



MINUTES OF LIMERICK AND CLARE EDUCATION AND TRAINING BOARD

COVID -19 - LCETB BOARD MEETING WAS CONDUCTED VIA ZOOM AND WAS NOT A FACE TO FACE MEETING

on Tuesday, 21st July, 2020 at 4.30 p.m.

Present: Cllr. Kieran O'Hanlon, Chairperson
Cllr. Clare Colleran Molloy
Mr. Michael Cregan
Cllr. Michael Donegan
Ms. Catherine Hehir
Cllr. Gabriel Keating
Cllr. Sarah Kiely
Mr. Sean McMahon
Cllr. Paul Murphy
Mr. Mark O'Dea
Cllr. Elena Secas
Cllr. Brigid Teefy

In attendance: Mr. George O'Callaghan, Chief Executive
Ms. Shelagh Graham, Director of Organisation Support and Development
Mr. Paul Patton, Director of Further Education and Training
Mr. Donncha O'Treasaigh, Director of Schools
Ms. Joanne O'Brien, Recording Secretary, Corporate Services
Ms Caroline Hayes, Corporate Services

1. For Consideration; Apologies/Condolences

Apologies:

Cllr. Joe Killeen
Cllr. Ann Norton
Ms. Sheila Hickey
Ms. Elaina Fitzgerald

Mr. Michael Guilfoyle
Mr. Donal Ó hAiniféin
Cllr. Liam Galvin

1. For Consideration; Apologies/Condolences

Condolences:

A Vote of Sympathy was passed to the following;

- Ms. Bernadette Cullen (Former Director of Schools) on the death of her mother, Ms. Frances (Mary) Cullen.
- Ms. Helen McDonagh (Ennis Adult Education Centre) on the death of her mother, Ms. Johanna Harty and her brother-in-law, Mr. Bernard McDonagh.
- Ms. Joan Aherne (Thomond College and Former Board Member) on the death of her sister, Ms. Geraldine Aherne.
- Ms. Sarah Curtin (Further Education and Training) on the death of her brother,
- Mr. Donal Lynch and family of the late Ms. Carmel Lynch nee Stokes (Colaiste Ide agus Iosef, Abbeyfeale)
- Mr. Will King (Hospitality Education & Training Centre) on the death of his mother, Ms. Patricia King
- Ms. Anne Marie McMullan (Marshal House) on the death of her mother-in-law, Ms. Mary McMullen
- Ms Noranne Enright, (VTOS Shanagolden), on the death of her father, Mr. Dio (Denis) O'Connor.
- Mr. Liam Keane, (Further Education and Training) on the death of his mother, Ms. Mary Keane (née Collins)

2. Declaration of Conflict of Interests

All Board Members confirmed no conflict of interest with any Agenda item.

3. For Adoption; Minutes of Meeting of Limerick and Clare Education and Training Board, held on 19th May, 2020

On proposal of Cllr. Mark O'Dea, seconded by Cllr. Paul Murphy, the minutes of meeting held on 19th May, 2020, were adopted.

4. For Consideration; Matters arising from the Minutes

None

5. Correspondence

Department Correspondence

CL 0036/2020 13 th May, 2020	Re: Recruitment of Special Needs Assistants (SNAs) - Supplementary Assignment Arrangements for the 2020/2021 school year.
CL 0037/2020 21 st May, 2020	Re: Implementation of Calculated Grades Model for Leaving Certificate 2020 - Guide for Schools on Providing Estimated Percentage Marks and Class Rank Orderings.
CL 0039/2020 5 th June, 2020	Re: Calculated Grades Aides 2020.
CL 0041/2020 17 th June, 2020	Re: Arrangements for Inspection and School Self-Evaluation for The 2020/2021 School Year.
CL0043/2020 7 th July, 2020	Re: Scheme for Leave of Absence Following Assault for Staff Other than Teachers and Special Needs Assistants in Education and Training Board Workplaces.

6. For Consideration; Chief Executive's Report Incorporating;

- a. Schools and Youth Work
- b. Further Education and Training

Schools and Youth Work

Website

A website for Glenroe Community National School (www.glenroecns.ie) was launched in May to provide information for prospective parents and the general public regarding the development of the school.

Post Primary Schools

Board of Management Training

Planning is underway to deliver the second round of Board of Management Training via an online platform such as Zoom later in the Autumn. This is subject to the changing situation with Covid-19 and will be guided by public health advice.

Principals and Deputy Principals Meetings

Regular contact with school principals and deputy principals has been on-going since 13 March 2020 to ensure that schools are supported as effectively as possible.

Principals and Deputy Principals continued to attend regular online meetings regarding the management of the Junior Certificate School Report, the Leaving Certificate Calculated Grades process, end of year assessments, supports for incoming First Year students and parents and end-of-year graduations for Transition Year students and Sixth Year students. Schools invested highly commendable effort and time in acknowledging the achievements of students during the course of their studies in school.

The first Principals and Deputy Principals meeting for the academic year 2020-2021 is scheduled for 21 August 2020. Supports for schools are in the process of being tailored for the commencement of the new academic year.

Staffing Appeal

The Staffing Appeal for additional teaching resources for Post Primary Provision for 2020/2021 has concluded and apportioned to schools in accordance with Circular 0015/2020 - Approved Allocation of Teaching Posts 2020/21 school year in Education and Training Boards.

Draft Admission Policy (DAP) - in accordance with the requirements of the Education Act 2018

All schools have returned a copy of the Draft Admission Policy (DAP) including schools where Limerick and Clare Education and Training Board is a co-patron. On-line meetings have been facilitated between Limerick and Clare Education and Training Board and the representatives of the other patrons to review the Draft Admission Policy (DAP) documentation. Recommendations, where agreed and applicable, have been returned to the schools.

Leaving Certificate Results

The Board expressed its dissatisfaction with the new date for the Leaving Certificate results. Concern was expressed with regard to the possibility of a challenge to teachers involved in the leaving certificate results as schools will be open. It was noted however that a portal would be open for students to receive their results.

Concern was also expressed re IT provision in schools and grants for same.

Youth Work

The Youth Work Team has been very busy with the Local Youth Club Grant Scheme 2020. The Team is using Microsoft Teams and Zoom for regular meetings with youth organisations and the Youth Work Coordination Group.

In 2019, Limerick and Clare ETB, through its Youth Work Function, supported;

- Sixteen special youth projects to provide targeted support to 9,565 young people
- The delivery of two Youth Information Services that supported queries from 3,734 individual young people
- Four National Sporting organisations and Limerick Sports Partnership to engage with 14,282 young people
- 94 Volunteer-led Clubs/Groups representing
- 1,200 community-based, volunteer youth leaders, and
- 5,800 young people engaging in volunteer-led youth work.

The Youthwork Team published its latest Newsletter earlier this month with updates on the development of the new funding scheme for youth organisations - UBU (Your Place Your Space).

Recently, the Youth Work Team launched a dedicated Facebook site to communicate with the wider community and to promote its activities online given that communities are relying more on social media platforms for communications. The Facebook page can be followed by searching for - @LimClareETBYouthWork.

Local Creative Youth Partnership – LCYP

The partnership includes representatives from local authorities, youth work, early years, arts and education; as well as from several areas within Limerick and Clare Education and Training Board. Working partners include Limerick Youth Service, Clare Youth Service and Foróige, with whom the LCYP has already delivered creative programmes in dance, photography, drama, craft, makeup, film and in a range of visual art genres. The choice of creative activity undertaken by groups is based on data collected through consultation with over 300 young people across 26 youth work settings in both counties. In tandem with its focus on the youth sector, the LCYP develops creative programmes in Early Learning settings and works closely with Clare Childcare Committee and Limerick Childcare Committee in this regard. Dance for babies under two and storytelling for pre-school children have been explored through two conferences for ELC staff in 2019 and these areas remain a primary focus of the LCYP programme going forward.

The Limerick and Clare Education and Training Board Local Creative Youth Partnership pioneered a range of on-line events to support engagement in the creative arts amongst young people in the region during June. These included;

- Drawing tutorials
 - West End Youth Centre
 - Foroige, Scariff,
 - The Factory, Southill
 - GOSHH, Limerick City
 - Facilitated by Nathalie el Baba

- Script Writing, film tutorials ongoing for Crinniú na nÓg, GOSHH and Diverse Group - Open Workshop Facilitated by Frances Healy
 - Podcast making workshops, Clare Youth Service in Ennis - Facilitated by artists Jacinta Sheerin and Angelo Heart
 - Acrylic and oil painting programme in:
 - Foroige Legends Scariff
 - GOSHH, Limerick City
 - Clare Youth Service Ennis

- Coding for Gaming

This project is at planning stage with partners from Expo 2020, CoderDojo and two youth centres.

- Ealaíonn as Gaeilge

This project is at an early planning stage with Ógras. Branches in Ballyhea and Barefield are likely to participate.

- During the current lockdown, over 1000 art and activity packs have been delivered to young people through our youth service partners prioritising vulnerable young people:
 - 200 activity booklets produced in collaboration with Clare Library Service delivered to youth services in Ennis, Newmarket on Fergus, Rathkeale, Southill, Clare Library, Croom.
 - 200 Three Muses activity sheets, produced by Hunt Museum, delivered to youth services Ennis, Rathkeale, Southill, Clare Library.
 - 300 Drawing materials packs delivered to youth services for National Drawing Day (Scariff, Ennis, Kilrush/Kilkee, Weston, Northside FRC, Limerick Learning Hub, Rathkeale).
 - 200 Drawing and colouring packs delivered to the Askeaton area via West Limerick Resources, Limerick Youth Service and Foróige.
 - 100 packs due to be delivered to Rathkeale Youth Space – June.

LCYP (July Provision) 2020		
Month	Public facing events	Non-public programmes
July	Planning for <i>Scairt na hÓige</i> youth arts festival	Current: <ul style="list-style-type: none"> · Garryowen Youth Dance Project July 14, 16, 21, 23, Limerick Youth Dance & Dance Limerick · Zoom based Painting workshops GOSHH youth group, commenced July 9th · Recently completed Zoom based Podcast workshop

		programme with Clare Youth Service
August	<ul style="list-style-type: none"> · Festival Launch early August for <i>Scairt na hÓige</i> · Festival delivery including, <i>Rathkeale, My Town My Life</i> in LCGA and People's Museum 	<ul style="list-style-type: none"> · Recommencement of St. Mary's Teddy Bear project · Initiate programme with Clare Youth Service in Ennis
September	<ul style="list-style-type: none"> · STEAM Programme launch & delivery Coding Techspace; Audio Recording · Film Workshop Programme · Drama & Dance Programmes · Launch Strategic Document 	<ul style="list-style-type: none"> · Revisit ELC Programme with Limerick and Clare Childcare Committees · Feasibility for Future FilmMakers
October	<ul style="list-style-type: none"> · ELC events in conjunction with Limerick and Clare Childcare Committees 	Youth Theatre collaboration project

- 20 + Acrylic/Oil packs for groups with specific interest in painting

- Provisional dates in September have been set aside for further training in *The Art of Storytelling with Young Children* to take place in Ennis. Clare Childcare Committee and Clare County Library are active partners in this event.
- Corresponding event around *Baby Movement and Dance*, in collaboration with Limerick Childcare Committee to be scheduled in Limerick during October/November based on dance and movement in baby rooms.

A programme of events for the public and non-public (on-line, at home etc.) are scheduled for the forthcoming months in line with public health advice and guidance.

Launch of Ireland's First Google Educator Group – GEG

Limerick and Clare Education and Training Board's Schools Division has marked the exciting launch of Ireland's Google Educator Group website – www.geg.ie. The website was launched by Google for Education Ireland on Tuesday 16th at a webinar for educators throughout Ireland looking at Blended Learning for the new academic year. This is the first approved Google Educator Group for Ireland.

Technology Enhanced Learning (TEL) has become an essential component of the toolkit that teachers must use now to engage students of all levels, particularly with school closures and the need to provide Distance Learning.

GEGs are independently run communities of educators who inspire and empower each other to meet the needs of students through technology, both in the classroom and beyond, via face to face meet-ups and online activities. GEGs provide a way for educators who are passionate about education and technology to meet like-minded people to share, learn and collaborate with one another. GEG Ireland endeavours to provide fellow educators with the most accurate, up-to-date information and best-practice in integrating technology into teaching and learning. The group actively shares innovative knowledge and expertise in using Google for Education tools.

GEG Ireland was established by Donncha Ó Treasaigh, the ETB's Director of Schools, and Conor Power, an IT teacher at Coláiste Chiaráin, an ETB school in Croom, County Limerick. GEG Ireland has posted a comprehensive schedule of events with some of the most well-known and respected educators in Ireland who are passionate about using Google in Education technology. GEG.ie will be updated regularly with relevant and helpful information, cutting-edge thought leadership, announcements and class-based success stories and experiences.

Meetings, Training and Supports for post-primary schools

Support seminars and training were provided to post-primary personnel in the following areas;

- Student Support Team Coordinators online meeting
- Online meeting of Special Education Needs Advisory Group
- Online meeting of Risk Register and Safeguarding Advisory Group
- Leading Inclusive Learning, Teaching and Assessment (LILTA) online meeting

Further Education and Training

Full-Time Provision & Part-Time Provision

- *PLC / VTOS /Apprenticeship & Traineeship/Youth Education & Training/Community Education & Training/Prison Education*

FET Centre, Mulgrave Street Campus

PLC: LCFE staff responded in a very pro-active way to the COVID-19 crisis. Learners completed QQI examinations/assessments online and enrolments are strong for 2021.

FET Centre, Kilmallock Road Campus

VTOS: Staff moved all VTOS delivery to an online platform mid-March. The new VTOS webpage is www.learningandskills.ie/kilmallock-road.

Youthreach: Staff submitted calculated grades for LCA in each subject area.

FAI Limerick: 19 learners achieved full QQI Level 5 Award in Sport and Recreation and 5 learners received component awards. 11 learners applied through CAO for college places.

FET Centre, Raheen Campus incl. CTCs and LTIs

Apprenticeships/Traineeships

- Recruitment is currently underway for OEM Apprenticeship.
- Under development: Maritime Engineering Traineeship for Kilrush and possibly Foynes; NZEB Training facility and Pneumatics course in Raheen Campus.
- *CTC - Limerick:* weekly motivation challenges took place to maintain motivation and keep lines of communication open. Care packs distributed.

- *CTC – Clare*: learners completed LCA work online and predicted grading was completed by staff for 7 LCA learners.
- *Doon Social Farm*: Centre has maintained continuous engagement with all learners.
- *NLN*: Centre achieved Amber Flag. NLN IT learner and Para Olympian power lifter is producing tutorials online. An NLN Ennis learner created her animated film 'Mal agus Cu Chulainn' shown on Cruinniu na nÓg/Creative Ireland Facebook page.
- *Headway Limerick*: Support for learners has been provided through regular telephone calls, video conferencing & e-mail. A range of multimedia remote learning materials specifically targeted at the needs of people with acquired brain injury have been developed.
- *Kilmeedy Healthcare Support – LTI*: Learners were offered many online additional training sessions on returning to work/going into the workplace for the first time. Jobs Club has helped Kilmeedy Healthcare Support learners with CV updating and interview techniques.
- *West Limerick Institute of Sport and Fitness*: completed the first major award online and successfully developed online material for the Personal Trainer.

FET Centre, Shannon Campus: New Traineeships

- New Traineeships in Robotic Welding; Bar Management; Bicycle Engineering

Hospitality Education & Training Centre: three new online programmes to support the Tourism Industry in reopening their businesses. (1,600 learners participated in a one hour webinar). A new web page has been developed <https://learningandskills.ie/hospitality>

FET Centre, Clonroad Campus: Youthreach: Learners engaging with the programme through online delivery. Virtual Summer programme is taking place.

FET Centre, Hospital Campus: Youthreach: State Examinations: School reports were completed for Junior Cycle learners in line with national guidelines. Calculated grades were completed for Leaving Certificate learners. Virtual Summer programme is taking place.

FET Centre, O'Connell Avenue Campus

- *Youthreach*: LC and LCA calculated grading process completed. Progression planning and support taking place with all learners that are due to move on from YR OCA.
- *Community Education*: purchased Padlet Backpack - an online digital canvas to support learners to learn at home www.learningandskills.ie/commedpadlet

FET Centre, Shanagolden Campus

- *Youthreach*: The centre has developed and integrated STEAM into online MS Teams, where learners get resource packs via post.

Education Unit Limerick Prison

- Internal TV channel set up to facilitate education, currently showing films from different genres and ages. This is being upgraded into a "Youtube" style channel that teachers will use to upload material. Red Cross has been working hand-in-hand with the Education Centre to ensure a continuity of materials and resources to all landings.

Skills to Advance

STA aligned with Mid-West Regional clusters and to this end programmes were developed for the following:

Manufacturing Sector

- Project Management
- Lean Manufacturing QQI Level 5
- Inventory Control

IT Sector

Data Analysis & Business Skills QQI Level 5

Ongoing plans for Supervisory Management NFQ Level 6 (September 2020).

Support Services

Active Inclusion

- Public Sector Duty. Publication of Draft Equality and Human Right Action Plan.
- Asylum, Migration and Integration Fund Project held inter-agency partnership meeting in June and had project visit with Department of Justice and Equality in June.
- Development and publication (with C&P) of tender documentation for the provision of Counselling Services to Adult Learners.
- Research (for QQI) on the impact of Covid-19 on modifications to Teaching, Learning and Assessment.
- Currently working with TEL and Provision FET Manager in drawing up processes and documentation to support Equity Processes for learners.

Enterprise Engagement

- *Mid-west Response to COVID-19 Task Group*: Industry leaders and education providers were part of the Mid-West Response to COVID-19. LCETB provided multiple QQI programmes over a period of 6 weeks in response to the upskilling required by industry. Range of programmes included Infection Prevention and Control; Conflict Management and Digital Marketing QQI Level 5 Hospitality Sector Over 200 Tourism and Retail businesses participated in this QQI training. CX Customer Service programmes planned for September.
- *Nationwide ETBI/DEASP Response to Unemployment in Retail (Debenhams)*: IRG provided career planning and supports through online webinars to Debenham workers. This work will be ongoing with workers September – December.

Information, Recruitment & Guidance

- The IRG were the first point of contact for all learners recruited as part of the Mid-West Response to COVID-19.
- Online Course Campaign: The Mid-West COVID-19 Task Group generated over 2,100 'Expression of Interest' queries. The IRG HUB service provided individual information and guidance services to unemployed and furloughed clients.
- IRG developed online resources for learners
 - I. Distance learning factsheet,
 - II. Looking for work resource,

- III. On-line presentations on CVs and applications, telephone and video interviews, funding your further studies and used the IRGSS Facebook page as the platform to make these available to FET learners across the region.
- IRG plan to commence work with PLC learners in September 2020.

Music Generation Clare

- MGCE Harp ensemble took part in an online performance as part of Cruinniu na nÓg on 13 June. The performance is available to view on YouTube, as well as both the Creative Ireland Clare Facebook page and the Cruinniu na nÓg Facebook page. All 20 Creative Hub participants received online classes instead of the usual Saturday classroom based lessons to complete the term.

7. Governance – COVID-19 Update

The Chief Executive briefed Member on the measures and supports to date within the organisation. The CE advised that SOLAS has a new framework “skills to compete” in response to the dramatic economic downturn and unemployment rates and was responding with safer learning and remote working.

The CE informed the Board that safe learning was happening across the organisation, as was remote working and the CE paid tribute to all staff in relation to same.

The Board Members paid tribute to staff across the organisation and referred to the positive feedback that they had received, in particular the response to the cancellation of the Junior and Leaving Certificate and supports to students in this regard. The Board expressed their appreciation to all staff across the organisation. The Board again expressed their appreciation to the Chief Executive and Senior Management for their leadership, which was very much evident.

The CE stated that while we are operating during unprecedented times, statutory deadlines e.g. allocations, reporting to DES, had to be complied with.

The CE paid tribute and acknowledged those involved in the recruitment process which was completed through online interviews. The Director of Organisation Support and Development paid particular tribute to colleagues in the Human Resources Department and to the various interview board members. She advised that training on the online interview process would be rolled out to other Board Members but that this was not possible heretofore due to restrictive deadlines and Global Pandemic.

8. For Adoption;

a. Finance Report

On proposal of Cllr. Paul Murphy, seconded by Cllr. Gabriel Keating, the Finance Report was adopted.

b. Section 29 Appeals – Ennis Community College

On proposal of Cllr. Clare Colleran Molloy, seconded by Mr. Mark O’Dea, the recommendation of the Appeals Committee to enrol the students in both cases was adopted.

9. For Approval;

- a. Disposal of;
 - I. Convent Building, Abbeyfeale
Approved on the proposal of Cllr. Sarah Kiely, seconded by Cllr. Bridget Teefy.
 - II. Site in St. Anne’s Community College, Killaloe
Approved on the proposal of Mr. Michael Cregan, seconded by Mr. Mark O’Dea.
- b. Castletroy Land Transfer and Swap to Limerick City and County Council
Approved on the proposal of Cllr. Elena Secas, seconded by Cllr. Sarah Kiely.
- c. Clonroad New Lease from 1st September 2020
Approved on the proposal of Cllr. Paul Murphy, seconded by Cllr. Gabriel Keating.
- d. Mungret Community College Licence Agreement
Approved on proposal of Cllr. Sarah Kiely, seconded by Cllr. Michael Donegan.

10. Update re Glenroe Community National School

Limerick and Clare Education and Training Board is pleased to announce the appointment of Julie O’Connor as Head Teacher of Glenroe Community National School, which is scheduled to open this September. The appointment follows confirmation in April by the Minister for Education and Skills, Joe McHugh TD, of the intention to establish a CNS in Glenroe as a result of an extensive period of engagement between the local working group from Glenroe/Ballyorgan Community Council, the Diocese of Limerick, Department officials and Limerick and Clare Education and Training Board.

Julie O’Connor is a graduate of St Patrick’s College and holds a Master’s Degree in Education. She has experience of teaching a wide range of class groups, having previously taught in Ashbourne, County Meath, and most recently in Mallow Convent Primary School. Julie brings considerable experience to the role as a coordinator of the Teaching Council’s Droichead programme, the integrated professional induction framework for newly qualified teachers, and as a member of the Board of Management of Mallow Convent Primary School.

Ms O’Connor is very excited to be taking up the position of Head Teacher at the new school. She said: “I am looking forward to establishing the school and to welcoming the children on their first day in Glenroe Community National School. It is an historic development and I am delighted to play a part in this. It will be a fantastic opportunity to work with the local community, the parents/guardians of the school children and the ETB to enable the children of Glenroe and Ballyorgan to be educated locally once more.” She is looking forward to meeting parents/guardians at the school’s registration evening on Wednesday 24 June at 8pm in Glenroe Community Hall.

The communities of Glenroe and Ballyorgan had their first opportunity to meet newly-appointed Glenroe Community National School Head Teacher, Julie O’Connor, at the school’s registration evening on Wednesday 24 June at 8pm in Glenroe Community Hall. The socially-distanced event

was attended by parents/guardians of prospective new students, officials from the school's patron Limerick and Clare Education and Training Board, as well as members of the local working group from Glenroe/Ballyorgan Community Council.

Glenroe CNS is scheduled to open on 1 September 2020.

11. For Appointment;

- a. Student Nominees to LIT Governing Body 2020/2021
Mr Dylan Ryan and Ms. Juliette Grufferty were recommended for appointment on proposal of Cllr. Brigid Teefy, seconded by Ms. Kate Hehir.

On conclusion of meeting the Chairperson thanked all Members for their participation in the meeting and extended every good wish to the Board and Staff to stay safe during current Pandemic crisis.

Next Meeting: Tuesday, 15th September, 2020.

George O'Callaghan
Chief Executive.

Signed:


Chairman of Meeting held on 15th September, 2020.