



**MINUTES OF MEETING**  
**Held on Tuesday, 18<sup>TH</sup> July, 2017**  
**In Limerick Training Centre, Raheen, Limerick.**

**Present:** Cllr. Elena Secas, Acting Chairperson  
Ms. Joan Aherne  
Mr. Tony Brazil  
Mr. Michael Cregan  
Cllr. Cathal Crowe  
Cllr. Michael Donegan  
Ms. Mary Flanagan  
Cllr. Michael Hillery  
Mr. Sean Kennedy  
Ms. Catherine Harran De Parra  
Ms. Mary Flanagan  
Cllr. Marian Hurley  
Mr. Sean Mc Mahon  
Cllr. Richard O'Donoghue  
Cllr. Kieran O'Hanlon  
Cllr. Lisa Marie Sheehy

**In attendance:** Mr. George O'Callaghan, Chief Executive  
Mr. Paul Patton, Director, Further Education and Training  
Ms. Mary Troy, Head of Finance  
Ms. Aileen O'Sullivan, Recording Secretary

**1. Apologies/Condolences**

**Apologies:** Cllr. Mary Howard  
Cllr. Gabriel Keating  
Cllr. Ann Norton  
Ms. Bernadette Cullen, Education Officer  
Ms. Shelagh Graham, Director of Organisation and Development  
Mr. Eamon Murphy, Head of Capital and Procurement  
Mr. Denis O'Brien, Head of Corporate Affairs and ICT

- Mr. Sean O'Carroll (Kilmallock Town Campus) on the death of his father, Maurice (Mossie).
- Angela O'Neill Killeen's (formerly Payroll Dept. Station Road and Secretary in Ennistymon Vocational School) on the death of her mother Mrs. O'Neill
- Ms. Fidelma O'Rourke (Work Placement – Marshal House) on the death of her sister, Patricia Conway

## **2. Adoption of the Minutes of the Previous Meetings**

Minutes of Meeting held on 16<sup>th</sup> May, were confirmed and signed on the proposal of Cllr. Lisa Marie Sheehy, seconded by Ms. Mary Flanagan.

## **3. Matters Arising from the Minutes**

There were no matters arising

## **4. Correspondence**

### **DEPARTMENT CORRESPONDENCE**

Circular Letter 0052/2017	Re: Home Tuition Grant Scheme 2017 /2018 – Maternity Related Absences Component
Circular Letter 0051/2017	Re: Home Tuition Grant Scheme 2017 /2018 – Two Strands - Children without a school place & Children in Care without a school place
Circular Letter 0050/2017	Re: Home Tuition Grant Scheme 2017/2018 – Special Education Component
Circular Letter 0049/2017	Re: Revised Procedure And Sequence For Filling Available Teacher Posts/Hours (Revision To Circular 34/2009)
Circular Letter 0048/2017	Re: Public Service Stability Agreement 2013 – 2018 (Haddington Road Agreement/ Lansdowne Road Agreement) and the Financial Emergency Measures in the Public Interest Acts 2013 and 2015 – Teachers
Circular Letter 0047/2017	Re: Supervision and Substitution Scheme – Opt-out and Opt-in Lansdowne Road Agreement.
Circular Letter 0044/2017	Re: Cost Limits for Post-primary School Buildings.
Circular Letter 0042/2017	Re: Recruitment of Special Needs Assistants (SNAs) - Supplementary Assignment Arrangements for the 2017/18 school year:
Circular Letter 0041/2017	Re: Supervision and Substitution Scheme – Opt-out and Opt-in (Lansdowne Road Agreement)

## **ETBI CORRESPONDENCE**

June, 2017 ETBI Summer Newsletter.  
1st June, 2017 Re: ETBI Annual Conference 2017- Open Forum

## **OTHER CORRESPONDENCE**

Thomond Community College  
1<sup>st</sup> June, 2017 Re: Policies for Ratification

Ennis Community College  
7<sup>th</sup> June, 2017 Re: Appointment to Board of Management (Staff Nominee) - Mr. Seamus Mac an Iomaire

Salesian Sisters  
24<sup>th</sup> May, 2017 Re: Replacement nominee for St. John Bosco Community College, Kildysart – Sr. Bridget O’Connell

IPB Insurance  
8<sup>th</sup> June, 2017 Re: IPB Members Commercial Dividend 2017 for the financial reporting period to year end 2016 - €145,151.76

## **5. Chief Executive’s Report Incorporating Post Primary Education & Further Education and Training**

### **EDUCATION REPORT**

#### **ASTI**

On Saturday 10<sup>th</sup> June the ASTI is to immediately suspend all industrial action relating to the Lansdowne Road Agreement (LRA) and Junior Certificate reform. All our schools will be able to operate Croke Park Hours and work towards the implementation of the Junior Cycle.

#### **Strategy Statement for LCETB**

The process of developing the five year strategy statement to ensure compliance with the Education and Training Board Act 2013 is well underway with consultation sessions held with staff, parents, students, initial session with Principals with a further session planned. Sessions with LCETB senior management and LCETB are also been progressed.

#### **Mungret Community College**

Ninety five students have enrolled for September 2017. The Interim Management Board is meeting on a regular basis and has progressed school uniform, policy framework and development of extra-curricular activities. Mary Immaculate College have kindly agreed access to their Physical Education facilities. Educate Together have left the site and work in underway to prepare for the additional temporary accommodation that will be required. LCETB have also been devolved authority for negotiating with Limerick City and County Council on the permanent site for the school.

#### **School Capital Works**

The CE outlined the Capital Works in progress and the stages of development for Croom, GCL, Dromcollogher and Kilmallock. The Board noted that Summer and Emergency Works were also underway and the commencement and cessation of same were discussed.

### **Principals Forum**

A Principals' Meeting was held on 13<sup>th</sup> June the last meeting of the current academic year and the areas addressed were a facilitated session by two Assistant National Directors Second Level Support Service on the new NSCE SEN Resource Allocation Model. A SEN working group has been established to plan the implementation of the new model and relevant Circular Letters. The draft training programme for SNAs was discussed and agreed. Other areas addresses were the new junior Cycle and planning for 17/18.

Since February 2016 there have been Nineteen new appointments to our senior management teams in our schools. An induction programme is planned for mid-August 2017 with additional sessions at the planning stage.

### **Section 29 Appeals**

Four refusals to enrol Section 29 Appeals were received since the last meeting. Three of which have since been withdrawn. Two Section 29 Appeal Hearings were held in respect of two permanent exclusions of students from Colaiste Chiaráin Croom with neither appeal being upheld.

### **Schools Reconfiguration for Diversity Process**

The Department of Education and Skills are provided a session on the reconfiguration of primary education on Friday, 12<sup>th</sup> May Mr. Alan Wall Assistant Secretary and Mr. Brian Power presented on the proposed process. A further session on the Goodness Me Goodness You programme was provided for the Directors of Schools.

Since the session, on 12<sup>th</sup> June the Minister for Education and Skills Mr. Richard Bruton announced that the Bishop of Kerry Dr Raymond Browne is to make available Two Mile/Cahooreigh National School to Kerry Education and Training and confirmed that the school will open as a new Community National School in September 2017.

### **Additional Youth Work Projects Awarded to Limerick & Clare ETB**

We are delighted to have been successful in our recent applications to the Department of Children & Youth Affairs. A new Sample Value for Money Service has been approved for the Garryowen area of Limerick City. Limerick City and County Council & PAUL Partnership have identified the area as very disadvantaged and not benefiting from reinvestment, not part of regeneration -20.70 (Haase Pratschke) deprivation. There is also recognition of a lack of services with eight hundred young people under the age of 18 living in the area. A tendering process will be put in place for this new project.

LCETB has been awarded an augmentation to the Croom Foroige Youth Project has been operating since May 2000 as a one worker project contrary to best practice guidelines for youth projects which recommends two worker projects. Project deals with a significant number of students who are at level 2/3 Hardiker (at risk) model. The funding will be used to increase the project to a two worker project

Department of Children & Youth Affairs complemented our youth officers on the quality of the applications and stated that the projects were in the top five of the projects submitted nationally.

## **SNA Training**

Training for SNAs was held in the Radisson Blu Hotel for Basic First-Aid including Adult and Paediatric CPR/AED Training and Management of Common Childhood Illnesses on Thursday 22<sup>nd</sup> June this is part of the ongoing training plan.

## **School Achievements**

### **Colaiste na Trocaire, Rathkeale**

The poet Brendan Kennelly visited the school on Thursday 18th May. He read and spoke about a selection of his poems which are on the leaving cert course for 2019. As always the music was fantastic on the day and Mr Kennelly was particularly touched by a beautiful arrangement of the song 'Raglan Road' by his friend Patrick Kavanagh and 'Raglan Lane' a poem of Mr. Kennelly's written in tribute. 2nd year student Elina Burykina presented Mr Kennelly with a pencil drawing inspired by his poem 'Begin'. We were joined on the day by retired colleagues who helped to make a very special event.

### **Gaelcholaiste Luimnigh**

The Minister for Education and Skills, Mr. Richard Bruton T.D. hosted a regional Action Plan for Education forum on 'The School of the Future' – the role of ICT in Education in Gaelcholáiste Luimnigh, Sir Harry's Mall (Meal Sior Anraí), Limerick on 5<sup>th</sup> May 2017.

The Minister recently established an Expert group to develop a plan to implement the Digital Strategy for Schools 2015-2020.

This plan, which has a capital budget of €210 million, will combine what has worked well in exemplars of innovation across the country with what has been recognized as best international practice.

### **St. Anne's Community College, Killaloe**

The schools U16 rugby team makes it two in a row for the school. The U16 Boys defeated ISK Killorglin 21 to 13 in Thomond Park winning the Giles Shield.

### **Kildysart Community School St. John Bosco**

The finals of eco Unesco Young Environmentalists took place on the 23rd of May in the Mansion House in Dublin. The event is Ireland's largest celebration of youth ECO-action

ECO-UNESCO's Young Environmentalist Awards (YEA) is an all-Ireland environmental awards programme that recognises and rewards young people who raise environmental awareness and improve the environment.

Past Pupil of St. John Bosco Community College, Laoise Sutton, Coolmeen, received a Gold, Gaisce medal from the President of Ireland Michael D. Higgins. Laoise was awarded the Bronze Gaisce medal while she was a pupil of the school.

## **Colaiste Chiarain**

The CE updated Members on a High Court Judgement in relation to an ongoing disciplinary matter. The Court ruled in LCETB's favour on all counts.

## **FET Division**

### **FET Office – FET Centre, Kilmallock Road Campus**

In recognition for work on Show & TEL, LCETB FET Division have been awarded an All Aboard 2017 Gold Badge. These badges are awarded to Organisations who organise at least one event for their own organisation/school plus at least one event for parents or community plus submitted a showcase of best practice.

- The 2016 FET Annual Report is finalised and will be submitted to Corporate Affairs.
- The 2017 FET Service Plan is also finalised and will be submitted to Corporate Affairs.
- Issue 1 of Policy Update produced to summarise key international and national policy documents relevant to LCETB FET planning.
- LCETB FET Enterprise Engagement 2017-2020 is finalised following a consultative and participative process.
- LCETB have engaged in a planning process for Learning Limerick, sub-group of Limerick County Council.

### **FET Centre – Mulgrave Street Campus**

- In May, LCFE won an award for their innovative and engaging events for College Awareness Week.
- To date, over 1,000 prospective learners have applied to LCFE for full-time provision in the 17/18 academic year. Ahead of the August interviews, an extensive PR campaign combining both traditional and digital marketing is underway to promote the college throughout the summer.
- Up to 2,000 LCFE full-time and part-time learners will go forward for QQI certification this summer.
- LCFE is currently undergoing some refurbishment work and the old Eircom site on Mulgrave Street is now leased by the college with the long-term view of expanding the College.

### **FET Centre – Raheen Business Park Campus**

#### **Skills Training**

LCETB participated at the launch of The Defence Forces Employment Support Scheme (DF ESS) which is a strategic collaboration between the Department of Defence, Department of Social Protection, the Defence Forces & ETBs. The course was launched in Sarsfield Barracks on Monday 22nd May with the enrolment of 14 learners. The first two weeks of the provision are fully residential with the Defence Forces, while the LCETB Induction will take place on Tuesday June 6th. The scheme is aimed at 18-24 year olds who face barriers to gaining employment. The scheme encompasses a training provision of ten weeks duration, consisting of approximately four weeks of military-oriented training by the Defence

Forces interspersed with 6 weeks of education-oriented training organised and delivered through the LCETB's Raheen Campus.

The participants will receive the following certification:

- Safepass – delivered on behalf of LCETB in the Tralee Training Centre
- HACCP – delivered & issued by the Defence Force Catering Corps
- Attendance Certificate for Basic Medical Training - delivered by Defence Forces
- STEPS Provision - Certificate of completion by LCETB
- QQI Level 5 Certificate in Information and Administration 5N1389 – LCETB

During the course the participants will receive 1-1 guidance counselling sessions & will be brought on tours of some of the LCETB campuses & given 'taster' demonstrations of some of the training on offer.

## **Part-Time Provision**

### **Literacy**

Well done to Mary Flanagan, ALO, for her contribution from the Clare Family Learning Project to the new resource published by UNESCO Institute of Lifelong Learning. Link to the PDF of the publication here:

<http://www.uil.unesco.org/literacy-and-basic-skills/engaging-families/learning-together-across-generations-launch-new-uil>.

Also a presentation on 'Diversity: Working in an Intercultural Way' was delivered by Mary Flanagan to the Mid-West Library service in Sixmilebridge Library on 19th June. This event brought together library staff from Galway, Clare and Limerick.

### **BTEI, Community Education and Literacy**

BTEI, Community Education and Literacy collaborated on a part-time provision brochure for learners. This is now available across the county in Further Education and Training Centres, Libraries, Social Welfare offices, Family Resource Centres, etc.

On the 19th June 2017, the Literacy Service – Co Clare launched 'Simply Said' in Glór. This is the 29th edition of the book, written by the learners attending a wide variety of classes over the past year. Roisin Meaney, Limerick, author of 14 adult books and two children's books, officially launched Simply Said. Roisin Meaney spoke highly of the authors who contributed to Simply Said, and talked about the many topics included in the book. She suggested that rather than feeling that it's the end of their work, it is only the start of a writing journey now that the first step has been taken.

A number of learners read their own stories in front of the large audience. This year there were a number of digital stories recorded and some of these were shown on the night. One learner entertained those attending with magnificent music played on the grand piano. A slide show presentation showing images of the year's work across the five main centres and other community venues was shown.

### **Literacy Service Staff Day**

Staff day was held in Scariff on 20th June. The meeting provided space to discuss potential opportunities to address needs identified locally across the county, while sharing good practice across the service.

The Director of FET outlined the proposed changes to funding for apprentices whereby employers would be responsible for payment during the time spent on Training. Employers are resistant to this change. Cllr. Richard O'Donoghue stated that barriers should not be put in place for the uptake of apprenticeships.

### **Training on Provision and Learner Support Service (PLSS)**

Training was provided on 23rd June by the Manager, FET Operations, in the FET Centre, Clonroad Campus, for part-time provision staff using the database.

### **Music Generation Clare**

Wednesday 12th July saw over a hundred musicians of different styles from Clare and Limerick perform three gigs in three iconic settings in just over three hours. Music Generation Clare and Music Generation Limerick joined forces on Wednesday 12th July, with support from Clare County Council, to stage three pop-up gigs in three iconic settings on the Clare coast - the Cliffs of Moher and the beaches of Lahinch and Kilkee.

Leading the performances were the newly formed Clare Youth Trad Orchestra - a new initiative of Clare Arts Office and Music Generation Clare, already comprising over one hundred young musicians. The three pop-up gigs were a way for the group to warm up ahead of their prestigious upcoming slot as the first group to perform in the Shannon Aerodrome at Fleadh 2017.

Performing alongside the Trad Orchestra were rappers, songwriters, producers and bands from Music Generation's celebrated Limerick Voices programme.

The combined result was three short concerts with a mix of musical styles and a great opportunity for these young people to perform in a non-competitive setting.

The tour is also the first ever public appearance of the Music Generation Limerick City creativity pod – a mobile performance, recording and workshop space with a pop-up outside stage and PA.

Music Generation Clare and Music Generation Limerick City are part of Music Generation, Ireland's national music education programme, initiated by Music Network and co-funded by U2, The Ireland Funds, the Department of Education and Skills and Local Music Education Partnerships.

For further information about the roadshow or about the Clare Youth Trad Orchestra, contact Music Generation Clare at 0656865470 or [jean.wallace@lacetb.ie](mailto:jean.wallace@lacetb.ie)

## **6. For Adoption**

On the proposal of Cllr. Kieran O'Hanlon, seconded by Cllr. Richard O'Donoghue the Finance Report was adopted.

On the proposal of Cllr. Richard O'Donoghue, seconded by Cllr. Marian Hurley the Bank Mandates were adopted.



## **7. Board of Management Minutes:**

On the proposal of Cllr. Kieran O’Hanlon, seconded by Ms. Joan Aherne, the Board of Management Minutes for:

- a) Mungret Community College

were adopted.

## **8. Appointments to Boards of Management**

On the proposal of Ms. Mary Flanagan, seconded by Mr. Sean Mc Mahon, Mr. Seamus Mac an Iomaire was appointed to the Board of Management of Ennis Community College

On the proposal of Cllr. Kieran O’Hanlon, seconded by Ms. Mary Flanagan, Sr. Bridget O’Connell was appointed to the Board of Management of St. John Bosco Community College, Kildysart.

## **9. For Adoption**

On the proposal of Cllr. Kieran O’Hanlon, seconded by Cllr. Lisa Marie Sheehy the Local Youth Club Grant Scheme 2017 Recommendations were adopted.

On the proposal of Cllr. Kieran O’Hanlon, seconded by Cllr. Marian Hurley, Section 29 Appeals Permanent Exclusion report was adopted.

## **10. Any other Business with the permission of the Chairperson**

The CE informed members of the resignation of Mr. Sean Kennedy and Ms. Margaret Mary Valance from the Board. He thanked them both for their contribution and wished them well for the future.

With regard to the process of replacement, notification of resignations must be made to the Department of Education and Skills. On their approval replacements will then be sought.

Mr. Sean Kennedy thanked members and wished the CE, staff and members well for the future.

Ms. Margaret Mary Valance also thanked the members and mentioned that she would like to see a learner representative on the Adult Education Board, if formed.

Cllr. Richard O’Donoghue, Cllr. Elena Secas, Ms. Joan Aherne and Cllr. Michael Donegan also wished both well for the future.

Cllr. Michael Donegan also wanted to wish Mr. Sean Cooke, Deputy Principal, Colaiste Iosaef, best wishes on his retirement.

The next meeting will take place on the 19<sup>th</sup> September 2017

Signed: George O’Callaghan,  
Chief Executive.