in Newcastlewest, Co. Limerick. Noted.
- Fr: Cllr. Cathal Crowe
2nd September, 2015
- Re: Resignation as Chairperson of LCETB. Noted.
- Fr: Clare Local Sports Partnership Ltd.
2nd September, 2015
- Re: Nominee to sit as Director to the Local Sports Partnership Ltd. Noted.
- Fr: Kilrush Community School
1st September, 2015
- Re: Proposed W.S.E.-M.L.L. Noted.

8. Chief Executive's Report

State Examinations Results

The Board members offered their congratulations to Principals, school staff teams and their students on the excellent results achieved in both Leaving Certificate and Junior Certificate Examinations. It was stated that the Sunday Times League Table, while we may not consider the criteria to be inclusive, shows a high rating for our schools. The results are a credit to the leadership of school management and the commitment of staff teams in our schools and centres.

Board of Management Training

The Board was informed that ETBI has developed a training and support programme for ETBs in the development and delivery of Board of Management Training. Limerick and Clare ETB has a team of five who have been trained as trainers. The initial Board of Management Training will be rolled out in September and October. The recommendation is that Boards would receive at least six hours of training. The EO is the local liaison person for management and delivery of the training.

Education Services

An education meeting of Principals was held on 15th September addressing areas such as enrolments, education supports, policy development and the annual training calendar.

Developing Critical Thinking Workshop

As part of the Leading Teaching and Learning initiative a session for teachers on developing critical thinking will be held on Friday 11th September in Limerick Education Centre. This programme has been developed by two teachers from Colaiste Mhuire Askeaton in conjunction with the Limerick Education Centre learning schools project and will be piloted and evaluated by the teachers involved over the next number of weeks.

Teachers Lorraine O'Loughlin & Máire O'Brien are continuing their work with Dr Joe O'Connell, LEC, with the support of LCETB on the development of a resource entitled, "The DCT approach- Challenging Critical Thinking in the Irish Classroom". The aim is to develop a community of practice around the promotion of critical thinking skills and the language associated with critical thinking among staff and students.

Both teachers have designed a set of 6 lesson plans which they will present to curriculum leaders from all of the LCETB schools on Friday 11th September. It is intended that following the piloting of these materials, the resource will be finalised and then launched in November with an invitation extended to Minister Jan O'Sullivan.

Ms. Elena Secas paid tribute to the Management and Staff of LEC and the LCETB teachers who were piloting this initiative.

Thomond Community College

Further conjoint staff days were held on 26th & 27th August with staffs of the Salesians and St. Nessan's schools having an opportunity to build a sense of the new staff team for Thomond Community College. Work on the policy framework and conjoint subject planning has commenced. The open night for Thomond Community College will be held on Wednesday 30th September.

FOI Request

With ETBs now being comprehended by the Freedom of Information Act 2014, there has been a further request under the FOI Act for RTE seeking details of all purchase orders in excess of €20,000 and from K.T. Business Skills Ltd., Centrepoint, Lioban, Tuam Road, Galway, for a list of courses delivered on behalf of LCETB by a contracted training company in 2014/15 and what companies were invited to tender for each course, tenders received and the results of each. These requests are currently being processed.

Section 29 Appeal Department of Education and Skills Hearing

The EO attended a hearing of the DES appeals sub-committee on a refusal to enrol (initially appealed to LCETB and subsequently appealed to DES) a student to St. Michael's College, Kilmihill on Thursday 3rd September. The outcome of the appeal will be communicated in coming weeks.

Individual Schools Achievements

Colaiste Mhuire, Askeaton

School Principal and Staff were very pleased with Leaving Cert results this year. An encouraging 10% of the students achieved 500 points or more, 41% of students achieved more than 400 points. Top result was: 590 points.

Ennis Community College / Gaelcholáiste an Chláir, Ennis

Conall Ó hAiniféin, a student at Ennis Community College / Gaelcholáiste an Chláir, Ennis, achieved 8 A1 grades at Higher Level in Leaving Certificate 2015, one of only 8 students nationwide to achieve such an excellent result. He was also awarded the Naughton Scholarship 2015, a Science Award which will be presented to him at Trinity College, Dublin on 26th of September.

Overall, Leaving Certificate students did very well at Ennis Community College / Gaelcholáiste an Chláir with 20% of results showing an A grade at higher level, and a further 30% showing a B grade."

Coláiste Chiaráin Croom

The members of the Board offered their congratulations to Diana Mirza, who has been confirmed as one of the top female chess players in Europe. She is a student at Coláiste Chiaráin, in Croom and sits her Junior Cert this year.

Kilkee Community College

At the Community Games National Finals in August, Ruth Ferguson achieved second place (silver for Clare) as part of the Mixed Distance Relay Team at the Community Games held in Athlone in August. Ruth is a second year student in Kilkee Community College.

In the British and Irish Junior Championships Mountain Running, Caoimhe Harvey, a fourth year student, has been selected on the Irish U17 ladies team. The event will be held in Snowdonia, in Wales, on Saturday 19th September. Caoimhe represented Ireland already this summer in Bulgaria as part of the Irish mountain running team.

The members of the Board offered their congratulations to Ruth and Caoimhe

Desmond College, Newcastlewest

A team of student entrepreneurs from Desmond College, Newcastlewest, Co. Limerick with their project "Guide A Key" won the MetLife Life Changer Award, sponsored by the MetLife Foundation, at the Junior Achievement Europe 26th annual Company of the Year Competition (COYC) in Berlin, Germany.

The Guide-A-Key team, comprising Emma Herbert, Seamus Hurley, Eoin Considine, Eamonn Browne & Diarmuid Curtin impressed the MetLife Life Changer Award jury with their combination of a passionate focus on social impact and determined commitment to sustaining a viable business through strong financial performance. Guide-A-Key designed and manufactured a device, which helps people with limited dexterity to insert a key into a lock. The device is affixed to the area around the keyhole, allowing the user to simply slide their key into the top part of the device, which then guides the key into the lock. Over 350 COYC participants gathered in Berlin, Germany to compete with the best student entrepreneurs from across Europe. 37 teams representing 36 countries participated. Congratulations to all involved on this outstanding achievement.

Youthreach

The Board members offered their congratulations to the management and staff of all centres on the excellent results for students in the recent state examinations.

Relocation of Youthreach

The Youthreach Centre located at Limerick Youth Services on Glentworth Street closed and relocated to the FET Centre, Kilmallock Road Campus, Limerick during Summer 2015. The new centre opened its doors to learners in August 2015 for the commencement of the 2015-2016 Academic Year. The opening of this community based centre in the Southside of Limerick City has been welcomed greatly by its learners, their parents, staff, management, the surrounding community and our interagency partners.

Code of Behaviour Review, Youthreach Hospital

A whole staff session was facilitated by Mr. Joe Lynch and Ms. Jackie Dwane in Hospital Youthreach on Tuesday 2nd September with an emphasis on the development of preventative strategies and use of restorative practices. Further sessions are planned.

Youthwork

Expressions of interest have been sought from various agencies, youth organisations and voluntary groups to progress the establishment of the Youthwork Committee. The full proposed membership of the Committee will be brought for consideration to the next LCETB meeting.

The role of the Youthwork Committee is to “Support the provision, coordination, administration and assessment of youth work services in its functional area and provide such information as may be requested by the Minister for Children and Youth Affairs in relation to such support;” and to “Assess whether the manner in which it performs its functions is economical, efficient and effective.” (Education and Training Boards Act 2013, Section 10 (1).)

FET Division Report

LCFE East Limerick Campus

LCFE management and staff welcome the recent recommendations of the LCETB Review of the PLC programmes at its campus in Cappamore. The recommendations are in line with the strategic goals of LCFE: the LCFE Strategic Plan 2014-2018 states the following goal under Strategic Pillar 3:

LCFE will expand to become a regional college of further education and training operating at multiple key sites with the LCETB region and will also explore the development of outreach centres.

The LCETB Review in July states that LCFE – East Limerick (Cappamore) has a viable future as a centre of excellence in the delivery of further education and training programmes for the community of East Limerick. It goes on to state that the campus should not only continue to provide but enhance a range of PLC courses and other programmes at the Centre.

With this in mind, management and staff of LCFE, working with our colleagues in the FET Division and the community of Cappamore, will draw up a development plan for the Centre which will put in place a multi-faceted set of programmes which will meet the needs of the learners of this community and East Limerick in general.

LCFE and LIT Sign New Agreement

LIT already enrolls a very significant number of learners from LCFE every year based on programme links to each LIT programme. This number is set to grow significantly as LIT and LCFE have now formalised their links across all programmes, which will help to create smooth and seamless pathways for learners. Such pathways will operate through the CAO for students entering first year.

Learner successfully completing QQI/FETAC Certificate Level 5 with LCFE will be offered entry to LIT programmes based on this collaboration agreement. Learners who complete Advanced Certification Level 6 with LCFE may apply for advanced entry straight into second year for linked programmes.

Currently, LIT learners coming through from LCFE are attending a diverse range of programmes across all disciplines. These discipline areas are set to grow under the collaboration agreement.

This collaboration agreement follows from a wider Memorandum of Understanding between Limerick and Clare Education and Training Board (LCETB) and LIT that was signed in February this year. Close collaboration between LCFE and LIT is the cornerstone of this wider agreement with LCETB.

Shannon Training Centre World Skills Competition

Congratulations to Ros Wynne who went through an intense preparation course under the guidance of Michael Hayes, before traveling to the World Skills Competition in SAL Paulo where he won the Gold Medal in Aircraft Maintenance.

STC completed a course on the common modules of B1/B2 Aircraft Maintenance Licence course for 36, 3rd year apprentices in conjunction with D.I.T.

STC designed a course to cross train qualified Craft persons to join the Atlantic Aviation Group as aircraft maintenance technicians. The course started on August 31st with 10 learners all who have been offered full-time employment on completion of this 11 week course.

STC is currently in the recruitment phase to select a class of 14 to start a two year traineeship in aircraft maintenance with Atlantic Aviation Group. This course is planned to start in November 2015. The company plans to make an offer of employment to all successful learners at the end of their traineeship.

STC launched a new facilitated IT Skills Course this summer, which allows learners learn at their own pace and gain certification from foundation level up to Microsoft Office Expert level within a 20 week period.

Apprenticeship courses ran through the summer in the trades of Toolmaking, Electrical, Air Conditioning & Refrigeration, Plumbing, Sheet Metal Fabrication. There will be another intake into these trades in November. The next intake of Aircraft Apprentices will take place on October 12th. A range of evening courses have been advertised and will be starting September 28th.

The Chief Executive congratulated all students on their examination results. The Chairperson also expressed her congratulations.

The Education officer informed the Board that Terms of Reference are being developed by the ETBI and Expressions of Interest have been sought from various agencies, youth organisations and voluntary groups to progress the establishment of the Youthwork Committee. The full proposed membership of the Committee will be brought for consideration to the next LCETB meeting.

Cllr. Maria Byrne requested an update on a Youthreach Committee.

Board of Management Training is due to take place – this will be rolled out at Board of Management meetings.

The CE congratulated Ros Wynne on his gold medal in Aircraft Maintenance, Cllr. Elena Secas congratulated Diana Mirza, who has been confirmed as one of the top female chess players in Europe. Gabriel Keating also expressed congratulations to the two students who took part in the Community Games National Finals in August.

Mr. Sean Mc Mahon congratulated Conall Ó hAiniféin, a student at Ennis Community College / Gaelcholáiste an Chláir, Ennis, achieved 8 A1 grades at Higher Level in Leaving Certificate 2015

Regulations will issue regarding structure of a Youthreach Board and this should be available for next board meeting.

9. Finance Report

On the proposal of Cllr. Cathal Crowe and seconded by Cllr. Maria Byrne the Finance Report was adopted.

The Chairperson of the Finance Committee Mr. Tony Brazil gave a report from the last Finance Committee Meeting. He raised concerns about water bills increasing in schools and made a suggestion that schools install their own water meters to monitor usage.

10. Acquisition of lands adjacent at Kilmallock

The acquisition of 1.5 acres from Limerick City and County Council at a purchase price of €40,000 for parking and drop-down was notified to the Board. The DES will fund the purchase.

The acquisition was proposed by Cllr. Michael Donegan and seconded by Cllr. Kieran O'Hanlon

11. Formation of Adult Education Board

This is currently being addressed at national level. Discussions are ongoing between DES and ETBI. On the proposal of Cllr. Kieran O'Hanlon and seconded by Ms. Mary Margaret Valance it was agreed to send a letter to the DES in relation to the formation of an Adult Education Board.

12. Date for next Board Meeting

Wednesday, 18th November at 4.30 p.m.

Meeting to be held in Shannon. It was agreed that future meetings will be held at varying venues.

13. AOB with the permission of the Chair

Cllr. Ann Norton raised the issue of SENOs and the pressure and expense put on parents to provide reports on their children for review.

With regard to the cuts in Resource hours and SNAs Mr. Sean Mc Mahon proposed that the LCETB write to the Department requesting the reversal of the 15% cut in resource hours and SNA allocations for the duration of the pilot scheme. This was seconded by Cllr. Cathal Crowe.

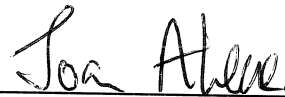
The Chairperson of the Finance Committee asked whether there had been any reply to the request to have budget allocations notified earlier in the year. He also mentioned the increase in technology in schools in light of the report produced by the OECD and how best this resource could be utilised in the future. He requested a report on our plans for utilisation of technology in our schools for next meeting.

The issue of future enrolments in one or two schools was raised as a concern. In response, the EO referred to demographic changes and in particular to rural depopulation resulting in fewer primary pupils and hence fewer enrolments in one or two instances. It was also acknowledged that parental choice was also a factor in declining enrolments. The EO committed to analysing projections for the coming years and prepare a report for consideration at a future meeting.

The meeting concluded at 6.00 p.m.

(Signed) GEORGE O'CALLAGHAN,
Chief Executive.

Signed:



Chairperson of meeting held on 18th November, 2015.