



## MINUTES OF LIMERICK AND CLARE EDUCATION AND TRAINING BOARD

Held in Further Education and Training Centre, Raheen Campus,  
Raheen Business Park, Limerick V94 CV66

on Tuesday, 15<sup>th</sup> October, 2019 at 5 p.m.

**Present:**

Cllr. Kieran O'Hanlon, Chairperson  
Cllr. Clare Colleran Molloy  
Mr. Michael Cregan  
Cllr. Michael Donegan  
Ms. Elaina Fitzgerald  
Cllr. Liam Galvin  
Ms. Catherine Hehir  
Ms. Sheila Hickey  
Cllr. Gabriel Keating  
Cllr. Sarah Kiely  
Cllr. Joe Killeen  
Mr. Sean McMahon  
Cllr. Paul Murphy  
Cllr. Ann Norton  
Mr. Mark O'Dea  
Mr. Dónal Ó hAinifein  
Ms. Marian Petty  
Cllr. Elena Secas  
Cllr. John Sheahan  
Cllr. Brigid Teefy

**In attendance:**

Mr. George O'Callaghan, Chief Executive  
Ms. Shelagh Graham, Director of Organisation Support and Development  
Mr. Donncha O'Treasaigh, Director of Schools  
Mr. Denis O'Brien, Head of ICT & Corporate Services  
Ms. Joanne O'Brien, Recording Secretary, Corporate Services

**Apologies:**

Mr. Paul Patton, Director of Further Education & Training  
Ms. Mary Troy, Head of Finance  
Mr. Eamon Murphy, Head of Capital and Procurement

## **1. Introduction by Chief Executive**

Mr. George O’Callaghan, Chief Executive, in introducing proceedings, extended a very warm welcome to the newly elected members “from Bodies as per Section 30 (11) (b) of the Education and Training Boards Act (2013)”.

## **2. Appointment of Chairperson**

On the proposal of Cllr. Clare Colleran Molloy, seconded by Cllr. Michael Donegan, Cllr. Kieran O’Hanlon was elected Chairperson. Cllr. O’Hanlon took the Chair and thanked all Members.

## **3. Condolences**

- Ms. Fiona Mulcahy, School of Music, on the death of her husband, Brian, late of LCETB Prison Service.

## **4. Board Induction**

Ms. Shelagh Graham presented to Members. She briefed Members on the Strategy Statement and the vision and goals of Limerick and Clare Education and Training Board. Members also noted the organisational structure and respective Directors. Ms. Graham also stated the importance of adherence to the Code of Practice – circular letter 002/2019 and how this sets the standards for Board Members and Staff and also referred to the reserved functions of the Board. She advised Members on communications with Head Office and training that is being rolled out to Members on claiming of travel and subsistence expenses. The Chief Executive thanked Ms. Graham and advised Members to contact Head Office if Members needed any guidance or assistance.

## **5. Minutes of Previous Meetings of Limerick and Clare Education and Training Board**

Minutes from meetings held on 2<sup>nd</sup> October were adopted on the proposal of Cllr. Clare Colleran Molloy, seconded by Cllr. Michael Donegan.

## **6. Matters arising from Minutes**

None.

## **7. Correspondence from:**

### **Department of Education and Skills**

CL 0030/2019  
22<sup>nd</sup> May 2019

Re: Recruitment of Special Needs Assistants (SNAs) –  
Supplementary Assignment Arrangements for the 2019/2020  
year

CL 0031/2019  
21st May, 2019

Re: Diversification of Foreign Languages Provision in the  
Curriculum, Additional Allocation of Hours For Post Primary  
Schools Introducing Lesser Taught and New Foreign Languages  
In The School Year 2019-2020 Under languages Connect –  
Ireland’s Strategy For Foreign Languages In Education 2017-  
2026

CL0033/2019	Re: Revision of Capitation Grant Rates for Voluntary Secondary Schools in the Free Education Scheme
CL 0035/2019 24 <sup>th</sup> June, 2019	Re: Changes to the Career Break Scheme for Special Needs Assistants employed in recognised Primary and Post Primary Schools – employment while on Career Break
CL 0036/2019 June, 2019	Re: Guidelines on access to PLC for certain participants in the asylum process for the 2019/20 academic year
CL 0038/2019 July 2019	Re: Changes to the Domestic Subsistence Rates Effective from 1 <sup>st</sup> July 2019 Payable to Staff in Education and Training Boards
CL 0039/2019 July 2019	Re: Changes to the Domestic Subsistence Rates Effective from 1 <sup>st</sup> July 2019 Payable to Members of Education and Training Boards and Statutory Committees
CL 0040/2019 July 2019	Re: Fair Processing Notice to explain how the personal data of students in post-primary schools on the Post-Primary Online Database (P-POD) will be recorded, processed and shared
CL 0041/2019 1 <sup>st</sup> August 2019	Re: Public Service Stability agreement 2013-2020 (Haddington Road Agreement/Lansdowne Road Agreement) and the Public Service Pay and Pensions Act 2017
CL 0043/2019 August 2019	Re: Home Tuition Grant Scheme 2019/2020 – Special Education Component
CL 0046/2019 14 <sup>th</sup> August 2019	Re: Revision of Salaries for Special Needs Assistants (SNA's) with effect from 1 <sup>st</sup> September 2019
CL 0049/2019 14 <sup>th</sup> August 2019	Re: Revision of Salaries in respect of all staff other than teachers and SNA's Employed by ETBs with effect from 1 September 2019
CL 0050/2019 14 <sup>th</sup> August 2019	Re: Revision of Salaries of all staff paid directly by a recognised school or ETB with effect from 1 <sup>st</sup> September 2019
CL 0051/2019 16 <sup>th</sup> August 2019	Re: Recruitment and Appointment Procedures for Special Needs Assistants (SNA's)
CL 0053/2019 28 <sup>th</sup> August, 2019	Re: Exemptions from the study of Irish - Post Primary
CL 0054/2019 1 <sup>st</sup> September 2019	Re: Leave Schemes for Registered Teachers employed in Recognised Primary and Post Primary Schools
CL 0055/2019 23rd September, 2019	Re: Arrangements for the Implementation of the Framework for Junior Cycle with particular reference to school year 2019/20

CL 0056/2019 Re: Home Tuition Grant Scheme for children without a school  
O place for reasons other than special educational needs and  
n medical grounds

CL 0058/2019 Re: Advice on the use of assessment instruments/tests for  
23<sup>rd</sup> September, Guidance or for additional and special educational needs (SEN)  
2019 in post-primary schools  
O

On the proposal of Cllr. Liam Galvin, seconded by Cllr. John Sheahan, all Circular Letters were adopted.

## 8. For noting: Procurement Policy

The Board noted the Procurement Policy but expressed concerns with regard to support for local suppliers/businesses. The Chairperson advised members that this had been discussed at length by the previous Board. The CE, George O'Callaghan, advised Members that whilst the organisation must remain compliant in relation to procurement guidelines, every effort was being made to ensure local suppliers are supported as much as possible.

## 9. Chief Executive's Report

### Education Report

#### Establishment of two Community National Schools by LCETB

On 1 September, 2019, Limerick and Clare Education and Training Board and Lifeways Ireland announced that two of County Clare's most successful national schools, which teach using the Steiner pedagogy, have transferred from the patronage of Lifeways Ireland to the patronage of Limerick and Clare Education and Training Board on 1st September 2019. The schools transferred are Mol an Óige, Ennistymon, and Raheen Wood, Scariff. The new arrangement is providing a framework of support for the two schools, as well as enhancing the teaching and learning provided by the schools.

Under the new patronage arrangement the Steiner pedagogy in both schools will continue to be maintained. Lifeways Ireland will continue to advise the schools in relation to Steiner pedagogy.

The ethos of the Community National School model is very similar to the current ethos of the Steiner. Community National Schools are co-educational, multi denominational schools underpinned by the core values of excellence in education, care, respect, equality and community. The two schools are working closely with their new patron in further developing the ethos of the schools. The decision to transfer patronage follows an extensive period of review by the Board of Lifeways Ireland on its future role. The Boards of Management of the schools, as well as parents and staff, supported the decision following a consultation process that involved each of the school communities.

Limerick and Clare Education and Training Board very much looks forward to working closely with the management of the schools and with Lifeways Ireland to support the schools in their transition to Community National Schools and in the delivery of quality education using Steiner methodologies for which they have become justly renowned.

Shelagh Graham (Director of Organisational Support and Development, LCETB) led the induction process for both schools and organised a day of training in each school to

include inputs from Human Resources, Corporate Service, Finance, ICT, Schools Division and OSD.

The principals and staff of both schools are working extremely well with LCETB in the transition phase.

A review of the progress made to date is scheduled for 3 October 2019. ETBI has also developed an impressive suite of supports to guide schools which will be available to LCETB schools from October onwards.

### **Faoin Rannóg Scoileanna**

About Schools Division

Limerick and Clare Education and Training Board has responsibility for two (2) multi-denominational Community National Schools and eighteen (18) multi-denominational post-primary Community Colleges in Limerick and Clare.

The authority is also co-patron of four (4) Community Schools in its administrative region. In addition, through the work of three (3) Youth Work Officers and the provision of resources to youth work organisations in the region, the authority provides a co-ordinated framework that supports the development of a wide range of initiatives for the young people of both Limerick and Clare.

Principals and Deputy Principals Meetings

The first of four Principal and Deputy Principals meetings was held on Tuesday, 20 August 2019. It is the policy of LCETB Schools Division that Deputy Principals are included in meetings with Principals in promoting shared leadership of our schools. The evaluations of the meeting were very positive. There will be four official meetings of Principal and Deputy Principals each academic year with meetings/seminars for groups based on a need's analysis and training requirements.

### **Admission Policy Templates & Resource Pack for Schools**

The Director of Schools attended a meeting in ETBI, Pipers Hill, Naas, Co. Kildare on recommended approaches and considerations regarding admissions policies. ETBI Legal Services Unit provided excellent templates and very useful guides for schools. The Director of Schools has modified these templates and distributed them to all LCETB schools.

### **Handbook on Suspensions & Expulsions**

An LCETB school principals Handbook has been compiled to use as a useful guide with regard to suspensions and expulsions. This handbook has been circulated to all principals and will be beneficial to Boards of Management also.

### **Newly Appointed Principal/Deputy Principal Mentoring Programme**

A programme to support newly appointed principals and deputy principals is being introduced in conjunction with Organisation Support and Development Division (OSD).

### **Child Safeguarding Presentation for Schools**

A standard presentation for all staff of LCETB schools was created and distributed to all schools in August relative to child safeguarding and procedures for mandatory reporting.

### **Supports for Limerick and Clare Education and Training Board Schools Year Head Training**

A Year Head training programme has been put in place for all LCETB schools.

The work of the Year Head is essential in guiding students to the best learning and developmental outcomes.

### **Support Teams - Inclusive Education Workshops & Clustering**

The Support Team aims to support post-primary schools in the development of a whole-school systematic, collaborative and collective response to inclusive and special education.

The team will guide schools in their implementation of School Self-Evaluation (DES Inspectorate 2016) to develop a school provision map, reflecting current provision for learners with additional and special educational needs across the Continuum of Support (NEPS 2010).

Specifically, senior leadership teams, special educational needs coordinators (SENCOs) and Curriculum Leaders (CLs) will be guided in best practice to implement a cycle of School Self-Evaluation (DES Inspectorate 2016), informed by the "Looking At Our Schools Quality Framework" (DES Inspectorate, 2016), to develop a whole school provision map, reflecting current provision to support learners identified with additional and special education needs across the Continuum of Support (DES, 2017; NEPS, 2010).

All LCETB schools will benefit from this valuable support throughout 2019/2020, and the Support Team will work with schools in clusters in accordance with geographical location so as to minimise disruption to schools.

### **Digital Clusters**

Cluster meetings for teachers will take place on Tuesday afternoon, 24 September in a choice of venues based on whether schools require support and advice on Microsoft 365 or G Suite for Education. The purpose of this cluster model is to learn from colleagues in LCETB schools and to bring back knowledge and ideas to help embed technology into learning and teaching with fellow teachers. Central to this model, is the principle of allowing teachers in LCETB schools to collaborate and share ideas and best-practice with one another.

### **Curriculum Leaders**

Teachers in LCETB schools will continue to benefit from the training of Curriculum Leaders. The first training day for Curriculum Leaders will take place on Thursday, 26 September.

### **Section 29 Appeals Seminar for Limerick and Clare Education & Training Board Principals**

A seminar and workshop for principals on Section 29 Appeals has been organised to provide training for principals who act as Secretaries to their respective Boards of Management.

### **Subcommittees**

Principals and Deputy Principals are involved with subcommittees with regards to the important and dynamic areas of enhancing the service delivery of our schools. These subcommittees will meet to provide direction and advice to the creation of supports and interventions to help Principals and Deputy Principals;

- Risk Register including Safeguarding
- Health & Safety
- Special Education Needs
- Parents & Guardians
- Digital Strategy
- Scoileanna lán-Ghaeilge
- Curriculum Committee

## **Executive Leadership Programme**

The Executive Leadership Programme is a support for DEIS schools, designed and delivered by UL.

It will run over 6 days in three residential blocks, with the first of these on September 26-27, 2019, at the Galway Bay Hotel, Salthill, Galway.

## **Section 29 Appeals - Summer 2019**

- A Section 29 Appeal regarding an expulsion of a student from Coláiste Iosaif, Kilmallock was received in June 2019. This was resolved by local resolution to the satisfaction of the parent and school.
- A Section 29 Appeal for Ennis Community College proceeded to Hearing stage. The appeal was not upheld.
- A Section 29 Appeal regarding a refusal to enrol for St. John Bosco, Kildysart in July 2019. This was resolved at local level.
- A Section 29 Appeal regarding a refusal to enrol for Thomond Community College was received on 6 September 2019. Additional information has been requested from the parent of the appellant and is awaited.
- A Section 29 Appeal regarding a refusal to enrol for Thomond Community College was received on 11 September 2019. Local resolution was considered in relation to this student with another LCETB school and the appeal has been withdrawn.

## **Reducing Single Use Plastics**

In accordance with the directive from the Minister for Communications, Climate Action and the Environment, Minister Richard Bruton T.D. that no government department or agency should buy single-use plastic cups, cutlery or straws for use within their offices (Friday, 4 January 2019), LCETB schools have installed water fountains and advised parents/guardians and students to refrain from the use of single use plastics. Efforts are continuing to be as creative as possible in sustainable practices and procedures to reduce waste and effects on climate.

## **JigSaw - One Good School™ Initiative**

Four (4) LCETB schools are taking part in Jigsaw's One Good School™ Initiative. This initiative is designed to complement and contribute to the wellbeing agenda in schools and to support schools in their delivery of wellbeing as well as School Self-Evaluation, specifically focusing on the area of mental health. Jigsaw's One Good School focus is 'universal', focusing on all students, school staff and parents. In this way, it is hoped that schools that choose to engage in the One Good School™ Initiative will experience a programme of work that will support them in their mental health and wellbeing role. Additionally, there is the added advantage of participating schools having knowledge of and being familiar with Jigsaw's scope of practice and referral procedures for our clinical services to facilitate appropriate referrals as and when required.

The Director of Schools is extremely grateful to Gerard Linnane, Service Manager Jigsaw Limerick for all the encouragement and advice he has provided to LCETB and its schools.

## **Elevate Foundation**

The Director of Schools has met with Susan Quirke of the Elevate Foundation to discuss partnership links between the foundation and LCETB.

The Elevate Foundation was founded by John Burke and was successfully launched on the back of his adventure to the top of Mount Everest which he summited in 2017.

Elevate is a dedicated philanthropic fund which funds the very best mental health and well-being professionals in their field to connect with young people in Co. Clare, through schools and youth organisations.

Elevate fully funds mindfulness programmes, resilience workshops, powerful inspirational talks, emotional well-being workshops, youth community events, campaigns, youth counselling, the annual YouthFest well-being events, and other great initiatives as they arise.

Elevate's vision is to empower young people to develop the skills, awareness, confidence and opportunities they need to realise their greatest potential and to create a sustainable improvement in the lives and well-being of young people in Clare.

- The foundation is willing to fund trips to the LCETB Outdoor Education and Training Centres (The Burren and Kilfinane) for students who are marginalised, vulnerable or in need of a break from their settings.
- The foundation is also eager to provide talks for parents on managing exam stress and anxiety through a series of workshops.

## **Youthwork**

The Limerick & Clare Education and Training Board, in conjunction with Creative Youth, are delighted to inform the Board about a very interesting partnership between Youthreach and Troy Studios - 'Future FilmMakers'.

A presentation and information evening took place on Tuesday, 17 September in 'The Engine' (WPEngine) on Cecil Street. This evening outlined an exciting new training initiative that will be rolled out over the October midterm called 'Future FilmMakers'. This training will be for young people aged 18-25 years of age based within Limerick and Clare. There will also be a presentation delivered from the production company currently working from Troy Studios.

This first roll out of the training has the potential to lead to employment within the film industry, and Youthreach are hoping that this will result in potential progression routes into this much sought after industry.

## **LCETB Local Creative Youth Partnership, Progress Report**

A Local Creative Youth Partnership (LCYP) coordinator has been appointed by LCETB. Limerick and Clare LCYP has prioritised the following work plan for delivery in 2019:

- The development of a high level framework plan based on the voice of the child. To this end, consultations with children and young people, based on training proposed by Hub na nÓg, are taking place on a weekly basis in youth and community centres, family resource centres, youth arts settings and schools throughout all parts of Limerick and Clare. Feedback from this consultation process will guide the framework for Limerick and Clare's LCYP Plan.
- Identifying partners. Partnership being the cornerstone of the LCYP, potential partners are being identified and approached, with a view to establishing clusters of stakeholders, for programme delivery in specific areas. East Clare and West Limerick are emerging as rural locations with Ennis and Limerick City as urban points where

potential for such delivery mechanisms exist in the short term. Emerging partners, in such clusters, include many of LCETB's 18 Post-Primary Schools, 33 FET Centres, 2 Steiner Schools, Foróige, Limerick and Clare youth services, Clarecare, Limerick Social Services, School Completion Programmes, as well as some 300 community groups in the region associated with LCETB. Within the local authorities, Arts Offices, Library Services and Clare's pilot Rural Community Development Officers are valuable potential collaborators. The Local Development Company Network, Sports Partnerships and Learning Networks are also likely to become key partners as are arts and cultural bodies with a dedicated or strong youth focus.

- Initiating a sustainable, early years programme. Working in close collaboration with Childcare Committees, CYPSE, HSE Health Promotion, third level institutions and established arts bodies with a track record in early years delivery, research and feasibility is under way into an early years programme to begin in October. The NCCA and the Aistear Síolta Practice Guide are fundamental reference points for this programme with the voice of the child and the pivotal relationship between baby and carer being acknowledged as central.
- Future FilmMakers. This creative journey presents immersive experiences and training opportunities for young people in all aspects of film making and is being delivered in conjunction with Troy Studios. This project is being led out, in Limerick, by LCETB's County Youth Officer with Creative Youth supporting the initiative and facilitating its expansion into County Clare.
- Timeline for delivery of programme. Roll out of initial elements of the programme will commence in identified areas from September 2019. An additional programme of taster workshops will augment the main programme, responding to the expressed needs of young people met by the LCETB Coordinator, through the consultation process.
- Budgets. A draft budget for delivery of all of the above is currently under review by the LCYP Management team.

### **Development of Portal for Principals and Deputy Principals**

A portal has been developed, as part of the LCETB StaffConnect platform, to cater for Principals and Deputy Principals. This site contains links to all of the various external support websites and resources, a news section, upcoming events and calendar section, all policies, circulars and handbooks for schools and the LCETB Twitter timeline.

### **Limerick and Clare Education and Training Board help launch European Expo 2020 #EEexpo2020**

Limerick City and County Council, the Universities, Cultural Institutions, schools of Limerick and Clare Education and Training Board and local businesses are creating a European Expo 2020 starting in Limerick.

### **Launch European Expo 2020 #EEexpo2020**

Students of Limerick and Clare Education and Training Board schools; Castletroy College, Coláiste Chiaráin, Gaelcholáiste Luimnigh and Mungret Community College at the launch of European Expo 2020. Pictured with Joachim.Fischer (UL), Gordon Daly (Limerick City and County Council), Sheila Deegan (Limerick City and County Council), Kerstin Mey (UL) James Collins (Cathaoirleach of the Metropolitan District of Limerick), John Moran (RHH International, Chair of the Hunt Museum, LDA & #LiveableLimerick), Jill Cousins (Director, The Hunt Museum), Dr Loïc GUYON (MIC), Donncha O Treasaigh (Director of Schools -

Limerick and Clare Education and Training Board), Dr. Maeve Liston (MIC), Niall Sloane (St Mary's Cathedral).

The European Expo 2020 is a unique exploration of the importance of the European Union to its citizens. Over the course of 2020, it will showcase Irish and other EU cultures, through education, entertainment and information. It takes the form of exhibitions to educate people about the work of the EU institutions, debates about the issues facing the EU and the region. Central to this will be a programme of events highlighting the common ties which bind Europeans together. The year will also incorporate the hosting of an exhibition from the European Investment Bank Art Collection, called 'Belonging', to be based in venues across the city and curated by the Hunt Museum.

Several key partners (see below) have committed to bringing existing events under the European Expo banner;

- St. Mary's Cathedral staging Ode to Joy, the European Anthem and a celebration of the birth of Beethoven
- Kemmy Business School, UL and RHH International running a more high level understanding of the politics and institutions of the EU
- Limerick Council and City Council running the Bastille/Wild Geese Festival with the Honorary Consul for France
- A reunion of the UL Erasmus Alumni
- National celebrations such as Romania day
- The Art Business Europe conference
- A high level economics conference - Infiniti 2020
- LSAD second year students reflecting and interpreting the EIB Belonging exhibition
- Mary Immaculate College and the promotion of STEAM subjects across Europe
- Limerick & Clare Education Training Board Schools enhancing their links with other European schools through exchanges.

## **Buíochas**

### **Thank you**

I would like to thank Members of Limerick and Clare Education and Training Board for the very warm welcome I have received since my appointment to the role as Director of Schools. I am looking forward to working with this Board, and indeed, subsequent Boards, in enhancing the development and learning experiences and outcomes of all of our learners and staff. I relish the opportunity to update Board Members on the work and operation of our schools and colleges in the Schools Division.

## **VTOS**

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

VTOS leaflets were distributed to relevant centres around Limerick. A number of meetings were held with Intreo and Turas Nua staff regarding the planned new courses for September. Turas Nua have advised that they require learners trained for Call Centres and agreed that VTOS KRC will deliver the Call Centre Operations award in September and Turas Nua will supply potential learners.

Some new learners have applied for 2019-2020 courses in KRC, however enrolment remains slow.

About 60% of 2018-2019 learners will be progressing onto further or higher education or into employment.

A working group of VTOS staff has developed new draft numeracy assessment materials for the autumn as Maths provision presented many challenges over the past year.

Over forty learners sat different subjects in the Leaving Certificate exams at Kilmallock Road Campus. VTOS offers nine LC subjects: Maths, English, History, Accounting, Business, Economics, Art, Physics, Biology. Learners also sat LC exams in Polish, Russian, French and Arabic. A number of learners also sat Junior Cert exams.

VTOS is looking to repeat the delivery of Reading Horizons for 2019-2020. Reading Horizons was a TEL pilot initiative during 2019-2020 which is an English Language learning online programme. The main challenge will be the licence costs.

Advertisements were put out for a new Resource person for Kilmallock Road Campus under the AISS. This new post will be of great benefit in VTOS and the role will involve outreach work, learner mentoring and support, guidance and course delivery. Additional AISS hours will be provided for three new initiatives: these are courses targeting lone parents, long-term unemployed males and young people progressing from Youthreach. The range of courses will include Maintenance Skills, Engineering, Care Skills, Retail etc. The Active Inclusion Support Service is sponsoring a number of initiatives for 2019-2020 (above). The intention is to strengthen local community engagement and increase the profile of Kilmallock Road Campus.

Over 600 QQI portfolios in a wide range of subjects were put forward for external authentication in May. Learners received their results in June.

VTOS is preparing for the PLSS transition to Kilmallock Road Campus whereby our courses will be promoted at a campus level.

VTOS is developing a new attendance monitoring system for 2019-2020. The intention would be to replace the traditional class registers and make attendance tracking more efficient and accurate.

### **Teaching English to Speakers of Other Languages (TESOL)**

2019 to date has seen a packed calendar of professional development- mostly in response to strategic needs identified by the organisation. The below examples give a flavour of activities.

- A new Universal Design for Learning Joint Initiative is being piloted by the PD Support Service, Active inclusion Support Service and TEL Support Service with inputs from AHEAD and UL. 24 people are participating and the outcome will be that teaching staff will get to redesign one of their courses or an element therein using the principles of UDL. Successful participants will be awarded a national digital badge in UDL from AHEAD.
- 14 participants completed a Level 6 in Teaching English to Speakers of Other Languages (TESOL 1). This was delivered by Waterford Institute of Technology. TESOL 2 commences in September. This is part of our Integrated Language, Literacy and Numeracy (ILLN) Action Plan
- The FET Division have currently six Erasmus Plus Projects in train, two learner mobility projects, two staff mobility projects and two practice sharing partnerships. There are seven staff have/are attending training in Tallinn, Birmingham and Sweden as part of our ILLN E+ Project. There was also a very successful visit to Birmingham Further Education College earlier in the year. The FET Division through VTOS Limerick will be hosting a transnational meeting of the RISE social enterprise project in autumn. Two members of staff are participating in national research around language and Erasmus Plus.

### **FET Centre, Scariff Campus**

VTOS Provision's application to the NALA Student Development Fund was successful. The €550 awarded was used for a day trip for learners to Craggaunowen and lunch out in Bunratty. A very enjoyable day was had by all.

VTOS Scariff would like to wish the three learners who are moving on to LSAD and the one learner who is moving on to LIT every success in the new chapter of their education.

### **FET Centre, Shanagolden Campus**

FET Centre Shanagolden Campus successfully completed QQI certification with 11 learners this June. Three learners achieved QQI Level 5 Information Processing award. One learner is progressing to LIT studying Automobile Technology Level 6 and the others to part time work. The remaining learners achieved component certificates in Bookkeeping, Customer Service, Business Calculations and Painting and will be returning to complete their award next term.

The centre finished our year with the annual art exhibition at Newcastle West County Library entitled "Meanderings".. The event was opened by artist Dermot McCarthy which was attended by Director of FET and the Further Education and Training Manager, learners, their families and staff. The evening was a celebration of the creative learning over the past year under the guidance of the tutor. The learners produced pieces in acrylic, mixed media, pastel on canvas and paper.

All learners successfully completed work placements in June. One learner worked with Local Link in Newcastle West and has been offered summer work there."

### **FET Centre Kilmallock Road Campus**

Co-ordinator of Part Time Programmes Limerick East represented Limerick and Clare Education and Training Board at a networking event around the PEIL Healthcare programme on June 25th in Mitchelstown Co. Cork. This programme is funded through the Department of Justice and ESF and focuses on upskilling women distant from the job market. The programme commenced in January 2018 and the first cycle of learners have just completed their full major award in Healthcare Support. The programme is a joint collaboration between Ballyhoura Development Ltd (BDL), South East Cork Area Development (SECAD), Limerick and Clare Education and Training Board and Cork Education and Training Board which programmes running in Kilmallock, Mitchelstown and Middleton.

The event was hosted by BDL and Mr Conor Ryder, EU Funds Unit, Department of Justice and Equality and Ms Catherine Ormsby of the European Social Fund were also in attendance.

Limerick and Clare Education and Training Board and Cork Education and Training Board have joined BDL and SECAD as full partner applicants for the next cycle of PEIL funding in this area.

### **CORE SKILLS**

FET Centre, Ennis Campus

Reading the Landscape final evening took place in Kilrush recently. Learners showcased the wonderful work they put together over the course.

On 17th June, NALA filmed a Core Skills learner and group class in Ennis for a forthcoming video due out nationally in autumn to encourage other learners to return to education. It was an interesting experience for all involved.

Three professors in Adult Education visited Clare Family Learning work on 27th May to compare and contrast the work being done in Maine USA and Clare.

The 31st Simply Said Learner Stories was launched on Monday 24th June in Glór theatre Ennis. 150 stories are included with a wide range of topics. Learners, supported by LCETB tutors created their stories, planned and reviewed their work and now have their work published. The learner book of stories was launched by Sean Love, who founded Fighting Words with Roddy Doyle.

Meeting held on 24th May with the Library Service and Sean Love of Fighting Words on how Core Skills might work in collaboration.

Extremely positive results from the Quality Qualifications Ireland External Evaluation report. 194 learners completed 214 portfolios across Level 1 - Level 3. Several areas of best practice have been highlighted.

## **BTEI**

### **FET Centre, O'Connell Avenue Campus**

Taster Course (Access and Progression)

BTEI ran a five-week taster course in St Mary's Adult Education Centre during May of 2019. This course was intended to give local learners an insight and understanding of various IT modules that could be on offer in the Autumn, to encourage them to apply for more courses in September, and overall to increase learner engagement. Some of the sessions included Word Processing, Graphic Design, Animation and Spreadsheets. In total 24 learners participated in these sessions.

Maths for STEM (Quality Teaching and Learning)

The first year of BTEI Maths for STEM course, running in conjunction with University of Limerick, came to a close at the end of May 2019. Nine learners from this group will receive a level 5 Special Purpose Award in this area. Feedback from the learners has been very positive, and the majority of those who participated in this innovative course will move on to Further or Higher Education. Limerick and Clare Education Training Board are looking forward to this course continuing in September and are currently recruiting widely for it.

Links with the Defence Forces (Stakeholder Engagement)

BTEI Limerick City, have continued to strengthen their links with the Defence Forces with the participation of six Defence Forces employees in their Exercise and Fitness Level 5 course during 2019. These learners brought very unique life experiences to the class and there was very valuable learning in the joint interaction with other civilian learners during the course. All course participants also got to use the Gym facilities in Limerick Barracks with a visit to that centre built into the course schedule.

## **COMMUNITY EDUCATION**

### **FET Centre, O'Connell Avenue Campus**

The second Community Open Mic was held at the UL Access Campus on Friday 21st June. An Open Mic provides a platform for creative writers and like-minded people, to gather and share their creative writing at a community venue. Over fifty people attended, coming from the local neighbourhoods to listen and lend their support. Twenty-two people read their work which included poetry, prose and memoir. They came from Le Cheile (Limerick Mental Health Association), OLOL, Irish Wheelchair Association and St. Saviours creative writing groups.

Thug na ranganna Gaeilge ón bhrairse den oideachais phobail de chuid an LCETB anseo cuairt ar oileán Spíce le déanaí agus bhí lá iontach againn in what was very much a cultural day. 34 learners from Irish classes around the city went on an end of year trip to Spike Island recently which was organised by some tutors. Learners who attend the ranganna Gaeilge throughout the year are on their own personal language journey so it

was fitting to finish the year with a bus/boat journey! The trip itself was of importance as trips like these help build a 'community of Irish learners' as well as affording the opportunity for learners to use the language.

UP le Gaeilge is an innovative Irish language initiative in Gaelscoil Seoirse Clancy which has been developed by a tutor and a HSCL co-ordinator. It involves language/vocabulary sessions with parents followed by practical activities with their children e.g. baking, gardening, rhyming workshops. A short video which was the culmination of UP le Gaeilge can be viewed on [UPsleGaeilge\\_2019.mov](#)

A number of Art exhibitions of learners works have been held across the city in the last month. The Gallery in Central Buildings on O'Connell St. was the venue where learners from Limerick Social Services Centre and Central Buildings showed their artwork. Learners from Northside FRC, Temperance Hall and St. Johns CDP displayed their pictures in Watch House Cross Library.

Moyross Adult Education group celebrated the achievements of learners at the annual Moyross awards ceremony and display of crafts on June 25th which was held this year in the refurbished Community Enterprise Centre and attended by approximately 100 adults and children. The ceremony started with a performance from Corpus Christi Community Choir many of whose members are participating in classes across Moyross.

A meeting was held in May with approx. 20 local groups/organisations as part of the annual Cluster process which supports planning and co-ordination of community based education across the city (Community Education, BTEI and Core Skills). While the main Cluster meeting is now held in the Autumn to align provision with the SOLAS funding year, the Spring Cluster meeting was held as a review and information sharing occasion. The 2019-20 FET Part-Time programmes and services information brochure was introduced which this year includes community education provision and there was an update on the work plan from the Process Review of Community Education Provision. There were inputs from SICAP and the Limerick Integration Working Group. Feedback about the meeting was very positive as reflected in one comment 'good relationships exist with LCETB and local providers. Relationships are KEY – need to build common understandings, what are we doing and what are the outcome for learners'.

The end of year meeting attended by 18 Community Education Tutors was held in KRC. This is a reflective space where tutors review the courses they have taught during the year and identify how their courses can be improved and what/if any additional support/resources they require. This is a sample of the feedback from Tutors from three discussion questions. 1. was good about your courses? Good venue and facilities available, helpful co-ordinators, diverse groups - increase in English Language learners, new groups, positive progression by the end of the course, established groups forming strong, community networks and diverse and interesting projects. 2. What made them good? Smaller numbers for cookery classes, group dynamic, centre being welcoming, comfortable and fit for purpose, when FETCH works well, new learners make a different dynamic and avoids cliques, having the correct time allocated to what you needed to get done 3. What could have made classes better? Hosting a co-ordinator and tutor meet and greet before classes begin, less time spent on registration - investigate a separate day for registration, more specialised training for tutor's subject area, clearer description of what course entails, more funding for materials and machinery, more time allocated to classes to give learners the opportunity to achieve more, more notice from co-ordinators when classes were due to start, being able to inform learners when next class will be scheduled.

### **Core Skills, FET Centre, OCA Campus**

Staff attended national training on the use of the new guidelines and toolkit on Initial and On-going Assessment of NFQ levels 1-3 delivered by Elizabeth McSkeane. There will support future practice of initial and ongoing assessment in FET.

LCETB will act as the lead organisation and chair the Age Friendly Life-Long Learning Working Group as part of County Clare's Age Friendly Strategy 2018-2022.

LCETB FET has been involved in a number of national consultations including SOLAS funded research on ESOL, Numeracy, Initial and ongoing assessment tools NFQ Levels 4,5,6 and the consultation on the guideline for learners with disabilities in adult literacy.

LCETB will have representation the expert working group for ESOL development.

### **FET Centre, O'Connell Avenue Campus**

#### **A Tale Untold**

In March of this year we received an email from Enda Roche of Pearlman Media Productions Ltd. The email informed us of a NALA backed 10 part 28-minute radio series called 'A Tale Untold' being developed for broadcast on RTE Radio 1 Extra. The series called for participants of Creative Writing classes to submit original stories and poems to be pre-recorded for Radio 1. A number of stories were submitted and then chosen to be read by learners from the Core Skills Provision of the LCETB.

On Sunday the 26th of May a number of participants went to RTE Studios in Dublin to meet Enda and record the selected pieces.

The stories included, a tale of an apocalyptic wasteland called 'Captive State' by Joe Downes, a poem about art and its positive effect on mental health called 'Art' by Mary Hayes, a true story of a hard and rough journey from war-torn Syria called 'My Life' by Lina Kanaan and a true story about a young woman forced to give up her first son for adoption over fifty years ago called 'Based on a True Story' by Pam Noonan.

The show was co-presented by Enda Roche of Pearlman Media Productions Ltd. and a learner with the LCETB. Some learners read the stories aloud.

The 'A Tale Untold' series will be broadcast later this year.

### **St. Camillus Hospital's Book Club**

This was not a book club in the true sense but the outcome was all the more inspiring. Learners began telling stories and tales from the past. This obvious course of action seems to be to record these stories and transcribe them into a book which resulted in a beautiful compilation of memories and tales from a bygone era - a contribution to the Social History of Limerick in the late '40s, '50s and sixties.

LCETB in conjunction with the HSE Mid-West Community Healthcare will launch this book in the coming weeks in St. Camillus's with the contributors and their families.

### **YOUTHREACH**

#### **FET Centre, Watch House Cross Campus**

The graduation of the Leaving Certificate Applied, Year 2, from Northside Youthreach took place on the 18th June 2019 in The Strand Hotel, Limerick City.

Six learners graduated on the night and this was the full cohort of the class.

The six learners were supported by family and staff members as well as Assistant Manager, Training Services, Limerick & Clare Education and Training Board. The learners have all chosen different career paths and look forward to starting further education and training courses in the coming September.

The staff have completed:

- Introduction to SPHE with PDST

- Junior Cycle Relationship and Sexual and Education training
- Assessing learner evidence in FET
- LCETB FET Marking Seminar
- Learning Staff Wellbeing for Youth provision
- Fire Safety training
- First Aid Training (Order of Malta) and learners in the LCA2 programme also completed this training.
- Social Education Year 2 PDST training
- LCA Task training PDST
- Post Primary Teaching and Strategies in the LCA programme
- Special Education Needs Level 9 HDIP (Mary Immaculate College)

Employer engagement this year was expanded as part of the LCA programme to include:

1. Thomondgate Chemists
2. Corpus Christi NS
3. Barber in Watch House Cross
4. Smyths Toystore, Jetland SC
5. Music Learning Hub
6. St. Munchin's Resource Centre
7. The Cut Above hairdresser, Watch House Cross
8. Quick Pick shop, Watch House Cross

Youthreach Northside continue to develop relationships with community and local businesses through our programmes initiatives such as the Enterprise Task where €500 was raised from selling Easter gifts.

From this the LCA1 class decided to donate this money and they sent €250 to Pieta house and €250 to the Irish Cancer Society.

The staff and learners of Northside Youthreach work well together and this is seen through the attendance and participation of the LCA and QQI programmes.

The Leaving Certificate Applied exams were completed in June and all the Leaving Certificate Applied Year 2 and 1 learners attended all exams and it is expected that the results will reflect their hard work and dedication to the programme.

The programme continues to follow GDPR and Child Protection Guidelines by file storage in a locked room which is key coded and known only to staff.

Internal communication is excellent and the centre has an open door policy in relation to issues and any discussions that need to be addressed.

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

On the 30th May 2019 seven students from LCA graduated. The graduation ceremony was held on site at the Kilmallock Road Campus, Limerick City. The event saw in attendance members of the learners' families as well as invited guests and representatives from Music Generation as well as Youthreach staff at the Centre.

As part of the occasion acknowledgement was made of the support given to Youthreach by the DES, ESF, Limerick and Clare Education and Training Board, Youthreach Management, together with acknowledgement made of all of those who played a part in the life of the learner during their time at Youthreach.

As well as receiving certificates of completion of the two-year LCA Programme, during the ceremony special awards were given for individual learner achievements – e.g. attendance, punctuality, Top Achiever, Highest Academic Achievement, Sports Achievement, Art Achievement, etc.

CFM catering provided lovely food for the event and a great afternoon was had by all.

### **FET Centre, Hospital Campus**

Hospital Youthreach continues to actively recruit learners for commencement of our Junior Certificate and Leaving Certificate Applied Programmes in September 2019. Interviews will be held in Mid – June and places will be offered to candidates. LCA students in 6th Year will have exit interviews to determine where they will progress following their results. Some have expressed an interest in the First Steps Programme here in house and these Learners will be interviewed by the Team.

All Staff have been requested to sign up for Learning & Staff Wellbeing 2019 – for FET Youth Provision Staff in LCETB, FET Centre, Kilmallock Road Campus, Limerick on 25th June 2019. GDPR Training was requested and the Professional Development Officer sent details that there would be upcoming online training for this to complete. The Fire Warden Training suffices for all Fire Extinguisher/Fire Safety Training in the Centre.

Summer Staff night out/celebration was held on 24th May last in Limerick City.

On 30th May five Learners from Hospital Youthreach graduated on what was a lovely day's celebration at the Centre. This year's theme was dream, believe and achieve. All graduates received a skills folder which included their graduation certificate along with other various certificates that the learners completed while studying here in Youthreach.

Limerick and Clare Education and Training Board Regional Coordinator addressed the graduates and congratulated them, he also thanked the Coordinator & Staff Team for their commitment and dedication to Further Education and Training in East Limerick.

All Health & Safety, Child Protection, Data Protection, ESF Returns & PLSS were looked at in detail and updated.

Hospital Youthreach FET Centre will transfer over from Windows 7 to Windows 10 and MS Office 7 to 16 on the 10th July next. All Staff have been informed accordingly of this changeover.

Coordinators training in FARR & PLSS is to be sourced by ETB Management and Manager, FET Operations, will be requested to deliver some training/up skilling to Youthreach Management Team.

### **FET Centre, Raheen Campus**

Learner and staff wellbeing workshop for FET youth Provision – Tuesday June 25th Kilmallock Road Campus

This was a full day workshop designed to increase awareness of learner and staff wellbeing. It was facilitated by Dr. Marie Rooney and was tailored for FET staff who work in Youth Provision.

20 participants attended – mainly from Youthreach Provision across Limerick city and county and also representatives from the wider FET division were in attendance.

The morning workshop focused mainly on learner wellbeing, and how staff can support learners who have mental health difficulties. Participants looked at the continuum of mental health, which is relevant to all. Ways of creating a culture within centres that promotes an awareness of mental health and wellbeing were explored.

The afternoon session looked at how staff can take care of their own wellbeing. The group explored the way our work can support our wellbeing and how it can also be a source of stress. Stress management techniques were discussed, along with the importance of boundaries and time management.

The day was interactive featuring short presentations and plenty of group work and discussion. There was a notable absence of power point which participants noted as positive and all were provided with a handbook with further details and reference to

support all areas covered. This workshop took place in the library in KRC Campus - which was rated highly as a venue by the majority in feedback provided.

Other comments on feedback sheets given included appreciation for the opportunity for staff to connect with colleagues working in similar settings; the focus on wellbeing for learner and oneself and the discussions leading to sharing of wellbeing practises.

Many participants requested further training on 'Boundaries' in the comment section of feedback sheets.

### **National Youthreach Evaluation Report Confirms Programme Success**

On Monday June 17th the Minister for Education and Skills Joe McHugh T.D. launched the publication of an independent evaluation of the national Youthreach programme. Carried out on behalf of SOLAS by the ESRI, the evaluation demonstrates a detailed insight into Youthreach provision. The findings highlight the distinctive nature of Youthreach and its inherent value in engaging and supporting young learners who experience multiple disadvantages within society.

During a panel discussion at the launch event in Talent Garden, Glasnevin, Minister McHugh spoke about the importance of the Youthreach programme and about the "value of experience built up in all the centres around the country". He highlighted how young people like past a past learner who joined him on the panel are inspiring for other young people and can help them see that there are different pathways to success in life.

Crucially, the report also highlights the excellent value for money that Youthreach represents as an alternative to the high personal and societal costs of early school leaving. The research reveals a strong rationale for interventions like Youthreach as mechanisms to address social exclusion, educational disadvantage and marginalisation of communities within Irish society.

Speaking about the launch of the evaluation, National Youthreach Co-Ordinator said "We are delighted that the findings succeed in capturing the voice of young people who have disengaged from the educational system".

The report acknowledges the programme's ability to build relevant life skills while simultaneously providing a platform to achieve formal certification and access to progression routes within FET. It is clear from the findings that working with young people aged between 15 and 20 provide challenges for Youthreach centres around the provision of additional supports and staff professional development. However, centres continue to do excellent work to ensure they are meeting these complex learner needs.

"Our young people want to be got, and we get them. They want to be listened to, and we listen" said Galway City Youthreach Centre Co-ordinator, who was speaking on the panel.

"Great inroads have occurred nationally to address negative perceptions and challenge beliefs that there is only one educational route for those progressing onwards" says the chairperson of the NAYC, speaking after the launch event. "It was great to hear the Minister support the idea of increasing the awareness of the programme as highlighted in the report with a view to ensuring no young person gets left behind."

The unique nature of a full-time FET provision that caters for vulnerable learners as young as 15 years of age requires a tailored and targeted learner approach to programme development and enhancement. As such, there is strong support for the actions laid out in the SOLAS response to the ESRI Report.

The NAYC and all centres nationally look forward to embarking on a process of inclusive and progressive improvements to the programme that remain true to the learner centred ethos of Youthreach and its identified success over the past 30 years.

The ESF Managing Authority conveyed that they would conduct an audit of the non-financial activity declared in the e-Cohesion System. Two Youthreach centres and CTC Ennis were supported by the Youth Provision Coordinator in completion of 'Record

Participant Checklists' for a sample of three learners chosen randomly by the auditors. The checklists and supporting documentation were collated, reviewed by Assistant Manager for Training Services and forwarded to the Manager, FET Operations for upload by June 21st.

### **FET Centre, Tuamgraney Campus**

Five learners moving on from programme in June, three progressing to LCFE level 5 courses:

- Health Care Support 1-year Level 5
- Music Technology and Sound Production Level 5
- Computer Networking Level 5

One learner went straight into employment and one still not decided but is currently working part-time with a view to working full-time shortly.

### **MUSIC GENERATION**

#### **Clare**

As part of Cruinniú na nÓg, students from the Music Generation Clare/Burren Children's Choir partnership performed a variety of songs from around the world in Ennistymon Library on Saturday 15th June. Under the direction of the Music Generation tutor and with piano accompaniment from Pat Dowling, the performance was free to attend and enjoyed by all. Also on 15th June, Music Generation Clare's ukulele students from Holy Family Junior School, enjoyed the opportunity to perform in the Market Building, Ennis, alongside tutor Marty Ryan. Following this, Music Generation Clare's students performed their own compositions, created under the direction of Music Generation Clare musicians as part of the Saturday Creative Hub programme. Music Generation Clare's second CD, This Is Who We Are (Vol.2), was also launched at this event. The CD is a compilation of tracks written and composed by children participating on Music Generation Clare programmes around County Clare.

### **HOSPITALITY EDUCATION AND TRAINING CENTRE**

An additional 26 employees upskilled with a QQI Qualification this month under Skills to Advance.

#### **Supervisory Management**

A Pilot Management Programme, Level 6, has finished successfully with 19 Hotel Managers completing the eight month intense programme. Industry released staff with paid leave to upskill. Industry provided the training rooms, meals and beverages in different properties. Cross Section of Hotels from Limerick/Clare at 5 & 4 Star classification. All 19 started at HODs (Heads of Dept.) all were promoted to duty managers. Industry requested a second programme to roll out in October.

#### **Summer Camps**

Summer Camps full for July with Kiddies Camps in Cookery. New Summer Camp in conjunction with Limerick University for Diabetic Teenagers in cooking, HSE approached Hospitality on the concept, roll out in July.

### **Diageo and LCETB Partner to provide Skills Training**

Learners on the 'Learning for Life' programme have recently graduated from the centre as part of the 'Open Doors' initiative that has seen Diageo and other companies create employment opportunities. The 'Learning for Life' programme aims to equip people with the skills and training necessary for employment in the hospitality sector. 300+ learners

have participated nationally in the programme and the 14 most recent graduates were a combination of learners from direct provision across Limerick and Clare and supported by the Hospitality Education and Training Centre.

## **ENTERPRISE ENGAGEMENT SUPPORT SERVICE**

### **Employability Skills**

16 employees have applied for QQI level 6 Skills to Advance Route 3 Regional Initiative with DELL scheduled to start on 10th September. There are still two places available on course and likely to fill throughout the summer months. To date, various courses have started under routes 1, 2 and 3, for example, Guarding Skills, Excel, Food and Beverage, Report Writing for Engineers, Diploma in Hairdressing. There are a number of courses starting in September in a variety of fields.

Staff attended a FET Expo for employees in Johnson & Johnson on 22nd and 23rd May. Presentations to promote Skills to Advance took place at Limerick for IT breakfast meeting attended by UL, LIT, Skillsnet and Limerick and Clare Education and Training Board. As a result, plans in place to engage in a collaborative programme to develop a pathway course in DevOps. Staff attending an Open Day at EI Electronics in Shannon on 11th July to promote employee upskilling.

### **European Vocational Skills Week**

Mid-West Apprenticeship and Traineeship Showcase Event is registered as part of European Vocational Skills Week on [www.ec.europa.eu](http://www.ec.europa.eu) events calendar. Planning is underway for 16th October event with more focussed zoning around skills clusters.

### **Indecon Review of Career Guidance**

Over 40 staff attended Effective Career Planning Strategies for the 21st Century training on 20th May that focussed on modern methods in assisting learners with job and career searching. Working groups formed as a result of review will; provide guidance support to Skills to Advance upskilling, plan social media for IRG and, meet to discuss how to work with ex-offenders.

### **STEM Alliance**

FET Manager participated in the ESB Science Blast panel discussion regarding the value of effective partnerships in STEM education on 21st May at MIC as part of the development of STEM Alliance activities.

### **Limerick Lifelong Learning**

FET Manager presented on Learning Limerick and Limerick Learning Neighbourhoods at Belfast Learning City Seminar on 6th June and launch of [www.learninglimerick.ie](http://www.learninglimerick.ie) website at City Hall on 19th June.

### **Explore Initiative**

Four Explore employee digital skills development programmes upskilling 47 employees in manufacturing have started this year with two more programmes scheduled to start in July. Participating companies include; AMC, Modular Automation, Matilda's Planet, Takumi, Airmount Engineering, Bolger Engineering, Bourke Sports, Analog Devices, Abbey Moldings, DesignPro, ABS Engineering and Panalok Ltd. The 6-month post-programme review of the 2018 programme is being finalised for Department of Education. Funding Claim Form for January to June has been finalised and submitted to Department of Education.

### **DHBW German Visitors:**

FET Manager hosted delegates from DHBW (Baden-Wuerttemberg Cooperative State University) on 26th and 27th June with representatives from LIT, UL, Regional Skills Mid-West and Johnson & Johnson who were on their return visit to strengthen links regarding apprenticeship in the region and boost employee development initiatives between both groups.

### **10. Finance Report**

Mr. Denis O'Brien presented on the Financial Report and on the proposal of Cllr. Liam Galvin, seconded by Cllr. John Sheahan, the Financial Report was adopted.

The Board also noted that Purchase Cards were now being implemented within the organisation and Ulster Bank was facilitating this initiative.

### **11. For Appointment**

On the proposal of Cllr. Ann Norton, seconded by Cllr. John Sheahan, Ms. Jade Foynes and Mr. Dylan Ryan were adopted by the Board for recommendation to the Minister for appointment to the Governing Body of Limerick Institute of Technology for the academic year 2019/2019.

### **12. AOB with the permission of the Chairperson**

A schedule of meetings was circulated to Members and agreed. The Chairperson advised that meetings would only be rescheduled as a last resort.

Cllr. Elena Secas queried issue re lands in Monaleen and the CE advised that this matter was tied up with the land owners and the Diocese as there is a land swop being proposed. The Board noted that Limerick and Clare Education and Training Board is fully prepared, with a design team in place, but that this cannot proceed until land swop matter is finalised.

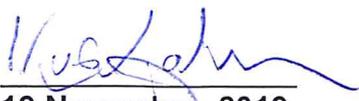
Cllr. Mike Donegan sought assurance in relation to proposed use of lands in Kilmallock i.e. training pitch. The CE advised that there is no intention to change the submission by the Board to the Council in relation to use of pitch. The CE also advised that this was an executive function but there was no intention to deviate from the submission made re use of lands.

The CE advised that population of Boards of Management would be on the Agenda for the next meeting and that advised Members that the Board can nominate candidates other than Board Members. Cllr. Donal óhAinifein suggested contacting outgoing board members.

### **13. Confirm date of next meeting**

Next meeting was confirmed for 4.30 p.m. on Tuesday, 19<sup>th</sup> November, 2019 in Further Education and Training Centre, Raheen Campus, Raheen Business Park, Limerick V94 CV66.

**George O'Callaghan**  
Chief Executive.

Signed By Chairperson:   
Kieran O'Hanlon 19 November, 2019