



MINUTES OF MEETING 4th DECEMBER, 2018
In Hospitality Education and Training Centre LEDP,
Unit E, Roxboro Road, Limerick.

Present: Cllr. Mary Howard, Chairperson
Ms. Joan Aherne
Mr. Tony Brazil
Mr. Michael Cregan
Cllr. Cathal Crowe
Cllr. Michael Donegan
Ms. Mary Flanagan
Cllr. Liam Galvin
Cllr. Marian Hurley
Mr. Gabriel Keating
Mr. Gordon Mewis
Cllr. Ann Norton
Cllr. Elena Secas
Cllr. Michael Hillery

In attendance: Mr. George O'Callaghan, Chief Executive
Ms. Shelagh Graham, Director of Organisation and Development
Ms. Bernadette Cullen, Director of Schools
Mr. Paul Patton, Director Further Education & Training
Ms. Mary Troy, Head of Finance
Mr. Denis O'Brien, Head of ICT & Corporate Services
Mr. Eamon Murphy, Head of Capital & Procurement
Ms. Aileen O'Sullivan, Recording Secretary

1. Apologies/Condolences

Apologies: Ms. Ann Nicholas
Cllr. Kieran O'Hanlon
Cllr. Lisa Marie Sheehy
Mr. Sean McMahon
Mr. Donal O'hAinfein

Condolences:

- Ms. Helen Pearse, Kilmallock Road Campus, on the death of her uncle, Mr. Eddie Stapleton
- Ms. Noelle Westropp-Bennett, Colaiste Iosaef, on the death of her sister, Ms. Alex Long

- Ms Rosemary Kelleher, Colaiste Mhuire, Askeaton, on the death of her father Mr. Pat Mortell
- Mr. Richard Flannery, Colaiste Chairain, on the death of his father Mr. Rory Flannery
- Ms. Tracey Boylan Fitzgerald, Colaiste na Trocaire, on the death of her mother Ms. Teresa Boylan
- Ms. Lorna Bunyan, Colaiste na Trocaire, on the death of her grandmother, Ms Ellen O'Connor
- Sheila Reidy, Thomond Community College, on the death of her father Mr. Tom Byrne
- Ms. Dympna Dunk SNA, Thomond Community College, on the death of her mother Ms. Josephine Millane
- Family of the late Anne Kirke – former teacher St. Nesson's Community College (Thomond College)
- Mr. Brendan Ryan (VTOS, Kilmallock Road Campus) on the death of his mother-in-law, Maureen Hogan.
- Ms. Rachelle Guiry, former teaching staff, on the death of her husband, Mr. Patrick Kennedy.
- Mr. Karl Quinn, Core Skills, Co. Clare, on the death of his aunt, Ms. Joan Chaplin
- Mr. Eoin Joy, Colaiste Ide agus Iosef, Abbeyfeale (brother) and her mother Ms. Bridget Joy (previously Co. Limerick VEC) on the death of Ms. Miriam Joy Fitzgerald.
- Ms. Joanne O'Brien, Marshal House, on the death of her uncle, Mr. Jim Treacy

2. Adoption of the Minutes of the Previous Meetings

Minutes of Meeting held on 16th October, 2018, were confirmed and signed on the proposal of Cllr. Michael Hillery seconded by Cllr. Marion Hurley

3. Matters Arising from the Minutes

There was no matters arising

4. Correspondence

Department Correspondence

- CL 0065/2018**
25th October 2018 Re: Acting-Up Arrangements and Acting-Up Allowances for All Staff Other than Persons Employed As Teachers and Special Needs Assistants in Education and Training Boards.
- CL 0067/2018**
November 2018 Re: Consolidation of arrangements for the offer of severance terms in the Civil and Public service.
- CL 0068/2018**
November 2018 Re: Prescribed material for Junior Cycle Irish – clarification in respect of circular letter 0035/2018.
- CL 0069/2018**
November 2018 Re: Prescribed material for Junior Cycle Irish – clarification in respect of Circular Letter 0036/2018.
- CL 0079/2018**
November 2018 Re: Arrangements for the Implementation of the Framework for Junior Cycle with particular reference to school year 2018/2018.
- 15th October 2018 Re: Department of Education letter confirming entitlement of an additional 12 WTE posts to LCETB.
- 13th September
2018 Re: Minister for Education letter appointing Ms Ashling McGrory and Mr Paul Cashin as student representatives on the Governing Body of Limerick Institute of Technology.

On the proposal of Ms. Mary Flanagan, seconded by Cllr. Elena Secas, Circular Letters were adopted.

OTHER CORRESPONDENCE

- 16th October 2018 Re: letter from Brendan Burke – Hazelwood College advising of new parent representative on the Board of Management Ms Delores Collins, who is replacing Ms Betty Cotter.

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

EDUCATION REPORT

Circular 0013/2018 Religious Instruction and Worship in ETB Schools & Circular 0062/2018

ETBI are developing guidelines on Religious Education in ETBI Schools which should issue shortly and will provide clarity on the various Circular Letters and their implications.

Principals Meeting

A meeting with Principals was held on 20th November with consideration of national issues, safeguarding, risk register, Leading learning and Teaching and the Admission to Schools Act 2018, The Deputy Principals were present for the afternoon session for a workshop on core values for ETB schools was facilitated by Mr. Seamus Conboy of ETBI.

Leading Learning and Teaching Working Group

A working group meeting was held on 14th November ninety visits to schools were provided by the team in 17/18 with support for School Self-Evaluation, DEIS and Assessment. There is a focus for 18/19 on the dissemination of work of Curriculum Leaders and also a pilot student engagement project in Croom and Ennis.

Digital Leaders

Training for trainers' session for digital leaders was delivered on 18th October and on 26th November the first training in Office 365 was delivered.

SEN Task Group

The SEN Task group met on 10th October and is progressing the work with the six pilot schools in mapping provision in line with Circular 0014/2014 Special Education Teaching Allocation. School visits to support the Special Education Needs Co-ordinator in mapping current provision are underway.

Section 29 Appeal

A section 29 appeal refusal to enrol in relation to an application for Thomond Community College was received and resolving under local resolution.

Youth Work

Limerick and Clare Education and Training Board wishes to invite applications from voluntary youth work organisations to develop and deliver a youth employability initiative in one or more of the three selected areas as outlined below. The initiative will be delivered over the course of 2019 for completion by 31st December 2019.

The aim of the project will be to identify and engage with a group of young people aged 16-24 years (with a particular emphasis on reaching those between 16-18 years of age) who are not engaged in education, training or employment.

Area 1: St. Mary's Park, Limerick City

Area 2: West Limerick

Area 3: West Clare

A separate application form must be completed in respect of each chosen area.

The project will support target young people to attain a level of confidence and agency to engage in currently available education or training programmes or services as already exist in the Limerick and Clare region, or on to employment where appropriate.

The successful applicants must be able to demonstrate:

- Expertise in using youth work methodologies to develop soft skills of participating young people and will use a mix of one-to-one work, group work and coaching/mentoring to enhance these skills. These soft skills are defined as:
 1. Communication skills,
 2. Confidence and agency,
 3. Planning and problem-solving,
 4. Relationships,
 5. Creativity and imagination,
 6. Resilience and determination,
 7. Emotional intelligence.
- A proven track record in working with the target group.
- A flexible approach to engaging hard to reach young people.
- Experience of working to national youth policy frameworks and strategies for children and young people.
- Experience in utilising mentoring and advocacy approaches in their work with young people.
- Experience in measuring outcomes achieved by young people engaged in youth work initiatives over a period of time.

Proposals must:

- Emphasise additionality and non-duplication of services currently provided by youth projects or other services in the given areas.
- Be broadly sustainable and demonstrate value for money
- Clearly indicate how the project will address the needs of the young people in the prescribed area to support them to achieve their potential, gain economic security and opportunity and be connected, respected and contributing to society.

An essential element of the initiative will be to facilitate a youth-led evaluation at the end of the project to inform appropriate responses to the needs of young people engaged in the programme and young people who would benefit from a similar initiative in the future.

FURTHER EDUCATION & TRAINING REPORT

YOUTHREACH

FET Centre – Kilmallock Road Campus

The Centre has reached its target of enrolling 25 Learners for this year 2018–2019 with data uploaded unto PLSS. The Centre is also planning to provide individual counselling 1 day per week to learners. The Centre Proposal to management to take on an additional 5 learners has been approved.

In addition to offering the Junior Certificate and Leaving Certificate Applied Programmes, the Centre offers Key Working. An Active Leisure programme is also on offer. After the Mid-Term, LCA 2 will commence a 2 week work experience placement. An information pack has been developed by Guidance Counsellor for same. Also, PLSS updated to reflect learners attending the Centre.

FET Centre – Shanagolden Campus

All information/promotional material regarding Shanagolden Youthreach has been developed in correspondence with Patrick Hogan under LCETB Branding for future press release. Contact has been made with Liz Curtin (year head) in Pallaskenry Secondary School 5th, and referrals obtained from her to Youthreach LCA programme. Wrat 4 assessment and learning support have been put in place for learners.

A New Learner Induction pack has been developed for new learners. All staff have been trained on same, and an agreement of code of behaviour has been assigned to centre rules and put into action as of September 1st 2018. Key developments of centre upgrade: - newly painted centre, new canteen furniture added to an improved learning centre environment, and changeover of oil heating system to gas, for energy efficient SEI improved building.

PLSS training was carried out by Raymond O'Brien with the coordinator, and full time staff teacher. All learners were inputted via FETCH as part of ICT classes.

FET Centre - Hospital Campus

Centre Bus - The purchase and branding of a new minibus for the centre was completed in October. This was made possible by the granting of significant funds from Limerick and Clare Education and Training Board, and a contribution from the JP Mc Manus Benevolent Fund. The maiden voyage of the mini bus took place on 24th of October, when learners and staff attended the YR Fest in the National Sports Arena in Dublin. The distinctive branding on the bus will be a significant advertisement as it travels around East Limerick every day. Twenty seven use the centre bus to travel to the centre. The bus was also present at the Mid-West Apprenticeship and Traineeship Careers Showcase, Great National South Court Hotel, on Tuesday 6th November, and the Advanced Certificate Craft Presentation, Radisson Blu Hotel & Spa, Friday 9 November.

Tidy Towns - The centre was recently presented with the Hospital Tidy Towns Perpetual Trophy for 'Best Overall'.

Leaving Certificate Applied learners took up the challenge as part of their Practical Reflection Task. The work was then coordinated by teacher Claire Ryan, who organised and supervised learners each year in maintaining and adding to the work portfolio. Work included creating and maintaining window boxes, making wooden signage and name signs for trees planted on centre grounds. A research project on butterflies, taking part in a Bee Hotel making project, and information signs erected with research results was also involved.

Under the auspices of Limerick and Clare Education and Training Board the centre was chosen to be part of an energy efficiency and conservation project which attracted a substantial amount of funding. This entailed a significant upgrade of the centre. The building itself had extensive 'phase one' work carried out in the summer of 2017 in order to improve its energy rating and efficiency. The building was subsequently painted, and coupled with magnificent flower box arrangements, the building has an impressive look, and as a result received the 'Best Overall' prize in the Hospital Tidy Towns competition. The award was officially presented to the centre on Friday 19th of October by members of the Tidy Towns Committee. Martin Cournane attended the presentation.

FET Centre - Watchhouse Cross Campus

Enrolment for LCA1, LCA2 & QQI Level 3 is ongoing. All students have had WRAT assessments. Staff members have attended training in the following areas: - ETB Finance/HR/LCA Tasks and PLSS/FARR.

FET Centre - Ennis Campus

As part of Mental Health week learners from Ennis and Shannon had a full day of activities in the Burren Outdoor Education centre. Learners participated in Team Building activities, Kayaking and Rock Climbing. This was another opportunity to amalgamate learners from both centres prior to the formation of Mid Clare Youthreach in 2019.

Ennis Youthreach Staff continuing TEL Training with Brendan Ryan. Focus this year is Office 365. Twelve months of TEL training has been completed, which staff are finding very beneficial in their teaching and programme planning.

Staff participated in QA Training in End of August – "QA Marking Seminar"

Clare Music Generation is providing music classes to Youthreach learners. As a consequence, a "Music Appreciation" programme is now being delivered in the centre. This programme will allow all learners achieve an accredited QQI Level 3 Minor Award.

FET Centre - Kilmallock Road Campus

European Vocational Skills took place from November 5th to 9th. The Centre has reached its target of enrolling twenty five Learners for this year 2018– 19 with data uploaded unto PLSS. The Centre is also planning to provide individual counselling 1 day per week to learners. The Centre Proposal to management to take on an additional 5 learners has been approved.

In addition to offering the Junior Certificate and Leaving Certificate Applied Programmes, the Centre offers Key Working. An Active Leisure programme is also on offer. After the Mid-Term, LCA 2 will commence a 2 week work experience placement. Pack developed by Guidance Counsellor for same.

VTOS

FET Centre - Kilmallock Road Campus

The VTOS Annual Awards ceremony was held at the Absolute Hotel, and certificates were presented by the Deputy Mayor, Councillor Vivienne Crowley to the learners. Photographers from both the Limerick Post and Limerick Leader were in attendance, and VTOS received excellent publicity coverage in these newspapers. Three teachers from LCETB participated in two ERASMUS+ meetings in Vienna in October. The RISE Project (Realising Integration through Social Enterprise) and the DEMOS Project (Democracy & Equality Matters for our Society) are both run under the co-ordination of Limerick City VTOS. Austria is the lead partner of both.

Michelle Benson, a VTOS teacher, participated in an international ESOL conference in Austria. She was selected by LEARGAS, and represented ETB at national level in Austria.

The Leaving Cert Biology students participated in their mandatory field trip to Killarney National Park, and it was a very enriching learning experience for them, with great photographs as

evidence of same. Employer engagement continues with the organisation of Work Placements for our Care, Retail, Office Administration, and Arts & Craft & Design learners.

VTOS staff continues to utilise the Haddington Road/Croke Park arrangements to hold essential staff meetings, and to liaise regarding programme and learner development.

COMMUNITY EDUCATION

FET Centre – O’Connell Avenue Campus: Three staff from the Community Education programme are currently undertaking online training courses which are provided by An Cosan Virtual Community College in conjunction with Carlow IT and Aontas. These are QQI L7 Transformative Community Education and Collaborative Training for Community Education, which focuses on Quality Assurance within community education in the context of QQI Re-engagement.

The annual Cluster planning meeting for Community Based Part Time Programmes in Limerick City was held on November 7th in the UL Access Campus in Roxboro. This is a key event in the planning cycle of community-based education in the City. The timing of this meeting has changed from April to November to match the Solas funding and reporting calendar-year schedule. Thirty people attended the meeting, including representatives from community organisations, and Home School Community Liaison Co-ordinators. The agenda included inputs from Community Education, Core Skills, BTEI and Guidance service about Solas targets, and new initiatives within each provision/service. The LCEN development worker provided feedback from a community perspective on community-based education over the last year.

There were two information inputs from the Active Inclusion Support Service and concerning Apprenticeships and Traineeships. The morning concluded with facilitated discussions in small groups about the opportunities within community-based education in the coming year, to strengthen links with broader FET provision, and to implement new strategies to address gaps in provision.

Co. Clare: 938 learners have engaged with Clare Community Education and Training since the 1st of Jan 2018 with plans to progress up to 20% to certified learning within FET. All learners engaging in Clare Community Education and Training provision have access to the Adult Guidance Service both as a group, or as an individual, and this has contributed greatly to their further education and training plan.

All programmes delivered are designed in consultation with the learners and their communities, and learners are met where they are at, in conjunction with local needs identified. While provision is themed, all programmes incorporate personal/interpersonal skills, confidence building, communication skills, team working, active citizenship and community development/participation.

Community Education Clare facilitated Q3 Clare Learning Network meetings for Ennis, North, South, East and West Clare. Meetings were very well attended by members such as Clare Library, Turas Nua, DEASP, Employability Clare, local FRC's, local Co-Op's, CE Scheme Supervisors, Citizens Information Service, Brothers of Charity, Clare County Council and LCETB. These meetings provide a forum for local planning / discussion.

Planning for 2019 will take place over the coming weeks – Community Education Grants Scheme.

CORE SKILLS

Co.Clare - Miltown Malbay

Through the Active Inclusion Support Services and Skills for Work programme a HACCP (Hazard Analysis and Critical Control Points) course was delivered in the newly refurbished West Clare Resource Centre, Miltown Malbay, Co. Clare, on Monday 5th November. Following on from this, are plans for courses in, Retail, IT, Hospitality, SPSV (Small Public Service Vehicle), Taxi driver and Chauffeur exams in 2019.

Kilrush: Working in conjunction with Active Inclusion Support Services, there is great interest in the Innovative Maritime Programme. Proposed Modules include: Navigation Mathematics/ Chart work, Rope work/ Splicing, Boat Handling, Tides/ Meteorology, VHF Radio Operations, Safety at Sea, Diesel Engine Maintenance, Traditional Boat Building.

Ennis: National Family Learning Tutor Training was held in Ennis, Co. Clare on November 1st and 2nd with 18 attendees.

BTEI

Limerick City: Flexible, Part -Time Learning with Back to Education Initiative (BTEI) works out really well!

This year, as part of a QQI Level 5 Computer Systems and Networks Award, BTEI Limerick City are running Operating Systems Level 5 for the first time. This class provides an opportunity for

participants to embark on a really interesting career in IT support systems work, and it gives a great progression route for learners from other IT modules within BTEI. Stories like John's below, a learner on this course, give a flavour of how practical provision such as this attracts a wide variety of learners.

John Murray returned to Further Education after completing Skills for Work/Career Planning course run in the Further Education and Training Centre, in O' Connell Ave in 2015. John is working full-time in a logistics role with a Government Agency for the past 30 years, but he has never had the chance to gain a qualification to match his work experience. When he found out about this module, he took his chance and now says that *'the flexibility of coming back to education on a part-time basis with the Back to Education Initiative really suits me'*. He has taken on the Operating Systems module this year, and has set his sights on completing the full award in Computer Systems and Networks by 2019. John finds the supports provided by BTEI very encouraging, and is really enjoying being back in the learning environment. This positive start in learning again for John has really helped him to decide on his future plans, and he hopes to progress in his work, and progress an ICT degree in the future.

MUSIC GENERATION

Limerick City: Music Generation Limerick City (MGLC) hosted Music Generation Cork City's rap program who joined forces with their rap program as part of this year's Make A Move Festival. An industry seminar was attended in the Music Generation Creative centre, and later performed at a showcase in The Record Room.

Over the Halloween midterm MGLC ran three camps, a three day Limerick voices song writing and band camp, a music technology camp which was hosted in Kilmallock Road Campus, and finally a camp partnered with Limerick Autism.

MUSIC GENERATION

Clare: A new instrumental Hub in Ennistymon Vocational School commenced on Monday 8th October with an intake of 30 new learners in bodhrán, violin, concertina, banjo and guitar. On 10th October in St Anne's Community College, Killaloe, another new hub commenced offering 36 learners tuition in guitar, ukulele and bodhrán.

Also on 10th October, the new Music Generation Clare Band was launched with a free trial session to prospective learners in LCETB's Clonroad campus. This Band replaces the Pop and Rock Orchestra and hopes to recruit previous Pop and Rock learners, as well as new learners

of all ages with intermediate playing ability. In partnership with Clare Youth Services, the Creative Hub kicked off a new term on 13th October, offering both Clare Youth Service learners and Music Generation Clare learners the opportunity to improve their song writing and performance skills. Plans are underway for another new instrumental hub in Kilkee, as well as a new harp programme. It is hoped that both these programmes will commence after the mid-term break.

ENTERPRISE ENGAGEMENT SUPPORT SERVICE

Mid-West Apprenticeship App: Congratulations to ETB colleagues on their success in the recent validation of three new Apprenticeship programmes. **CMETB** successfully developed a Level 6 Original Equipment Manufacturing apprenticeship validated in collaboration with LCETB. **MSLETB** had their Level 5 Craft Butcher apprenticeship also validated. **CDET**B have recently commenced their newly validated Auctioneering & Property Services apprenticeship.

Workplace Mentoring Programme: A new Workplace Mentoring Programme is being piloted to mentors for the newly validated apprenticeship programmes. Three workshops have been held to date. Feedback from employer partners has been very positive.

Wind Turbine Technician Consortium Steering Group: Kerry ETB hosted their Wind Turbine Technician CSG meeting. A very exciting new programme in development led by some of Ireland's leading energy organisations. This programme, subject to validation should be commencing in mid-2019.

Monitoring and Enhancement Panel: The ETB Sectoral Monitoring and Enhancement Panel is being established to support coordinating providers, and the key stakeholders involved in new apprenticeships. The panel will engage with Kerry ETB as coordinating provider of the Commis Chef Programme, collaborating providers, CSG, Apprentices, Tutors and Mentors. The panel will assist and advise Kerry ETB Quality Council on quality assurance enhancements.

Writers Symposium: Limerick Clare ETB as Coordinating Provider of the Hairdressing Professional apprenticeship which is under development hosted a very successful 2-day Writer's Symposium this month, which will form the basis of the new curriculum.

Apprenticeship and Traineeship Careers Showcase

Limerick and Clare Education and Training Board held its first apprenticeship and traineeship 'Careers Showcase' in partnership with Regional Skills Mid-West on Tuesday, 6 November in

the South Court Hotel, Limerick. This interactive event targeted at learners, guidance staff and other teachers, parents and jobseekers was to allow attendees to find out more about what apprenticeships and traineeships involve, and to speak with instructors and industry experts. The focus of this event was to provide better understanding, knowledge and accessibility to participants of FET vocational training routes as viable career options. Both traditional craft and new post-2016 apprenticeships were represented by; Limerick and Clare ETB, Tipperary ETB, the aviation sector, Irish Medtech Association, Accounting Technicians of Ireland, Engineers Ireland, Hospitality and many others. Traineeships were also represented in many industries. Doors opened at 11am and the event was attended by hundreds throughout the day, arriving by bus from schools across the Mid-West including; St Anne's Killaloe, St Munchin's Limerick, Desmond College, Coláiste Chiaráin, St Caimin's Shannon, CBS Clonmel, Newport College, Coláiste Iosaef, Thomond College and various Youthreach and Community Training Programmes across the region. A competition entered by completing an evaluation of the event has provided excellent and positive feedback. Feedback has been extremely encouraging and reaffirmed the success of the event. A student and guidance counsellor won the I-Pads.

Celebrating the Explore Programme

Celebrations were held on Thursday, 8 November, in the Engine to mark the end of the Explore Digital Skills Project. The Explore project, co-ordinated by ESSS, was sponsored by the Skills Planning Enterprise Engagement Unit (SPEE) and MWRSF. The event was attended by Minister Patrick O'Donovan who complimented the collaboration of Mid-West Regional Skills forum and Limerick and Clare Education and Training Board in managing this initiative. This initiative targeted older long-term employees in the manufacturing sector who have not participated in training. Over 40 participants from 14 companies took part including; Kostal, Modular Automation, Duggan Systems, Weener Plastics and Analog. Employees individual digital skills' levels were assessed to identify projects identified and employees were guided through personal development plans through off-site workshops, in-company coaching and online. The aim of the programme was to engage employees in lifelong learning and its success can be measured through the 46% of participants who have signed up for accredited or non-accredited further education or training. Amongst the group, 7 participants are starting a computer skills course, 2 have enrolled in ECDL and 2 are taking UDEMY online courses so that they can then start a CAD training course. Other courses participants have signed up to are in Excel, Pneumatics, Photography and Business Studies. Success of the project is that it has achieved what it set out to achieve and has transformed confidence and work practices. One company department has now become paperless and has implemented a new health and

safety system and another participant has created a digital system for the warehouse. A second phase is scheduled to take place in January.

PLC

FET Centre – Limerick College of Further Education

LCFE welcomed many guests on their first year participating in Culture Night - September. There was a range of successful and enjoyable workshops organised on the night.

Health & Well-Being Week took place in October with guest seminars on a wide range of topics from Mind to Matter, Consent, Digital Citizenship and Drug Awareness. Each morning fruit and water were available free to learners, with the week finishing on a positive note, with the Cheerio's ChildLine Breakfast Morning, where there was a range of breakfast foodstuffs available.

The LCFE Soccer had a fantastic win in their inaugural match against CIT in the Rustler Colleges and Universities Football League. Best wish to the team for their next match against Waterford College of Further Education. Former LCFE learner, Ailish Considine, stole the show this autumn. The dual GAA star has signed for the Australian Football League Women's Adelaide Crows team. Ailish studied Art & Design and Sports, Recreation & Exercise at LCFE, and all wish her every success for the future. As part of the Erasmus Plus Programme, LCFE were happy to welcome a group of 12 learners from Birmingham South & City College in October. Erasmus Plus is the EU's programme to support education, training, youth and sport in Europe which is open to individuals and organisations.

LCFE Graduation was held at the end of the month with over 250 graduates being conferred on the day. College Principal, Mr Pat Maunsell is quoted as follows: *"We live in a fast-paced, global environment today, and no doubt the future will present challenges for you as it does for us all. I advise you to continue your education and up-skill when required to prepare you for the many career shifts you may encounter over your working lives. As you know well, education is a lifelong process and does not end today. There are so many opportunities today to continue your education – choose one which best suits your circumstances."*

SKILLS TRAINING

FET Centre – Raheen Business Park Campus: A course for employability skills for the Build environment is currently well under way to being developed. The stakeholders involved are Shareridge, Roadbridge and Matilda's Planet. This will target young unemployed in

disadvantaged areas. The Raheen Campus worked with LCETB to host an Erasmus learner on work experience from Birmingham. Work is progressing with Screen Training Ireland and Troy Studios to develop a traineeship in Media Production

In the engineering sector, meetings have been held with Takumi, Croom Precision Engineering, Duggan Systems and Hassetts Engineering, and all are on board for a publicity initiative to promote traineeships in CNC and Machine Tool Operations. The Raheen Reporter, the biweekly newsletter for the campus has now gone electronic. This newsletter gives updates on all major projects on campus as well as staff news.

HOSPITALITY EDUCATION AND TRAINING CENTRE

Industry management course QQI level 6 - 8 months "Industry has released duty managers for upskilling in management". Erasmus - 8 trainees and 2 instructors will be travelling to France in Feb/March 2019. New barista certification programme will be starting for all industry suppliers (waiting on confirmation from City & Guilds).

Ms. Bernadette Enright, Centre Manager, Hospitality Education and Training Centre, welcomed members to the Centre and outlined the range of courses being run at the Centre. She informed the members of the number of trainees who progress through the Centre and the high employment rate from attending these courses. She outlined the successful collaboration between the Hospitality Centre and University of Limerick. The Hospitality Centre has forged many strong links with the Hotels Industry, Vintners, Diageo etc. with a view to building on these courses and assisting learners in being placed in the relevant industries. The Centre is being recognised as a first rate centre for hospitality training.

Ms. Enright thanked the management and staff in LCETB for their support.

Cllr. Mary Howard thanked Bernadette for her presentation and hospitality and also congratulated her on the number of awards the centre had achieved which was a testament to the success of the centre.

Cllr. Gabriel Keating mentioned the collaboration between the centre and the staffing of a hotel that is re-opening in Kilkee.

Cllr. Marion Hurley and Cllr. Elena Secas added their congratulation and re-iterated the achievements of the centre in such a short period of time.

Mr. Tony Brazil asked if anything had changed with regard to the embargo on staffing. The CE informed him that nothing has changed.

The Head of Capital & Procurement gave an update to members on all building projects being undertaken by the Limerick and Clare ETB and progress to date. He also outlined where the ETB has acted as a client for non-LCETB schools at the request of the Department of Education & Skills.

Cllr. Michael Donegan congratulated the Capital & Procurement Department on the new build at Coláiste Iósaef, Kilmallock and suggested that members hold one of their meetings in this building to showcase the excellent facility it is.

6. Finance, For Adoption

On the proposal of Cllr. Cathal Crowe, seconded by Cllr. Gabriel Keating, the Financial Report for November was adopted.

Mr. Tony Brazil raised the issue that we will be subject to significant bank charges for any monies held in our account and felt that these charges could be better utilised by our schools and centres. The Chair, Cllr. Mary Howard, asked if this could be escalated to the Minister given that all ETBs would be affected. The CE stated that he would raise this matter with the Minister at a meeting to be held on the 5th December.

Mr. Tony Brazil also asked if a state owned entity such as NTMA could handle our accounts. The Finance Officer outlined that in the past the VECs invested money with the National Treasury Management Agency but their brief had changed when the recession hit.

The Signatories for bank accounts will be any two of the following;

- George O'Callaghan,
- Shelagh Graham
- Mary Troy
- Denis O'Brien

The Audit Committee Report was noted.

7. For Adoption – Board of Management Minutes

On the proposal of Cllr. Michael Donegan, seconded by Mr. Tony Brazil, the following Board of Management Minutes were adopted.

- a. Colaiste Mhuire, Askeaton
- b. Colaiste Chiarain, Croom
- c. Colaiste na Trocaire, Rathkeale

8. For Noting: Proposed Calendar 2019 Meeting Dates

The proposed calendar was circulated to all members. Noted.

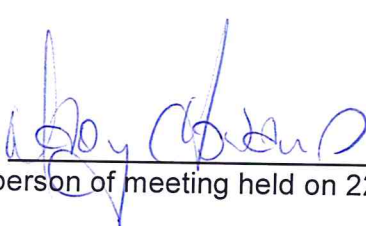
9. Any other Business with the permission of the Chairperson

Ms. Joan Aherne informed members that the turnaround time for processing applications for Youth Grants, which was discussed at last Board Meeting, was brought up at a meeting of the ETBI Forum. Concerns will be raised with the DCYA.

Next meeting: 22nd January 2019.

(Signed) GEORGE O'CALLAGHAN,
Chief Executive.

Signed:


Chairperson of meeting held on 22nd January, 2019.