



MINUTES OF MEETING

Held on Tuesday, 20th February, 2018

In Limerick Training Centre, Raheen, Limerick.

Present: Mr. Sean Mc Mahon, Chairperson
Ms. Joan Aherne
Mr. Tony Brazil
Cllr. Ann Norton
Cllr. Michael Hillery
Mr. Michael Cregan
Cllr. Michael Donegan
Ms. Mary Flanagan
Cllr. Liam Galvin
Cllr. Mary Howard
Mr. Gordon Mewis
Ms. Ann Nicholas
Cllr. Richard O'Donoghue
Cllr. Kieran O'Hanlon
Cllr. Elena Secas
Cllr. Lisa Marie Sheehy

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

1. Apologies/Condolences

Apologies: Cllr. Cathal Crowe
Ms. Catherine Harran De Parra
Cllr. Marian Hurley
Mr. Dónal O'hAiniféin

Condolences: Votes of Sympathy were passed to the following;
Ms. Melanie Casey, VTOS Co-ordinator, on death of her sister, Kathy Casey Byrne.

Ms. Marion Hanrahan, (Limerick City Campus) on the death of her mother, Ms. Mary Hanley (Bodie).

Mr. Jed Wetherill (VTOS, Kilmallock Road Campus) on the death of his mother, Sally.

Ms. Sinead Neiland (An tIonad Glas, Dromcollogher) on the death of her father, Joe.

Ms. Marguerite Caulfield (Kilmallock Town Campus) on the death of her husband, Jim.

Family of late Patrick McCormack, student at St. Anne's Community College, Killaloe following tragic accident. (Parents John and Fiona, sisters Emer and Mary).

Ms. Kathleen Power Ryan (Marshal House) on the death of her aunt, Ms. Mary Tynan.

Ms. Aine Sheerin (FET Kilmallock Road) on the death of her aunt, Clara Betts.

Mr. Declan Edwards (Marshal House) on the death of his uncle, Mr. William (Billy) Kilgallon.

Family of late Ms. Brid O'Riordan, former member of Co. Limerick VEC Interview Boards and State Examination Commission.

2. Adoption of the Minutes of the Previous Meetings

Minutes of Meeting held on 16th January, 2018, were confirmed and signed on the proposal of Cllr. Liam Galvin, seconded by Cllr. Kieran O'Hanlon.

3. Matters Arising from the Minutes

None

4. Correspondence

DEPARTMENT CORRESPONDENCE

CL 0001/2018
January, 2018

Re: Teacher Fee Refund Scheme 2017.

CL 0002/2018
January, 2018

Re: Operation of the Financial Support Services Unit (FSSU).

CL 0003/2018
16th January, 2018

Re: Leadership and Management in Post-Primary Schools.

CL 0004/2018 19 th January, 2018	Re: Post-Graduate Diploma Programme of Continuing Professional Development for Special Education Teachers–2018/2019.
CL 0005/2018 19 th January, 2018	Re: Graduate Certificate in the Education of Pupils on the Autism Spectrum (AS) for teachers working with Pupils on the AS in Special Schools, Special Classes or as Special Education Teachers in mainstream Primary and Post-Primary Schools 2018/2019.
CL 0006/2018 January, 2018	Re: Post-Graduate Certificate/Diploma Programme of Continuing Professional Development for Teachers working with Students with Special Educational Needs (Autism Spectrum Disorder).
CL 0009/2018 February, 2018	Re: Approved Allocation of Teaching Posts 2018/19 School Year.
CL 0011/2018 February, 2018	Re: Grant Scheme For ICT Equipment – 2017/2018 School Year.
CL 0013/2018 February, 2018	Re: Religious instruction and worship in certain second level schools in the context of Article 44.2.4 of the Constitution of Ireland and Section 30 of the Education Act 1998.
22 nd January,	Re: Acknowledgement of correspondence re All Irish Post Primary Provision in Co. Clare and Supports for Special Schools in Limerick City. The CE advised that he would be reverting with suitable dates for meeting.
30 th January, 2018	Re: Acknowledgement of correspondence re Strategy Statement.

On the proposal of Cllr. Richard O'Donoghue, seconded by Cllr. Michael Hillery, Circular Letters were adopted.

5. Chief Executive's Report Incorporating Post Primary Education & Further Education and Training

ETBI Principals and Deputy Principals Conference

The second annual conference for Principals and Deputies was held in Mullingar on 31st January and 1st February. The theme of the conference was Leaders' Learning. Areas addressed included learning and assessment, whole school guidance, wellbeing for students and staff, and leading on the green platform.

Principals Meeting

A meeting of Principals was held on 16th January, in Mary Immaculate College where planning for 18/19, safeguarding guidelines, draft leadership programme and parental engagement were addressed. The Deputy Principals joined for the afternoon session on Leading Inclusive Learning and the implementation of Circular 0014/2017 **Circular to the Management Authorities of all Post Primary Schools Special Education Teaching Allocation**. Dr. Joe O'Connell presented the overall Leading Learning and teaching Framework within LCETB, Dr. Finn O'Murchu addressed the integration of the new Special Education Teaching Model into SSE and LAOS and Dr. Joanna Fitzgerald considered the Special Education Needs Co-ordinator's role as both operationally and from a leadership perspective.

Safeguarding Legislation – Mandatory Reporting

Safeguarding Committee of LCETB met with nominees from the Principals Forum and also FET has met twice to consider the changes to existing Procedures further to the implementation of the Children First Guidelines on 11th December 2017. A training day for all Principals and Deputy Principals took place on Tuesday, 6th February addressing the main changes under mandatory reporting, with members of the safeguarding committee sharing examples of safeguarding statements, risk assessments and basic information for new school personnel. The Professional Development Service for Teachers (PDST) have the role of providing training for schools. LCETB's plans for training and support will be considered as more details of the PDST programme emerge. Clarification has been sought from ETBI regarding the changing role of Boards of Management in relation to mandatory reporting.

Leading Learning and Teaching Initiative

As part of the leading teaching and Learning Initiative a session for Curriculum Leaders was facilitated on Thursday 25th January with school sharing pertaining to SSE and DEIS.

Youth Work Plan

A draft of LCETB Youth Work Plan has been developed by the Youth Committee and also a specific sub-group to plan for the further development of voluntary youth work services in County Clare. A copy of the plan will be sent out in advance of LCETB meeting and an overview of the plan will be presented at the meeting.

Colaiste Ide agus Iosef

Coláiste Ide agus Iosef is delighted to be one of the chosen fifty schools to deliver Physical Education as a Leaving Certificate subject, beginning in September 2018. The new Leaving Certificate Physical Education examinable subject will have three assessment components. Sports psychology and skill acquisition techniques will be among the areas studied.

The Coláiste Ide agus Iosef Boys Under-19 team have reached the All-Ireland Basketball League Final after defeating Monasterevin, 62 - 58 in the National Basketball Stadium, Tallaght. The All-Ireland Final will be played in March. The Board wished them success.

Gaelcholáiste Luimnigh

Gaelcholáiste Luimnigh is delighted to announce that it has been successful in its application to the Department of Education and Skills to be included in the first phase of schools to offer Leaving Certificate Physical Education (LCPE) as an optional subject for examination and (SCPE) Senior Cycle PE for all Senior Cycle students.

The LCPE will be introduced from September 2018 for fifth year students at Gaelcholáiste Luimnigh. LCPE is an optional subject in which the students will study and are examined in, as part of the Leaving Certificate, with CAO points allocated accordingly. The new Leaving Certificate Physical Education examinable subject will have three assessment components:

- A physical activity project, (20%)
- A performance assessment (30%)
- A written examination. (50%)

Sports psychology and skill acquisition techniques will be among the areas studied. Students also learn to use ICT in an ethical and responsible manner as an integral part of learning and assessment. The CE paid tribute to all involved.

FET Division-Report

PLC

Limerick College of Further Education

The annual LCFE Open Day, held on 25th January, was a huge success this year with approximately 1,500 visitors attending. Visitors were afforded the opportunity to meet with teaching staff and avail of college tours to view the facilities.

LCFE Evening Programmes Prospectus, January 2018, was launched and there has been huge enrolment again this January with over 1,000 enrolled. There were over 1,800 learners enrolled in September. LCFE continue to run Study Group sessions to enhance the learning experience for their learners. LCFE is partaking in the TEL Action Plan which is being rolled out.

The LCFE School Visit programme has started this January with many schools already visited and many more visits are scheduled.

Staff are also engaging with the Enterprise Engagement Support Service of the FET Division and the Regional Skills Forum with a view of engaging with employers. Cllr. Elena Secas stated that it would be important that those within the local community should gain employment. The CE advised that focus would be on the Regeneration area.

The Erasmus Plus programme is up and running with staff and learners going to France in early February. Learners on the Photography course will have their Annual Photography Tour to France this year.

A mid-term review of the College's Strategic Plan is taking place measuring the Key Performance Indicators but also looking at it from the context of FET Division Strategic Framework and Limerick and Clare ETB Strategic Framework which is just launched.

New appointments have been made at Assistant Principal Level and management are reviewing the effectiveness of its middle management operations and management systems in general.

Youthreach

Northside Youthreach

Congratulations to Ronan Daly, Northside Youthreach learner, on receiving 3rd place in the Leaving Certificate Applied Graphics and Construction Studies last year. This is a fabulous achievement that LCETB will celebrate and promote over the next few weeks. Ronan will receive a commemorative piece in recognition of his exceptional achievement at an awards presentation to be held in GMIT Galway on Saturday March 10th 2018. He is now furthering his studies in LCFE.

Music Generation have just completed a CD with a number of learners as part of their Practical Achievement Task for the LCA.

FAI Player Development Course

There were double celebrations at the FAI Player Development Course funded by the Limerick and Clare ETB as two of their most recent trainees, Barry Cotter and Joel Coustrain, secured dream full time contracts as professional footballers.

Barry Cotter from Ennis came to the FAI ETB Player Development Course as a 16 year old, having shot to international attention due to his likeness to Brazilian superstar Neymar. Having left mainstream education at Junior Certificate level, Barry took part in initial trials and assessments in June 2015 and completed the course in July 2016. During his time with the programme, Barry achieved a QQI Level 5 in Sports and Recreation and continued his development on the training pitch. He was signed on a professional contract with Limerick FC and was part of the team that reached the 2017 FAI Cup semi-final. His eye catching displays in defence for the Shannonsiders alerted clubs in England and following a trial period in January 2018, he signed for Ipswich Town FC under the management of former Irish international captain Mick McCarthy. Barry joins former trainees to have signed professional contracts; Jason Hughes formerly of Limerick FC, Gary Shanahan of Galway United, Glasgow's Savannah McCarthy and recently Joel Coustrain of Shamrock Rovers. The Board paid fulsome tribute to Barry and Joel on their outstanding achievement.

The FAI Player Development Course, formerly FAI/FÁS, is helmed by Trevor Lovell and has been running out of the Further Education & Training Centre, Kilmallock Road Campus for the last nine years. This full-time 40 week programme target market is young men and women from across the region who wish to complete a QQI Level 5 in Sport and Recreation while training as footballers under the eye of UEFA A Licence coaches. The course is supported by Limerick Regeneration and has some of the highest progression stats in the Mid-west Region, graduates moving on to further education and full-time employment.

Current Leaving Certificate Applied, Year 2, learner, Cian Power has been selected for the Ireland Under-18 soccer squad. He had previously been on the Munster Under-18 squad. The

team played its first training game against Shelbourne Youths recently and he scored two goals. The Board paid tribute to Cian on his outstanding achievement.

'Moving On' Seminar 2018

On Friday 26th January, Clare Youthreach and Clare Youth Service (CYS) final year learners took part in a Careers Information and Support Seminar entitled 'Moving On' in the Old Ground Hotel. This half-day seminar has been taking place annually in Ennis since 2014 and it aims to provide guidance and support to those preparing to embark in further education and training or employment. 46 participants from each of the 5 Youthreach centres in Clare: Ennis, Tuamgraney, Shannon, Kilrush and Miltown Malbay, as well as learners from Clare Youth Service attended with centre managers and staff.

Josephine Dempsey, FET Youth Provision Coordinator with Limerick and Clare Education and Training Board was MC for the Seminar. The packed programme included presentations from Limerick and Clare Education and Training Board Managers; Martin Cournane and Colin Cummins as well as past learner presentation. Workshops were facilitated in Labour Market Skills, Mindfulness and 'Flying the Coop'.

The highlight of the Seminar was the delivery of the keynote speech entitled 'Harnessing the power of your mind to overcome your greatest fear' by Everest conqueror and Clare Man of the Year for 2018, John Burke. John spoke of his journey both mentally and physically in preparation for his Everest climb. Josephine Dempsey closed the Seminar by wishing all learners well in their life journeys. The event ended with a superb and well-received lunch in the hotel's restaurant.

VTOS

Clonroad Campus

The Community Care Integrated Learning programme with the Brothers of Charity Ennis, is one of the 24 Adult Learning Initiatives that has been shortlisted for the Aontas Star Awards 2018.

The STAR Awards are an awards initiative coordinated by AONTAS and celebrate the positive contribution that these initiatives make to individual adult learners, local communities and wider society.

The Brothers of Charity Ennis and Ennis VTOS have been shortlisted for Adult Learning Initiatives that promote Social Inclusion, for the ongoing Integrated Learning Programme which takes place in the Clonroad Campus. It has been shortlisted under the small/medium organisations category.

Breda Walsh (teacher) and Geraldine Shivers (learner rep) along with representatives from the Brothers of Charity are travelling to Dublin on the 8th of February to meet with the judging panel. Winners will be announced on the 5th of March.

Kilmallock Road Campus

The VTOS Leaving Certificate Science programme is very popular with learners and there is a very good progression route to both LIT and UL. VTOS offers both Physics and Biology and continues its excellent partnership with UL by utilising their laboratories. The photos show

VTOS learners participating in the labs in January. The UL President joined the Biology group for a photo opportunity and was very interested in their backgrounds and their studies and eager to continue this very constructive partnership. Another development in January for VTOS KRC was the number of work placements carried out (sixty in total) and the intention is to engage with LCETB and Enterprise Engagement Support Service to increase work placement and career planning provision for 2018-2019.

Hospitality Education and Training Centre, Roxboro

The Hospitality Education & Training Centre has started a new one year Pastry Course, City and Guilds due to a response to industry. They are first in the country to deliver this programme. Industry has a huge problem in getting pastry chefs.

Mid West Regional Skills Forum

Eimear Brophy LCETB was re-elected as Chairperson of Mid-West Regional Skills Forum for a second year at the MWRSF meeting on February 6th.

Mid-West Regional Skills Forum and LCETB met with Aldi re: design of career traineeship for low skilled employees. Further meetings are planned for March.

Enterprise Engagement Update

'LCETB supports Job Creation in Galvone, Limerick City' **Fifty New Jobs announced for Galvone in Limerick** 29 January 2018 Potential for Expansion as Private Sector Footprint in Regeneration Areas Grows.

Fifty new jobs are being created by an American manufacturing company Clenn Construction after Limerick City and County Council confirmed they will be establishing an operation in Galvone on the Southside of the city.

The company builds and manufactures modular houses and the opening of the business will be the company's first time investing in the Irish market.

The enterprise will be operational in 2018, initially employing 50 people, with the potential for expansion and the creation of an estimated 300 to 400 direct and indirect jobs over the next three to five years.

The jobs will be in the assembly of timber frame housing sections and the company will be looking for employees with a range of skills including roofing, tiling, plumbing as well as groundworks and machine operatives.

As part of the announcement, Limerick City and County Council and LCETB is looking at the skill-set which will be required by the company and will work with Limerick and Clare Education and Training Board and the Department of Employment Affairs and Social Protection to identify potential employees.

This approach mirrors that which is being applied to the film and hospitality sectors in Limerick, which have proven to be hugely successful.

LCETB will commence work on this project in March.

Limerick and Clare ETB Enterprise Engagement with Kostal Ireland Ltd.

LCETB will participate in Limerick for Engineering Showcase on 1st March @ Shannon Airport. LCETB Training Centres and Information Recruitment and Guidance service will host an interactive information stand and local apprentices will participate in Q & A session.

LCETB will work with Kostal Abbeyfeale to develop a pilot traineeship in “Digital Skills for the Digital Age”. The programme will be piloted with a cohort of twelve learners in the FET Centre, Abbeyfeale Campus in Spring 2018.

National Apprenticeship Competition

LCETB has a number of entries from the Training Centre and Hospitality Centre in the National Apprenticeship Competition 2018. Briefing for the National Apprenticeship takes place in The Engine, Cecil Street, Limerick with Dr. Mary Liz Trant, Executive Director SOLAS.

Dell EMC new mentorship initiative for third level female students named STEM Aspire

Dell EMC has begun rolling out a new mentorship initiative for third level female Learners based in Limerick, Cork and Dublin named STEM Aspire. This programme is geared at encouraging female learners to complete their studies and to consider careers in the STEM (Science, Technology, Engineering and Maths) fields.

On Tuesday 13th February Dell EMC will host an **All-Ireland STEM Aspire Event** at the Dell Limerick Campus and Eimear Brophy will attend this event.

This is the 2nd year of their mentorship program connecting 3rd Level female STEM students of UL & LIT to female Role-models within DELL.

Technology Enhanced Learning

- An IRG Hub is established in the FET Centre, O’ Connell Avenue Campus with Touchscreen Kiosks;
- An online GDPR course developed in partnership between FET & Corporate Affairs to enable rollout of GDPR training to all staff;
- Digital Badges are now awarded to all attending centrally organised Professional Development opportunities;
- Nine key actions identified as part of TEL Action Plan & Implementation process established to co-ordinate implementation;
- A Mac Lab is setup in Kilmallock Road Campus;
- Significant investment in TEL Resources including hardware (PCs, Laptops, Tablets etc.) Software (Adobe, Signagelive, Surveymonkey etc.) as part of TEL Action Plan;
- Signagelive is installed in all FET Centres throughout Limerick and Clare as a Communication Resource.

6. Draft Youth Work Plan 2018-2021

The Youth Officers for Limerick and Clare ETB, Ms. Cora Foley, Ms. Jackie Dwane, Mr. Seamus Bane, presented to the Board on the draft Youth Work Plan for 2018-2021. In doing so, they outlined the Process and Priority Goals. The Board paid tribute to the work and in particular referenced the importance of the process. On the recommendation of Cllr. Lisa Marie Sheehy, seconded by Cllr. Richard O'Donoghue, the Youth Work Plan 2018-2021 was adopted. The Board highlighted the important role of the Youth Officers and the significant work being done in communities. It was agreed that the Youth Plan would be emailed to all Members following meeting.

7. Finance, For Adoption

On the proposal of Cllr. Liam Galvin, , seconded by Cllr. Kieran O'Hanlon, the Financial Report for January was adopted.

On the proposal of Cllr. Gabriel Keating, seconded by Cllr. Lisa Marie Sheehy, the Audit Committee Report was adopted.

The revised 2016 Annual Accounts were adopted on the proposal of Cllr. Michael Hillery, seconded by Cllr. Liam Galvin.

8. Board of Management Minutes:

On the proposal of Cllr. Gabriel Keating, seconded by Cllr. Michael Hillery, following Board Minutes were adopted by the Board:

- a) Coláiste Chiaráin, Croom
- b) Thomond Community College
- c) Colaiste na Trócaire, Rathkeale

9. For Appointment – Diocesan/Bishop's Nominee to Colaiste Mhuire, Askeaton Board of Management

On the proposal of Cllr. Elena Secas, seconded by Cllr. Kieran O'Hanlon, Canon Patrick Comerford who is rector of Askeaton, was approved as Trustee Nominee to Colaiste Mhuire, Askeaton Board of Management.

10. Any other Business with the permission of the Chairperson

On the proposal of Mr. Tony Brazil, it was agreed that an update on Buildings would be presented at the next Board meeting. The CE gave an update on the following projects;


- New School Croom: Tender Report being prepared for submission to DES. Cllr. Richard O'Donoghue advised of progress in relation to link road.
- Gaelcholaiste: Architects are finalising design and discussions ongoing re access from Pa Healy Road.
- Ennis Community College: Significant progress on same and in particular the parking issue and cladding.
- Killaloe Community College: current build on schedule
- Colaiste Iosaef, Kilmallock: current build on schedule
- Ennistymon: The CE advised that there were significant issues in relation to this project in particular the request from Council re change of design. The Board noted that this was a Rapid Build Project and that the ETB had no control over same.

Following discussion on recent media coverage on various events, it was agreed that a briefing note would issue in advance, where possible, to advise Members.

Cllr. Liam Galvin queried the payment of expenses to Board of Management Members and the Finance Officer advised that she would look into the matter.

Next meeting: Tuesday, 20th March, 2018, in Limerick Training Centre, Raheen, Limerick.

(Signed) GEORGE O'CALLAGHAN,
Chief Executive

Signed: 
Chairperson of meeting held on 20th March, 2018.