



## MINUTES OF LIMERICK AND CLARE EDUCATION AND TRAINING BOARD

### Marshal House Dooradoyle Road, Limerick (Hybrid)

#### On

**Tuesday, 25<sup>th</sup> March, 2025 at 4.30 p.m.**

**Present:**

Cllr. Gabriel Keating, Chairperson  
Ms. Ann Norton Deputy, Chairperson (Online)  
Cllr. Antoinette Baker Bashua (Online)  
Cllr. Michael Begley (In person)  
Cllr. Peter Doyle (In person)  
Ms. Jeannette Ferguson (Online)  
Cllr. Rachel Hartigan (Online)  
Ms. Kate Hehir (In person)  
Cllr. Mary Howard (Online)  
Mr. Conal Kelly (In person)  
Ms. Claire Knight (In person)  
Mr. Michael MacCurtain (In person)  
Mr. Sean McMahon (In person)  
Mr. Adrian O'Hanlon (Online)  
Cllr. John Sheahan (Online)  
Cllr. Catherine Slattery (Online)  
Cllr. Noreen Stokes (In person)  
Cllr. Brigid Teefy (In person)

**In attendance:**

Mr. Donncha O'Treasaigh, Acting Chief Executive  
Mr. Eamon Murphy, Director of Organisation Support and Development  
Ms. Breda Flynn, Director of Organisation Support and Development  
Mr. Paul Patton, Director of Further Education & Training  
Mr. Denis O'Brien, Head of ICT/Corporate Services  
Ms. Caroline Hayes, Corporate Services

**Apologies:**

Cllr. Kieran O'Hanlon  
Cllr. Maria Donoghue

**In absentia:**

Mr. Darren Feldon

## **1. Introduction by Chairperson**

Ms. Ann Norton, Deputy Chair acted as Chairperson and commenced the meeting.

The Chairperson welcomed all members to the Board meeting and extended a special welcome to Ms. Bernadette Cullen, the newly appointed Chief Executive. The Chairperson acknowledged Bernadette's appointment as a significant milestone for the organisation and expressed confidence in her leadership and vision for the future.

The Chairperson also highlighted the importance of collaboration in achieving the organisation's strategic goals and looked forward to working closely with Bernadette in supporting the educational needs in the Limerick and Clare area.

The Chairperson also acknowledged the significant work done by Mr. Donncha O'Treasaigh in his Acting Chief Executive role and sincerely thanked him for his dedication and leadership. She highlighted the honour of having him serve as Acting Chief Executive, emphasising his achievements and the significant impact of his contributions.

Members of the board joined in commending Donncha for his outstanding leadership and dedication, recognising the lasting impact of his contributions to the organisation.

As the Chairperson was attending online, she advised that it would be more appropriate for someone present in person to manage the meeting. She appointed Cllr. Gabriel Keating to Chair the remainder of the meeting on this occasion, this was proposed by Cllr. Noreen Stokes and seconded by Cllr. Brigid Teefy.

The Chairperson reminded members of the Conflict of Interest arising from Agenda items and signing the attendance register – In accordance with the provisions of CL 0083/2024 Code of Practice for the Governance of Education and Training Boards, please declare any conflict of interest for consideration suitably in advance of the meeting of the ETB to the Chairperson or Chief Executive.

## **2. Condolences**

- Ms. Vivienne Hogan (Thomond College) on the death of her mother, Oonagh Mac Mahon.
- Ms. Karen Meade and family on the death of her son, Joe McCarthy (Learner at Youthreach Hospital).
- Ms. Linda Maher (Marshal House) on the death of her uncle, Mr. Larry Walsh.
- Ms. Shelia O'Brien (Further Education and Training Campus, Kilmallock Road) on the death of her father, Mr. Tommy O'Brien.
- Mr Declan English (Castletroy College) on the death of his father, Mr Maurice English.
- Mr. Eoin O' Riordan (Gaelcholáiste Luimnigh) on the death of his father, Mr. Ben O'Riordan.
- Ms Roisin Meaney (Kildysart) on the death of her brother in law, Mr Liam O'Connor.

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

Minutes of meeting held on 25th February, 2025 were adopted on the proposal of Cllr. Michael Begley, seconded by Cllr. Noreen Stokes.

#### (a) Matters arising from Minutes

There were no matters arising

### 4. Correspondence from:

#### Department of Education

<b>0008/2025</b> 11 February 2025	Re: Staffing Arrangements in Community and Comprehensive Schools for the 2025/26 school
<b>0015/2025</b> 27 February 2025	Re: Revision of Teacher Salaries under The Public Service Agreement 2024 – 2026 effective from 01 March 2025
<b>0016/2025</b> 27 February 2025	Re: Revision of Salaries for Special Needs Assistants (SNAs) under The Public Service Agreement 2024 – 2026 effective from 01 March 2025.
<b>0017/2025</b> 27 February 2025	Re: Revision of Salaries and Allowances of Certain Grades other than Teachers and SNAs employed by ETBs under The Public Service Agreement 2024 – 2026 effective from 01 March 2025
<b>0018/2025</b> 27 February 2025	Re: Revision of Salaries of Clerical Officers and Caretakers employed under the 1978/1979 Scheme under The Public Service Agreement 2024 – 2026 effective from 01 March 2025.
<b>0019/2025</b> 27 February 2025	Re: Revision of Salaries of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools effective from 01 March 2025.
<b>0020/2025</b> 27 February 2025	Re: Revision of Salaries for School Secretaries Previously Grant Funded Effective from 01 March 2025
<b>0021/2025</b> 27 February 2025	Re: Prescribed Material for the Leaving Certificate English Examination in 2027.
<b>0022/2025</b> 05 March 2025	Re: Postgraduate Certificate/Diploma of Teacher Professional Learning for Teachers working with Students with Special Education Needs – Autism.
<b>0023/2025</b> 20 March 2025	Re: Review of Enrolment in a Special Class
<b>0024/2025</b> 20 March 2025	Re: Criteria for Enrolment in Special Classes for Children with Developmental Language Disorder (DLD) or Speech Sound Disorder (SSD).



**6. For Consideration: Chief Executive's Report Incorporating:**  
**(a) Schools, Youth Work, Local Creative Youth Partnership and REALT**

**Regional Education and Language Teams (REALT)**

Over 18,000 children and young people from Ukraine are enrolled in Irish schools for the current academic year, with 62% (11,287) of these in primary schools and 38% (6,846) in secondary schools, a very small decrease on the February 2024 numbers.

There were 17,808 arrivals enrolled in further education and training courses on 01 June 2024, of which 15,283 were enrolled in further education English language courses.

The Regional Education and Language Teams meet weekly and the local REALT continues to meet each fortnight. All schools in Limerick and Clare are supported by the REALT Coordinators.

**Community National Schools**

**Glenroe:**

An application for additional accommodation for the growing provision at Glenroe is being considered by the Department of Education. A decision is expected shortly.

**Mol an Oige Community National School, Ennistymon**

A planning application for the new Community National School campus is due to be lodged with Clare County Council shortly.

The whole school evaluation (WSE) report undertaken in November 2024 has been published by the Department of Education.

**Fedamore Community National School**

The students and staff of Fedamore Community National School have achieved great success on a project under the Heritage Council Heritage in Schools Scheme 2024 - Exploring Local Heritage and Community Engagement through Audio-visual Film Creation

In collaboration with their teacher, Jacintha Mullins, and composer Fiona Linnane, the pupils of Fedamore CNS engaged in a comprehensive project centred on the creation of an audio-visual short film about the Irish Elk (*Megaloceros giganteus*). This initiative involved in-depth research into the animal's habitat, diet, extinction, and historical distribution across Europe, including its presence in French cave paintings. The project adopted a child-centred and child-led approach, fostering an open-ended creative process under the guidance of Ms. Mullins and Ms. Linnane.

- **Audio Component (Led by Fiona Linnane):** Pupils actively participated in a range of creative audio activities, including soundscape creation, sound recording, song writing, musical composition, music making, and performance.
- **Visual Component (Led by Jacintha Mullins):** Pupils were introduced to fundamental techniques in stop motion animation, video editing, and shadow puppetry.
- **Cross-Curricular Integration (Led by Jacintha Mullins):** The project was carefully planned to integrate learning across multiple subject areas, including English, Geography, History, Visual Art, SPHE, Music, Mathematics, and Science, ensuring a holistic educational experience.

This collaborative effort culminated in the creation of a compelling four-minute audio-visual short film that effectively connected the pupils to the local landscape and community heritage. This valuable project was supported by the Heritage Council Heritage in Schools Scheme 2024, which played a crucial role in its successful implementation.

The Heritage Council concluded in its report of the project that the Irish Elk audio-visual project represents a significant achievement for Fedamore CNS in its inaugural year. It effectively integrated learning with community engagement, demonstrating the school's commitment to providing a rich and relevant educational experience for its pupils while actively connecting with its local environment and community. This initiative serves as a strong foundation for future projects that further explore and celebrate the unique heritage of Fedamore.

### **Limerick Community Special School**

A newly designed website has been launched by Limerick Community Special School. You can access the website along with additional information about the new community special school at [www.limerickcss.ie](http://www.limerickcss.ie).

### **Board of Management Training**

Training for the Boards of Management of the seventeen Community Colleges took place over two nights (11 and 13 March) in two venues (Woodlands House Hotel, Adare and the Inn at Dromoland). Turnout for the training was excellent. A further round of training is planned for after Easter with both in-person and on-line sessions.

### **Teacher Allocations and Principals Meetings**

The appeal for teacher allocation for the next school year has been submitted to the Department of Education. Recruitment for teaching vacancies is due to commence on 19 March 2025.

### **UL School of Education and Limerick and Clare ETB Collaborative Professional Learning Project**

A collaborative and sustainable School-University Partnership between University of Limerick's School of Education and Limerick and Clare Education and Training Board Schools has been awarded a €5000 bursary by The Teaching Council for cross-sectoral professional learning activities. The Féilte Bursary Scheme is designed to support collaboration between schools, enhance teachers' professional learning, and aims to build collaborative professional communities.

Welcoming the announcement, Donncha Ó Treasaigh, Limerick and Clare Education and Training Board, said: "Our Community National Schools, Community Special School and Community Colleges strive to promote excellence in serving the needs of our communities and we are delighted to work with the School of Education at University of Limerick to support student teachers in their development and learning".

Internationally, co-operating teachers are acknowledged as pivotal in shaping student teachers' school placement experiences. They facilitate student teachers' integration into the profession through daily interactions and mentorship. This project aims to foster collaboration and communication within a school-university partnership, supporting both student and co-operating teachers. It will establish a comprehensive framework for school placements, ensuring clear expectations and development while respecting the unique cultures and experiences of individual schools.



Dr Ann-Marie Young, Academic Director of School Placement, University of Limerick, said: “We are delighted to share this exciting news to support the development of a collaborative and sustainable School-University Partnership between the School of Education and Limerick and Clare Education and Training Board. This partnership will provide a robust framework for professional collaboration, enriching the experience for all stakeholders involved. We look forward to strengthening our connections with Limerick and Clare ETB schools, working closely with principals, teachers, and student teachers to promote innovation and shared learning.”

The UL School of Education team working with Limerick and Clare ETB includes Dr Ann-Marie Young, Dr Rachel Lenihan and Blathnaid Breslin. The Limerick and Clare ETB team includes the ETB Director of Schools, Castletroy College, Ennis Community College, Killaloe Community College, Kilkee Community College, Coláiste Mhuire, Askeaton, Raheen Wood Community National School, and Limerick Community Special School.

### Significant Interest for Apprenticeship Webinar Launching College of FET Campus Open Week 2025

Limerick and Clare Education and Training Board launched its first ever webinar on apprenticeships for parents and school leavers on Monday, 10th March. The webinar focused on the diverse and rewarding apprenticeship opportunities available in the Mid-West region through Limerick and Clare Education and Training Board’s College of Further Education and Training.

Donncha Ó Treasaigh, Limerick and Clare Education and Training Board, said: “This webinar underscores the vital role apprenticeships play in equipping individuals with the skills and knowledge needed to thrive in today’s dynamic workforce. We are dedicated to providing accessible and high-quality apprenticeship opportunities that empower individuals and contribute to the economic growth here in our region.”

The one-hour webinar, designed to provide parents with comprehensive information on the benefits of apprenticeships, attracted a significant audience, demonstrating the growing interest in additional pathways to higher education and skilled careers. The event highlighted the lucrative and practical nature of apprenticeships, showcasing the various traditional craft apprenticeships as well as the significant growth in new industry-led apprenticeships since 2016.

Paul Patton, Director of Further Education and Training, Limerick and Clare Education and Training Board, said: “We are thrilled with the response to our apprenticeship webinar. The engagement from parents was excellent, and it’s clear that there’s a real appetite for information on the high-quality apprenticeship options we support the delivery of here in this region. We’re committed to ensuring that parents and students are fully informed about the pathways to successful and fulfilling careers in the Mid-West.”

Attendees were given detailed insights into the structure of apprenticeship programmes, the support provided by the ETB through its Senior Training Advisor team, and the career progression potential upon completion. The webinar also served as a valuable platform to address parent queries and dispel common misconceptions surrounding apprenticeships.

The webinar opened the ETB’s first ever College of FET Campus Open Week, which provides further opportunities for prospective learners/apprentices and their families to visit multiple campuses

across the region, explore the facilities, meet with academic teams, and learn more about the various FET programmes on offer.

Access to the slide deck and recording to watch it back can be found by clicking on the links below.

- Generation Apprenticeship / National Apprenticeship Office Website
- Limerick & Clare ETB FET Options Website
- Limerick & Clare ETB Information & Guidance Team Webpage
- Apprenticeship + FET Options Email Enquiries: [coursechoices@lcbetb.ie](mailto:coursechoices@lcbetb.ie)

#### Newly appointed deputy principal -Kilkee Community College

Limerick and Clare Education and Training Board has announced the appointment of Lorraine Byrnes as the new Deputy Principal at Kilkee Community College. Lorraine brings a wealth of experience, knowledge, and leadership skills to her new role, which will contribute to the continued success of the school.

For more information about Kilkee Community College, please visit [kilkeecommunitycollege.ie](http://kilkeecommunitycollege.ie).

#### Supports for Schools

The Professional Development schedule (below) has been updated with the events to support our schools in accordance with comprehensive feedback from teachers and school leaders and is available to our schools on a central hub on the Schools Division Support site - [www.lcbetb.com](http://www.lcbetb.com).

Transition Year Coordinators Cluster Meeting	Wed, 22nd January	12.00pm to 1.00 pm	Transition Year Coordinators	Google Meet	Link to be sent
Provision Mapping Cluster	Wed, 22nd Jan	9.30am to 3.30	Provision Mapping Leads Year 2 Schools	In-Person	Limerick Education Centre
Child Protection and Safeguarding	Tuesday, 28th Jan	9.30 am to 3.30pm	Principals and Deputies Post Primary	In-Person	Limerick Education Centre
Child Protection and Safeguarding	Wednesday, 29th Jan	9.30 am to 3.30pm	Principals and Deputies Primary	In-Person	Limerick Education Centre
Trauma Responsive Education Day 4	Thurs, 30th Jan	9.30 am to 3.30pm	Relevant Personnel	In-Person	Limerick Education Centre
Ethos Coordinators Cluster 3	Thursday 30th Jan	12.00 am to 1.00 pm	Ethos Coordinators	In-Person	Link to be sent



HSCL	Wed, 5th Feb	11.30 am to 12.30pm	HSCL	Zoom	Link to be sent
Curriculum Leaders Cluster 2	Wed 5th Feb	9.30am to 3.30pm	Curriculum Leaders	In-Person	Limerick Education Centre
Digital Leaders	Postponed	9.30am to 3.30pm	Digital Leaders	In-Person	Postponed - new date in due course
<b>February Mid Term Break</b> 17th -21st Feb					
Curriculum Leaders School Visits	Wed 5th March	9.30 am to 3.30 pm	Curriculum Leaders	Online	Link to be sent
Curriculum Leaders School Visits	Thurs 13th March	9.30am to 3.30 pm	Curriculum Leaders	Online	Link to be sent
Green Skills Programme	Tuesday 24th March	2.00 pm to 4.00pm	Guidance Personnel	In-Person	TBC
SST Annual Review	Wed 30th April	9.30am to 3.30pm	SST Coordinators	In-Person	Limerick Education Centre

### Student Support Teams

Meetings and individual support for SST coordinators continue. Trauma Responsive Education continues with Marie Delaney.

### Limerick and Clare Education and Training Board Youth Work

Following on from the very successful 2024 ETBI conference in partnership with Limerick and Clare ETB in Thomond Park, this years' conference will take place in Galway. The main aim of the conference is to explore the impact and value of youth work in formal and non-formal education, to empower young people and strengthen communities. It will also provide an opportunity to spotlight excellent programme and initiatives in the Youth Work sector.

### Youth Work Committee

The first meeting of the Youth Work Committee took place in March. The new committee represent community and voluntary partners, and we look forward to working with them in the coming years to guidance and support Youth Work in the region.

### Limerick and Clare Education and Training Board Launches New Youth Work Traineeship

Limerick and Clare ETB are pleased to announce the launch of a new Youth Work Traineeship, designed to provide a structured and supported pathway into the youth work sector. This innovative programme combines accredited, classroom-based learning with valuable practical experience in youth work settings, equipping participants with the essential skills, knowledge, and



competencies required to begin a meaningful career in the field. In March, eleven trainees started the traineeship

The Youth Work Traineeship responds to the growing demand for skilled youth work practitioners and reflects the ETB's ongoing commitment to community engagement, social inclusion, and the development of professional pathways within the sector. By investing in the next generation of youth workers, the programme aims to strengthen local youth services and enhance outcomes for young people across Limerick and Clare.

This initiative represents a collaborative effort between education and community stakeholders and underscores the importance of accessible, high-quality training opportunities that meet both regional and national priorities in youth work development.

### Local Creative Youth Partnership (LCYP)

#### Strategic Plan Launch

Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media Patrick O' Donovan will launch the Local Creative Youth Partnership Strategic Plan at 12 noon on Friday, 4 April in Colaiste Ide agus Iosef, Abbeyfeale.

Invitations to follow shortly.

This event will also launch the Local Creative Youth Partnerships 'Call & Response' Creative Youth Festival. This festival will showcase youth creativity in various locations across both counties Limerick and Clare on April 4th, 5th, 6th 2025 and will be highlighted on website [lcyp.ie](http://lcyp.ie) and socials.

The talented students at Colaiste na Trocaire have been immersed in the creative world of semi-abstract painting, producing an array of artworks. This creative journey has allowed them to delve into a vibrant palette of colours, intricate textures, and dynamic forms, allowing their imaginations to flourish. They have eagerly expressed their individuality, crafting pieces that are not only visually striking but also deeply personal and reflective of their unique artistic voices.

Colaiste na Trocaire Fainleog Art Exhibition in Rathkeale Library Opens 6th and runs for three weeks.

Limerick and Clare Education and Training Board hosts and maintains the national web portal for [www.lcyp.ie](http://www.lcyp.ie).

### ETB Week 2025

ETB Week #ETBWEEK 2025 is a nationwide initiative in Ireland celebrating the work of the country's 16 Education and Training Boards (ETBs), their staff, and their learners.

ETB Week is a week-long campaign designed to showcase the diverse range of education and training services provided by ETBs across Ireland. These services cater to learners of all ages, from primary and post-primary schools (including Community National Schools and Community Colleges) to Further Education and Training (FET) and youth services.

It involves the 16 ETBs across Ireland, their numerous schools, colleges, and centres, as well as their staff and hundreds of thousands of learners.

The main goals of ETB Week are to:

- Celebrate the achievements and growth of learners.

- Recognise the dedication and hard work of ETB staff.
- Raise awareness about the comprehensive education and training opportunities offered by ETBs within their local communities.
- Strengthen connections between ETBs and their communities.

Key events include:

- ETB Excellence Awards: A prestigious event recognizing excellence, innovation, and inclusion across all areas of ETB education, training, and youth services. The 2025 awards are scheduled to take place on March 27th in Croke Park, Dublin.
- ETB All Stars talent competition: Showcasing the diverse talents of learners within the ETB network.
- Launch of publications: Sometimes, landmark publications related to the work of ETBs are launched during this week.
- "Múintearas'25: A Celebration of Inclusion in Irish-medium ETB schools": An event specifically celebrating inclusion within Irish-speaking ETB schools.
- Local events: Individual ETBs and their institutions organize various events for learners and staff throughout the week.
- National and local media campaign: Efforts are made to promote the work of ETBs across various media platforms.

ETBWEEK 2025 is a significant event to highlight the important role that Education and Training Boards play in providing a wide spectrum of educational and training opportunities throughout Ireland. It's a chance to celebrate the successes of learners and staff and to increase public understanding of the diverse services that ETBs offer.

A number of Limerick and Clare Education and Training Board schools have entered in the competitions for the week.

### **(b) Further Education and Training, Outdoor Education and Training, Music Provision (Limerick School of Music and Music Generation)**

#### **Colleges of FET, Kilmallock Road Campus**

- A design team has been appointed for the development of a multi-million sports facility located at the College of FET, Kilmallock Rd Campus. This is a joint initiative with Limerick City and County Council, Limerick Regeneration, Limerick GAA and Limerick and Clare ETB.

#### **College of FET, Ennis Campus – Core Skills**

- Adult Educator contracts being rolled out to staff who are eligible and opted for conversion from tutor;
- Inservice training provided for English language staff in Co. Clare on 7<sup>th</sup> March in Ennis;
- Open Day in Ennis Campus hosted on 11<sup>th</sup> March, a lot of work done to make this a very successful event.

#### **College of FET, Croom Campus**

- Current full-time courses commenced on 9<sup>th</sup> September include Department of Agriculture, Forestry, Fisheries and Veterinary, Horsemanship and Animal Care Level 5, Animal Science Level



6 and Equine Breeding Level 6, Department of Health and Welfare Pre-Nursing Studies Level 5 and Health Service Skills (Physiotherapy Assistant) Level 5;

- Local Training Initiatives in Animal Grooming Level 6 commenced in January with learners progressing from Level 5. Part time provision also includes Word Processing and Spreadsheet Methods. First Aid and Patient Handling courses were provided for healthcare learners, a course that ensures that learners are well-prepared to meet safety regulations and professional standards required for work placement and future employment in healthcare institutions;
- In partnership with Home School Community Liaison Teacher at Coláiste Chiaráin, yoga classes for parents are taking place on campus;
- Fifteen learners are receiving 45 hours of additional learning support through AISS under Funding for Learners with Disabilities;
- Horsemanship and Animal Science Co-ordinators facilitated information sessions at Ennis Community College, Coláiste Mhuire and Shannon Comprehensive School to prospective learners in January;
- A monthly campus newsletter has been developed which includes a profile of a former learner who has progressed onto work, education or training highlighting the broad range of opportunities available to learners on course completion;
- Links continue with local stud farms and stables, learners complete Equine Breeding Skills in Manister House Farm and Islanmore Stud;

#### **College of FET, Mulgrave Street Campus**

- Twenty post leaving certificate learners from the Mulgrave Street Campus took part in a two-week work placement in Malaga, Spain in February. Supported by teaching staff, this Erasmus based work placement provided learners with a superb opportunity to work abroad;
- On March 14<sup>th</sup> Mulgrave Street Campus hosted its annual open Day as part of the College of FET open week. Over 700 post primary learners attended and this was a great showcase event for the campus and it is one of its main recruitment opportunities;
- Throughout the month of February teaching staff have been extremely busy running a variety of showcase events that enabled learners to engage with progression or employment-based opportunities. Ranging from business engagement to arts, beauty or sports-based activities, this series of events engaged learners with new opportunities whilst enhancing the course and campus profile.

#### **College of FET, Raheen Campus**

- The new Traineeship in Youth Work started Mar 10<sup>th</sup>. This is a partnership between College of FET, Raheen Campus and Youth Officers from Limerick and Clare;
- Raheen Campus had a large presence at Explore Engineering on March 6<sup>th</sup> at Shannon Airport, providing information stands on Apprenticeships, Traineeships, Skills to Advance and Xplore Hub. Pepper and Nao entertained, and the virtual welding and driving simulators were very popular with the crowds;
- For Engineering Week Instructors from Raheen Campus collaborated with the Mary I Makers Space STEM team to deliver a morning of STEM at Mary I on March 7<sup>th</sup>;
- International Woman's Day was celebrated with a talk about woman's right to vote in Ireland.

### College of FET, Shannon Campus

- **Specific Skills Training:** Shannon Campus is set to increase driving courses in HGV and Bus in 2025 in order to meet the demand for drivers from the transport sector. Bus driving will be offered on Saturdays to facilitate learners who may not be able to avail of full-time delivery. Shannon will also provide a course on the minibus for staff who wish to avail of this training, so they can drive LCETB minibuses;
- **Traineeship:** It is expected that the number of learners registering for long duration traineeships will drop in 2025. Currently Shannon has registered 30 learners in traineeships;
- **Apprenticeship:** Shannon Campus is currently working with SOLAS to establish if provision for Aircraft Apprentices can be increased from 80 to 160 by September. This will require the sourcing and fit out of a new facility and the successful recruitment of an additional seven aircraft instructors by September;
- **FET Pathways from School:** Shannon Campus ran the first taster course for Introduction to Aviation. This was done in conjunction with Atlantic Aviation Group and Ennistymon Community School. Shannon has also delivered a taster course for St. Flannan's School on Creative Woodwork and resin, with very positive feedback;
- **Evening Course Provision:** Shannon Campus has currently registered 350 learners on evening course provision in 2025. This figure is set to increase in 2025 to over 2000. This is in line with Strategic Performance Targets, agreed with SOLAS, for targets such as Transversal Skills, Key Skills and Skills to Compete.

### Youth Education & Training

#### College of FET, Northside Campus – Youthreach

- Sponsorship of €1000 was received from the Competition and Consumer Protection Commission in December 2024, used in January and February to run Global Money months. An inaugural Global Money event in Croke Park took place on Wednesday, March 12th. This was organised as part of the first-ever CCPC (Competition and Consumer Protection Commission) funding initiative for financial literacy. Northside Youthreach was one of over 89 nationwide schools, and Youthreach centres who were awarded funding through this pilot programme, which aims to promote financial awareness and skills among young people. As part of our project, students participated in a centre video competition focused on financial literacy, with over €450 in prizes awarded. The funding also supported the setup of credit union accounts for participants and contributed to a sustainable growing and social enterprise initiative, helping to create a self-sufficient garden. The winning students had the opportunity to travel to Dublin for the event, accompanied by two staff members. It was an inspiring day, filled with innovative ideas and valuable insights. A huge thank you to all the staff and to Enda Molony, Co-ordinator, for their support in making this possible;
- Training in LCA Social Education and SPHE completed by two staff members for the updated LCA curriculum;
- Gardening and raised beds begun in Northside Campus and Ballynanty Centre for the QQI Level 3 General Learning programme. Learners getting green and learning valuable and sustainable skills.



## College of FET, Moyross Youth Academy Campus

- Team-building trip to Outdoor Education Centre Kilfinane as part of Pathways to Construction personal effectiveness skills development;
- Staff members worked with colleagues in Professional Learning and Development office and counterparts in Germany to finalise a schedule for an upcoming trip to a training centre in Bavaria as part of an Erasmus+ programme;
- Staff members continue to network to grow the database of employers that engage with Moyross, Pathways to Construction course.

## Music Generation Clare

- MGCE are rolling out a new pilot vocal programme 'Lyrix' in two schools this March. This vocal pilot, will run over an 8-week period. It is specifically designed for primary school children with the aim of enhancing musical skills, fostering collaboration and promoting creativity and confidence. The two schools participating in this pilot programme are Inch NS and the Holy Family Senior School, Ennis.

## Outdoor Education & Training Centres, The Burren and Kilfinane

- **Buildings:** Sports hall works at OETC Kilfinane are now complete, to include a new roof, windows and doors, hard landscaping externally with improved access for all. OETC, The Burren are planning to refurbish toilets and showers this year;
- **Programmes:** Both OETCs have had a good start to the year with Pathways from Schools programmes and residential courses. A PL&D day for FET staff in 'Leave No Trace' is planned for 20<sup>th</sup> March, jointly delivered by both OETCs;
- **Staffing:** The Burren OETC Manager's post is currently in the recruitment process.

## Support Services

### *Active Inclusion Support Service*

- **Collaboration and Innovation Fund 2025:** The Collaboration and Innovation Fund has now closed. Limerick and Clare ETB received 13 applications, which are currently under review for funding in 2025. This year, 25% of the fund was allocated to financial literacy projects. The fund has been highly successful in piloting new initiatives and resources. The applications received this year have been of a high standard, and it is hoped that as many as possible will receive funding. For further information on the fund, please visit: [Collaboration and Innovation Fund](#)

### *Information, Recruitment & Guidance*

- On 5<sup>th</sup> March IRGSS Information Officer's coordinated the Clare Hospitality Recruitment Fair in the Woodstock Hotel;
- IRGSS are participating in upcoming themed Erasmus/Euro Guidance/Academia study visits, one in the Netherlands and one in Slovenia;
- Following recent visits to University of Ulster, Derry IRGSS a number of students have now been accepted on the UCAS Programme;
- Job-search Skills Workshops are being hosted by the IRGSS team in O' Connell Avenue Campus during March. These workshops will focus on CVs, Application Forms and Interview Skills and

support learners to navigate the employment market and recruitment process in Ireland effectively;

- IRGSS Community Guidance Team held a networking and information meeting at the Child and Family Centre-South City;
- IRGSS supporting all upcoming Open Days across College of FET during Open Week March 10<sup>th</sup>-14<sup>th</sup>;
- On March 6<sup>th</sup> twenty members of the IRGSs team attended the Explore Engineering Showcase at Shannon Airport.

#### Enterprise Engagement

- EESS now chair Explore Engineering. EESS coordinated the LCETB involvement in Explore Engineering Showcase March 6<sup>th</sup> Shannon Airport;
- EESS chair UNESCO Learning Limerick/coordinating the Learning Limerick Festival 7<sup>th</sup>-11<sup>th</sup> April;
- EESS inputting into Regional Southern Assembly meeting Cork March 12<sup>th</sup>;
- EESS presented to ESOL and Migrant Working Group/coordinating links between employers and migrant communities;
- EESS presented at the Castletroy College Careers Fair Saturday 8<sup>th</sup> February;
- EESS presented on Evolving Labour Market trends: March 10<sup>th</sup> Careers Webinar.

#### 7. For Adoption:

- (a) Finance Report was adopted on the proposal of Cllr. Brigid Teefy and seconded by Cllr. Noreen Stokes.
- (b) Draft Financial Statements for 2024 was adopted on the proposal of Cllr. Michael Begley and seconded by Ms. Ann Norton.  
Ms. Ann Norton confirmed that she would come to Marshal House to sign the document.
- (c) Finance Committee Minute 20th February 2025 was adopted on the proposal of Ms. Ann Norton and seconded by Cllr. Noreen Stokes.

#### 8. For Noting:

- (a) Audit & Risk Committee report to the Board of the 21st February 2025 meeting
  - (b) Finance Committee report to the Board of the 20th February 2025 meeting
  - (c) Audit & Risk Committee Minutes 23rd April, 2024
  - (d) Audit & Risk Committee Minutes 21st February, 2025
- Noted.

Ms. Jeannette Ferguson inquired about the quorum for the Audit and Risk Committee, noting that only three members had been present at recent meetings. She asked whether absent members would be contacted if non-attendance persisted.

Mr. Eamon Murphy confirmed that the quorum for the Audit and Risk Committee is three members. If a meeting fails to reach a quorum, it would be rescheduled. He also noted that one member had left the Committee and had been replaced by a new nominee; however, due to scheduling conflicts, the new member had been unable to attend the most recent meeting.



## **9. For Approval:**

(a) Lease of Additional Space at Bay 88 Shannon Industrial Estate for Aircraft Apprenticeship  
Mr. Eamon Murphy, Director of Organisation Support and Development provided an overview of the project, explaining that the ETB has been engaging with SOLAS, NTO and DFHERIS in working towards a shared objective of increasing the aviation training capacity at Shannon Campus. The Campus has been delivering Aircraft Maintenance Apprenticeship training at since 1982. Currently, Shannon Campus is the only provider of Phase 2 of this apprenticeship, with demand for qualified aircraft mechanics increasing both globally and in Ireland.

At present, training capacity is limited to 80 apprentices due to space constraints. To address this, the ETB proposes leasing "Bay 88," a nearby 1,394m<sup>2</sup> facility from Shannon Commercial Enterprises DAC. This expansion would allow for an additional 80 apprentices, doubling capacity to 160. The estimated fit-out cost is €1,042,500 (excl. VAT), with an annual lease cost of €135,819.

This expansion aligns with national efforts to increase training positions, responding to industry demand over the next 3-5 years. The goal is to have the additional training positions in place by September 2025. LCETB would need to enter a three-year lease agreement to secure this facility.

Mr. Sean McMahon asked was the executive satisfied with the proposed lease as the item was a late addition to the Agenda.

Mr. Eamon Murphy explained that they only got notification this afternoon and the Item had to be included on the agenda otherwise they couldn't respond to SOLAS without approval from the Board, as it would have to wait until the April meeting.

Mr. Murphy said that he would provide updates to the Board as the project developments.

The board approved Lease of Additional Space at Bay 88 Shannon Industrial Estate for Aircraft Apprenticeship on the proposal of Ms. Ann Norton and seconded by Cllr. John Sheahan.

## **10. For Appointment**

(a) Change of nominee to Board of Management Gaelcholaiste Luimnigh from Cllr. Catherine Slattery to Mr. Adrian O'Hanlon was proposed by Cllr. Michael Begley and seconded by Cllr. Brigid Teefy.

(b) Ms. Deirdre O'Riordan to the Board of Management, Hazelwood College, Dromcollogher, was proposed by Ms. Jeannette Ferguson and seconded by Cllr. Noreen Stokes.

## **11. ETBI Governance Training Phase 3 (online)**

Members were advised that ETBI have reserved a session for Limerick and Clare ETB Board Members and this is scheduled for 9th April 2pm to 4pm. ETBI will issue the links in due course. Alternative dates and times are available and Caroline Hayes will issue same to Board members. Noted.

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

Ms. Bernadette Cullen, CE expressed gratitude to the Chairperson for the warm welcome to the ETB. Appreciation was also extended to Mr. Donncha O'Treasaigh for his contributions as Acting CE and to Mr. George O'Callaghan for his decade of leadership, during which the ETB experienced

significant growth and development in its delivery of quality learning and teaching to the communities it serves.

In acknowledging the staff as the ETB's greatest resource, the CE thanked them for their warm reception. Drawing from prior experience within the sector, the CE reaffirmed a strong belief in the transformative power of education for individuals, organisations, and communities.

In the initial months, the CE intends to engage closely with the organisation, reconnecting with frontline services and gaining deeper insights into how we are supporting the front-line services. A commitment was expressed to working collaboratively with the Chairperson and Board Members to ensure active oversight of the organisation's activities, highlighted effective governance and the importance of a cohesive, transparent, and trusting relationship between the Board and the Executive in driving organisational effectiveness.

The critical role of leadership in setting the "tone at the top," fostering a culture of integrity, ethical conduct, and good governance across the ETB.

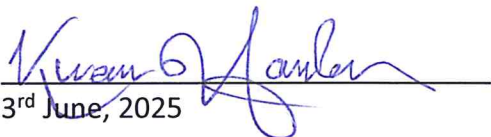
The CE concluded with enthusiasm for the collaborative journey ahead and the shared commitment to furthering the ETB's mission.

Mr. Eamon Murphy reminded members to complete any outstanding forms regarding Ethics in Public Office Act 1995 & Standards in Public Office Act 2001 Disclosure Provisions/Statements of Interests for 2024.

**Date of next meeting:** Scheduled for Tuesday, 15<sup>th</sup> April, 2025

Bernadette Cullen  
Chief Executive.

Chairperson:

  
3<sup>rd</sup> June, 2025