



MINUTES OF MEETING 20th March, 2018
In Limerick Training Centre, Raheen, Limerick.

Present: Ms. Lisa Marie Sheehy, Chairperson
Ms. Joan Aherne
Mr. Tony Brazil
Cllr. Ann Norton
Cllr. Michael Donegan
Ms. Mary Flanagan
Cllr. Liam Galvin
Cllr. Mary Howard
Mr. Gordon Mewis
Cllr. Richard O'Donoghue
Cllr. Kieran O'Hanlon
Cllr. Elena Secas
Cllr. Cathal Crowe
Ms. Catherine Harran De Parra
Cllr. Marian Hurley
Mr. Dónal O'hAiniféin

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. Aileen O'Sullivan, Recording Secretary

In the absence of Mr. Sean McMahon, Chairperson, Cllr. Lisa Marie Sheehy, Vice Chairperson, took the Chair.

1. Apologies/Condolences

Apologies: Mr. Sean McMahon
Mr. Michael Cregan
Cllr. Michael Hillery
Cllr. Gabriel Keating
Ms. Ann Nicholas

Condolences: Votes of Sympathy were passed to the following;

- Ms. Yvonne Devine, Hazelwood College, Dromcollogher, on the death of her father, John Greene.
- Mr. Kieran McNamara, Limerick Training Centre, on the death of his brother, Nigel.
- Ms. Caroline O’Grady, Desmond College, on the death of her father, Jimmy.
- Ms. Aine Sheerin, on the death of her aunt, Clara Betts
- Ms. Sheila Roche-Fitzgerald, Raheen Training Centre, on the death of her aunt Breda O’Connell
- Ms. Shelagh Graham, Marshal House, on the death of her mother, Mabel O’Toole Hayes
- Ms. Catherine Gleeson, Marshal House, on the death of her aunt.
- Mr. Brian Clarke, Kilmallock Campus (VTOS) on the death of his father, Martin.
- Mr. Willie King, Hospitality Education and Training Centre, Roxboro, on death of his father, Mr. William King.
- Mr. Gerry Madden, Limerick Training Centre, on the death of his mother, Rita Madden.

2. Adoption of the Minutes of the Previous Meetings

Minutes of Meeting held on 20th March, 2018, were confirmed and signed on the proposal of Cllr. Elena Secas, seconded by Cllr. Mary Howard.

3. Matters Arising from the Minutes

None

4. Correspondence

DEPARTMENT CORRESPONDENCE

CL 0014/2018
8th March, 2018

Re: Application of measures in accordance with Public Service Stability Agreement 2018–2020 (Extension of Lansdowne Road Agreement) in respect of all Staff other than Teachers and SNAs employed by ETBs – Option to revert to Pre-Haddington Road Agreement (HRA).

CL 0018/2018
9th March, 2018

Re: Management of Safety & Health, including Fire Safety, in Primary and Post Primary schools

9th March, 2018

Re: Acknowledgement from Minister for Education and Skills regarding Religious Education in Schools correspondence.

On the proposal of Cllr. Ann Norton, seconded by Ms. Catherine Harran De Parra, Circular Letters were adopted.

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

EDUCATION REPORT

Safeguarding Legislation – Mandatory Reporting

Training to ensure both schools and Centres have their safeguarding statements in place for 11th March has been completed. Schools and Centres are now commencing the process of risk assessment and developing additional policies in relation to the new safeguarding requirements.

Staffing Appeal

The Staffing Appeal for resources for Post Primary Provision for 18/19 has been completed to ensure we have sufficient resources for quality learning experiences for students and learners.

Youth Work - Value for Money Sample Projects

The Department of Children and Youth Affairs has approved the augmentation of the Croom Youth in Action Project to a two worker service to at risk young people.

Interviews were held on 6th March for the new Youth Value for Money Project in Garryowen and Limerick Youth Services and Garryowen CDP were the preferred organisation for delivery of this new service.

Exploring Leadership

The first of two initial seminars was held on Saturday, 10th March, for teachers who are interested in exploring leadership. Seventy four attended and there is a waiting list of seventy. Further sessions are planned. The Programme was delivered by the Education Officer and Principals.

Risk Management Seminar

A Risk Management Seminar for School Principals and key staff members was provided by IPB in Radisson Hotel on 27th February.

Section 29s

Nine Section 29 Appeals have been received. Eight of these are in relation to non-enrolment and one regarding permanent exclusion. Please see reports for consideration and adoption from Section 29 Appeals Committees.

The adoption of the reports from the Section 29 Appeals Committee was proposed by Ms. Joan Aherne and seconded by Cllr. Marian Hurley

EAL Workshop

The first of a series of workshops for primary, post primary and youth workers working with students for whom English is an additional language was held in Kilmallock Road Campus on 14th March. The workshop is exploring how to create an inclusive school culture and also language assessment skills. Further workshops are planned.

Colaiste Mhuire, Askeaton

PE Pilot

Coláiste Mhuire is delighted to be one of the schools selected to pilot the new Leaving Certificate PE exam subject. In addition, Coláiste Mhuire is the only school in the country involved in the production of the digital resource that will be used by all schools in the pilot. The NCCA have spent two days already in the school filming and developing this resource with a group of very enthusiastic students.

Pop-up-Workshop

Ms McAuliffe, Ms McMahon, Ms Hogan, Ms Elligott & Ms M. O'Brien held a pop-up-workshop day in the school in February as part of the Learning Schools Project and the Curriculum Leaders project. They set up stalls showcasing various teaching strategies and methodologies and provided advice and resources for their colleagues. It was an excellent day of professional dialogue and engagement.

Munster Champions

The Coláiste Mhuire, Junior Girls Soccer team won the Munster Junior Soccer Challenge Cup on February 21st. However, the girls were very unfortunate to have to play the All-Ireland semi-final the very next day which they lost, despite a very gallant effort. Well done to Ms Trant & Mr Danaher for coaching the team.

YSI at the Dragon's Den

TY students Caoimhe Dolan, Conor Scannell, Ellen O'Sullivan and Tara Dolan impressed the YSI Dragons in Cork with their pitch for funding for their project on Direct Provision. They secured €500 which will go towards developing their board-game and storybook and some money will go to Doras Luimní for the education of children living in Direct Provision.

FET Division-Report

PLC

Limerick College of Further Education

Art & Design learners from LCFE received accolades in the Limerick Smarter Travel Poster design competition with Geri Hayes being placed first.

The Coláiste na Trócaire learners were on campus to partake in the **LCFE College Experience**. The group got to meet with teaching staff from each of the LCFE Schools to gain

an insight into what courses are available, attend ICT workshops and visit specialist teaching rooms.

Learners from Limerick College of Further Education spent three weeks on Work Experience in Rennes, France this February. Work Experience is an integral part of most courses provided at Limerick College of Further Education. It enables those involved to develop skills in their vocational area and competencies through periods of work-based training.

The Annual LCFE Learner Survey has been rolled out this week. This survey is an extremely valuable source of information for LCFE Staff and Management and plays a strong part in future decision making.

The LCFE School Visit programme is up and running with many schools already visited and many more visits scheduled.

LCFE is also currently attending many Careers Fairs throughout the Limerick and Clare region.

YOUTHREACH

O'Connell Avenue

Workshops were undertaken by LCA with residents of Daughters of Charity. These included a centre visit and reciprocal visits by Daughters of Charity service users. This provided key cross curricular links between Childcare modules and Home Economics in the LCA programme. There was a Jigsaw mental health organisation workshop for all centre learners. There was a very successful 6 word story competition as part of internet safety week. Learners are now attending indoor rock climbing and golf driving ranges as centre activities.

Kilmallock Road Campus

As part of their Business and Enterprise studies, learners from LCA 1 undertook a major enterprise project with the assistance of the Business Teacher, Art Teacher & LCA Coordinator. LCA learners undertook a major project of making, marketing and distributing 200 hundred Easter Eggs in decorative baskets to customers inside and outside of the Campus. As well as the learnings gained from the project; documented in their portfolios, profits from the enterprise were returned to learners (hence the added interest by them in the project).

As part of the Work Experience Programme for LCA, LCA 1 & 2 Learners have under the direction of the LCA Coordinator and Centre Key Working Staff completed a two week work experience at a number of business and social venues across Limerick City.

VTOS

Kilmallock Road Campus

In response to the need for more career-oriented provision and to enhance recruitment locally, VTOS KRC has started a new Key Skills for Work course which provides an introduction to a range of career areas including IT, Science, Animal Care, Health & Fitness, Woodwork as well as English and Maths. 14 new learners have commenced this week and they are very pleased with the choice of subjects offered.

The Leaving Cert Geography class participated in a field trip to Lahinch. This 'extra-curricular' dimension to provision is very satisfactory and rewarding for the learners.

VTOS Co-ordinators in KRC have been participating recently in the FAR Strategic Performance Agreement meetings in order to set up employment/progression/certification targets for the next three years.

Scariff Campus

East Clare VTOS, together with BTEI, Literacy Provision County Clare & Community Education had their annual awards ceremony in Scariff on Wednesday 7 March 2018. The evening was very much enjoyed by all & was a great celebration of learning.

Literacy Provision – County Clare

- Under the Clare County Council Cultural and Creative Strategy for Heritage, Literacy Provision County Clare is working with Council on Mapping a Local Area project. Following on from the introductory heritage workshops last year and the partnership with the County Heritage Officer and the Curator of Clare Museum Literacy Provision County Clare have acquired funding for a new Heritage Course/Project. They are planning “Know your own Place”(Tuamgraney, Scariff, Mountshannon), which will be a practical local heritage audit course which will include an introduction to geology, biodiversity, natural heritage and archaeology and developing local heritage projects.
- Right to Read Campaign kicked off with the Library Service in Ennis. This is a national campaign and Literacy Provision County Clare hopes to work with both schools and the library to promote this initiative.
- On 1st February Literacy Provision County Clare held certificate event for those refugees and migrants attending classes in Ennistymon in Falls Hotel.
- Miltown Malbay focus was on setting up part-time programme classes: Promotional fliers were sent out before Christmas. They were distributed in the community after Christmas. Articles in two local papers resulted in Cora O’Grady being interviewed on local radio Eiri Corca Baiscin for further promotion. A total of 78 people responded, 33 people offered 4 courses currently with 5 more courses set to start shortly.
- On 18th January Literacy Provision County Clare attended Tourism East Clare Business and Networking Launch in Kilkishen Cultural Centre and hope to provide the initiative with education and training supports through Skills for Work.
- Week 5th – 9th March have a wide range of events ready to offer for Aontas Adult Learners with Creative Writing and Fun Science workshops: How women won the right to vote, Ciorcail Chomrá Ghaeilge (Irish Speaking Circle); Planting herbs; How to make the most of

your smartphone. These encourage new learners to try out a class and hopefully to continue on learning. Learners who achieved certification during the year will be presented with their certificates during this week at Celebration of Learning events in Scariff, Kilrush, Shannon and Ennis.

Community Education – Limerick City

The Limerick City CEF along with three members of LCEN and the Limerick Lifelong Learning Facilitator went on a study visit to Cork to learn about the Learning Neighbourhood concept with a view to piloting it in Limerick. Limerick is similar to Cork in that while there is a strong tradition of community-based learning there is a spatial element to educational disadvantage which in Limerick has been described as an education 'gap' and a legacy of low education in the city especially in Regeneration areas.

The Learning Neighbourhood initiative aims to assist local education networks and organisations to showcase and develop lifelong learning opportunities through a range of initiatives including raising awareness of opportunities for learning, developing new initiatives and supporting promotional activities.

The group from Limerick visited two areas of Cork City, Mayfield and Ballyphehane where Learning Neighbourhoods have been successfully piloted. They heard about how the Learning Neighbourhood had developed, who was involved and the benefits to the local people. In those areas the initiative has included diverse local bodies including schools, community centres, sports clubs, youth groups, day care centres, community guards and the local Credit Union.

Limerick Community Education Network will hold a facilitated workshop on Learning Neighbourhood on Wednesday 21st March, 2.30p.m @ UL Access Campus, LEDP, Roxboro Road as part of the Limerick Lifelong Learning Festival. The workshop will include a presentation about the Cork experience of Learning Neighbourhood.

Community Education - Clare

24 courses up and running since Jan 1st ranging from Community Music, Horticulture, Introduction of Arabic, Spanish, Woodcraft, Arts and Crafts, Mindfulness and IT in a number of community venues right across the county. While courses are themed, specific attention is given to personal development, personal/interpersonal skills, communication skills, team working, confidence building and active citizenship.

Kilrush Men's Shed

The latest project the men have undertaken is the design and manufacturing of their own bee hives for local honey production. The project began by inviting local bee keeper Fintan Ryan to come and give a talk to the group. Fintan explained how the bee hive works and what skills and tools the men would need in the manufacturing of the hives. After much conversation and negotiation, agreement was reached to manufacture the 'Rose Hive Design'. Manufacturing and production is going well with a huge enthusiasm amongst the group to begin 'hour honey' making process. The hives, when finished will be placed in the Community Garden in Kilrush thus bringing another dimension to the garden.

Ennis Men's Shed

Congratulations to the members of Ennis Men's Shed who received their certificates at the Ennis Celebration of Learning held in the Templegate Hotel on Monday the 5th of March 2018.

Ennistymon Community Arabic

Members of the community of Ennistymon and surrounding area have come together to learn basic Arabic. They are doing this with the aim of supporting, providing skill and facilitating integration of a number of Syrian families who have recently moved into their community, eg. one on one literacy and numeracy support & homework club support.

IT

IT classes have commenced in both Ennis and Shannon with plans in place for progression to certified learning.

Music Generation – Limerick

Music Generation Limerick City ran its largest ever camp in the Creative Centre on Cecil Street, with 50 young people from across the city aged 9-13. This is what happened - <https://www.youtube.com/watch?v=wnc1UEbseLE&feature=youtu.be>

Music Generation – Clare

National School Programme

After a successful pilot from October to December 2017, the new National School Programme, a creative composition based programme, was launched in two West Clare schools – Moyasta NS and Cree NS. The children in both these schools are preparing to record their compositions next week.

Secondary School Programme

Following a series of free 45 minutes showcases in secondary schools around the County, this six week programme commenced in Mary Immaculate Secondary School in Lisdoonvarna, followed by St Caimin's Secondary School in Shannon and Kilkee Community College. At the end of the programme, learners are left with a unique piece of work that is recorded for them to use at school occasions or at events within their community.

Ennis Instrumental Hub

The current 15 week term of centralised instrumental tuition takes place every Wednesday in the Cuan Feasa building in the Clonroad Campus. Tuition is offered in violin, bodhrán, guitar and concertina with an option to rent instruments at very affordable rates. This Hub is proving very successful since its inception in October last year and there is currently a waiting list of interested learners.

North Clare Strings Programme

This 15 week programme was recently established to give access to national school children attending schools in rural parts of North Clare. Two schools, Carron NS and Tubber NS, are

currently receiving weekly violin tuition from Music Generation Clare tutor Rachel Conlan. Both these schools have availed of the option to rent the violins for the duration of the programme.

Holy Family Senior School – Primary Strings Programme

A total of 65 children attending Holy Family Senior School receive on-going weekly violin tuition during school time from Music Generation Clare violin tutor Ciaran Collins. End of term performances are usually very well attended by the children's parents and Music Generation Clare strive to also offer them performance opportunities outside of their school where possible.

Burren Children's Choir

Weekly practice continues to take place in both the Community Centre and Mol an Oige, Ennistymon for over 60 enthusiastic young singers from twelve schools all over North Clare. Last month some of the choir performed some original work at the Courthouse Gallery in Ennistymon.

Limerick Lifelong Learning Festival

Limerick's Lifelong Learning Festival makes an exciting return to the city and county for its eighth consecutive year during the third week of March. With over 200 events and activities to entertain and involve people of all ages, this year's festival promises to be as engaging as previous years. The 2018 Limerick Lifelong Learning Festival takes place from Monday 19th to Sunday 25th March and was launched on Monday 5th March in the Limerick City and County Council Corporate Headquarters by Mayor of the City and County of Limerick, Cllr Stephen Keary, accompanied by the Chairperson of Learning Limerick, Eimear Brophy of Limerick and Clare Education and Training Board.

The weeklong festival is organised by the Learning Limerick Steering Group, which represents the main stakeholders involved in promoting learning across Limerick City and County. Along with the annual festival's tagline of 'Communities, Connecting, Learning' the theme for the 2018 festival is 'Limerick Together for Equitable and Inclusive Learning'. Speaking at the launch, Mayor Stephen Keary said: "Limerick Lifelong Learning Festival is giving people the opportunity to dip their toes back into learning, hoping to ignite that dormant spark. What is very heartening to see is that all the agencies and stakeholders are working very closely in partnership to make sure the Limerick Lifelong Learning Festival is the best it can be." Chair of Learning Limerick, Eimear Brophy, said: "On behalf of the steering group, I would like to express my thanks to all the various event organisers for planning the fantastic events scheduled for this year's festival. I also wish to acknowledge our sponsors who provide vital funding to run the festival each year. I look forward to attending lots of the events during the week and encourage everyone to also get out there and participate in this great celebration of learning."

All events throughout the week are again free of charge and available for everyone. Learning is promoted as fun with events including performances, taster sessions, tours, displays, lectures, walks, demonstrations and workshops. The events take place right across Limerick in

a variety of indoor and outdoor venues, including on water and in libraries, museums, colleges, resource, family and community centres, parks and on the streets. Events include 'Easter Laughs & Crafts' in East Limerick locations, 'Digital Skills' with Mobile IT in Bruree, 'Learn to be a hands-on Archaeologist!' in Limerick City Museum and an 'Introduction to Animation' with Limerick School of Art & Design to name just a few! There are hundreds of events on varied topics ranging from Business, Drama, Maths and Sports to guided tours, exhibitions and workshops across the city and county. All events are listed in a daily schedule in the free 2018 Festival Programme booklet.

Learning Limerick is a member of the UNESCO Global Network of Learning Cities, which is an international policy-oriented network providing inspiration, know-how and best practice. Limerick was honoured to receive the UNESCO Learning City Award in 2017. The flagship event for the festival this year will be the International Learning Cities Seminar which will be held in ENGINE Limerick on Wednesday 21st March. Invited representatives from partner learning cities and regions will include Cork, Belfast and Bristol Learning Cities. Partners will share learning region updates and good practice on promoting equitable and inclusive learning. This seminar will offer a wonderful opportunity to explore partnership initiatives with other learning cities and regions.

Free copies of the 2018 Festival Programme are now available throughout Limerick and on www.limerick.ie/lovelearning, with daily updates also on Facebook 'Limerick Lifelong Learning Festival' and Twitter @LimkLearnFest

Cllr. Marian Hurley commended Ms. Eimear Brophy and her team on the success of this event.

Limerick for Engineering Showcase

The Mid-West Limerick for Engineering showcase took place on March 8th in Shannon Airport. This event offers learners in School, Further Education and Training, Guidance Counsellors, Parents and Teachers an opportunity to meet more than 30 Engineering Companies in the Mid-West. The Showcase was attended by over 1000 people and Learners were able to witness cutting edge technologies and demonstrations by full time Engineers and Apprentices and receive firsthand information about career paths in Engineering.

Ms. Joan Aherne congratulated LCETB on this successful event.

The Mid West Careers Fair was held on Tuesday March 6th in the Southcourt Hotel. Jobseekers attending the event got an opportunity to meet with local companies actively recruiting from multinationals to local small and medium sized enterprises. A wide variety of jobs were available across many sectors. Career advice was also offered to Jobseekers from a panel of qualified and experienced Intreo Officers and LCETB personnel were present on the day.

Mid-West STEM Alliance

The second meeting of the STEM Alliance took place on 20th February. The STEM Alliance is an industry led project which aims to encourage young people to become engaged and interested in STEM, and to promote awareness and understanding of the relevance of STEM in everyday life as well as the career opportunities that exist in the Mid-West Region. The STEM Alliance involves the 19 ETB schools in partnership with local industry and the Mid-West Regional Skills Forum.

6. Capital Projects Update

The Head of Capital and Procurement gave an update on Capital Projects to date. The Chair thanked him for his presentation. Cllr. Richard O'Donoghue commended him on the work he has put in to managing all these projects. Cllr. Cathal Crowe, Cllr. Elena Secas, Cllr. M. Hurley also commented on these projects. Cllr. Ann Norton congratulated LCETB and expressed her appreciation for the amount of money being spent on education and employment within the region.

7. Finance, For Adoption

On the proposal of Cllr. Michael Donegan, seconded by Mr. Dónal O'hAiniféin, the Financial Report for January was adopted.

On the proposal of Cllr. Michael Donegan, seconded by Mr. Dónal O'hAiniféin, the 2017 Annual Report of the Audit Committee Report was adopted. The Audit Committee gave assurances a review of the effectiveness of internal control had been conducted and agreed at their meeting of 20th February 2018, and recommended the Chairperson signs the Statement of Internal control.

The 2017 Annual Accounts were adopted on the proposal of Mr. Tony Brazil, seconded by Cllr. Liam Galvin. The Finance Officer presented the 2017 Draft Annual Accounts, which had been presented to the Finance Committee earlier today.

The Report of the Chairperson to the Minister for Education & Skills was also presented along with the Statement of Internal Control. The Finance Officer drew attention to the section on procurement compliance.

Mr. Tony Brazil, Chair of the Finance Committee, stated that the Finance Committee had reviewed the accounts and recommended their adoption. He thanked and acknowledged the work done by the finance department in having these accounts prepared within the timeframe.

The 2018 Service Plan was also reviewed at the Finance Committee and the Board adopted the Service Plan on the proposal of Cllr. Mary Howard, seconded by Ms. Mary Flanagan.

8. For Appointment

On the proposal of Cllr. Cathal Crowe, seconded by Cllr. Elena Secas

Cllr. Mary Howard

Cllr. Ann Norton

was appointed to St. Caimin's Community College, Shannon, Board of Management.

On the proposal of Cllr. Ann Norton, seconded by Cllr. Mary Howard, Jackie Dermody was appointed as Parent Nominee to Ennis Community College.

9. For adoption, Board of Management Minutes

On the Proposal of Cllr. Richard O'Donoghue, seconded by Cllr. Marian Hurley, the following Board Minutes were adopted by the Board:

- a) Desmond College, Newcastlewest
- b) Colaiste na Trócaire, Rathkeale
- c) Colaiste Chiarain, Croom
- d) Castletroy College

10. Any other Business with the permission of the Chairperson


Cllr. Cathal Crowe requested an update on South Clare Youthreach. The Chief Executive informed him that it is still under review.

Cllr. Marian Hurley congratulated Castletroy College on the "Pay it Forward" initiative and commended them on their work.

The Director of FET informed the Board about the recent Limerick School of Music concert at St. Mary's Cathedral which was a tribute to the late Dolores O'Riordan. The concert is going viral.

Next meeting: 17th April, 2018 in St. Joseph's Community College, Kilkee, Co. Clare.

(Signed) GEORGE O'CALLAGHAN,
Chief Executive.

Signed: 
Chairperson of Meeting held 17th April, 2018.