

Waterford and Wexford Education and Training Board

# MINUTES

*Meeting Held 12 January 2021.*

*Held via Microsoft Teams,  
Tuesday, 12 January 2021 at 4.00p.m.*

## **Waterford and Wexford Education and Training Board**

### **Minutes of Meeting held 12<sup>th</sup> January 2021 at 4.00p.m.**

**Board Members in attendance:** Cllr. Barbara-Anne Murphy (Chairperson presiding); Cllr. Lola O'Sullivan (Deputy Chairperson), Cllr. Aidan Browne, Cllr. Kathleen Codd-Nolan, Cllr. Mary Farrell, Ms. Sandra Fogarty, Cllr. Susan Gallagher, Cllr. Leonard Kelly, Cllr. Garry Laffan, Mr. Senan Lillis, Ms. Kate Miskella, Cllr. Eddie Mulligan, Cllr. Pat Nugent, Cllr. Fionntán Ó'Súilleabháin, Cllr. Frank Quinlan, Ms. Mary Ryan, Ms. Finola Walsh.

**Also in attendance:** Mr. Kevin Lewis, Chief Executive; Dr. Karina Daly, Director of Organisation Support and Development; Mr. Owen O'Mahony, Finance Manager; Ms. Eimear Ryan, Director of Schools; Mr. Ken Whyte, Director of Further Education and Training; Mr. Fintan O'Reilly, Corporate Services Manager; Mr. Michael O'Brien, Innovation and Development Manager.

*In attendance during respective Presentations:* Mr. Alan O'Gorman - FET Quality Assurance Manager, Mr. Séamus Conboy - Director of Schools (CNS and ETB Patronage), Education and Training Boards Ireland.

**Apologies:** Mr. Pat Rath, Mr. Richard Byrnes.

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*The meeting was conducted remotely using Microsoft Teams due to COVID-19 restrictions and advised to the Board in advance.*

#### **120121.01 WELCOME AND GENERAL**

- (a) The Chairperson outlined meeting etiquette and protocols to the Board at the outset including procedures around confidentiality and issue of press-media releases, communications and meeting recordings. The Chairperson then introduced the first presenter Mr. Alan O'Gorman, WWETB FET Quality Assurance Manager to the Board.

#### **120121.02 PRESENTATION: QQI Inaugural Review**

The Presentation was circulated and Mr. Alan O'Gorman, FET QA Manager delivered his presentation (shared on-screen) on the 'Inaugural Statutory Review of FET Quality Assurance' to the Board Members. The aim of the Review is the provision of an independent external evaluation of the implementation and effectiveness of the quality assurance procedures {Section 34 of the Qualifications and Quality Assurance (Education and Training) Act 2012} within ETBs. The Review evaluates quality assurance arrangements relating to the provision of education and training and corporate related services. The Review takes place within the scope of the QQI Core Guidelines – 11 Sections and the policies and procedures underpinning the delivery of education and training.

Mr. O'Gorman explained that the three pillars to the Review focus incorporate (a) Governance and Management of Quality, (b) Teaching, Learning and Assessment and (c) Self Evaluation Monitoring and Review. The Review schedule Milestones and deadlines were listed, and the self-evaluation report is due for submission by the 25<sup>th</sup> June 2021. He listed the breakdown of project phases and stated that the main Review visit is to take place 15<sup>th</sup>-19<sup>th</sup> November 2021. He explained how the Review would take place and welcomed the involvement of WWETB Data Analyst within the process. The initial plan was to have physical meetings with the various WWETB groups, but these now need to take place remotely. The Self Evaluation Steering Group is chaired by the Director of FET and he outlined membership of the Group comprising both internal and external representatives; securing a Learner Representative is essential but proving difficult.

The Chairperson thanked the FET QA Manager and questions were invited. The CE extended his appreciation and confidence in the Review led by the FET QA Manager. The Director of FET acknowledged difficulties due to the pandemic and programmes moving online; however, the Review provides an opportunity to examine and reflect on processes.

A short discussion took place. The FET QA Manager acknowledged the difficult timing of the Review but stated that it is also an opportunity to assess operations. He also noted comments and recommendation from Ms. Sandra Fogarty on the provision of platforms or training for individuals, if necessary, should the consultation interviews take place remotely.

### 120121.03 DECLARATION OF INTEREST – CONFLICT OF INTEREST

Conflict of Interest Declaration Forms were circulated to the Board for signature and return *{in order to fulfil requirements as set out in CL0002/2019 Code of Practice for the Governance of Education and Training Boards}*. No conflicts of interest were declared.

### 120121.04 CONDOLENCES

The Board extended sympathy to the following on their bereavements:

*Cllr. Pat Nugent on the death of his niece-in-law Loraine Cliffe;*

*Mr. John O'Connor on the death of his mother Ms. Nancy O'Connor;*

*Ms. Caitriona Murphy on the death of her mother Ms. Kay Murphy;*

*The family of Mr. Sean O'Driscoll;*

*Ms. Majella Stafford on the death of her father Mr. David Forrestal;*

*Cllr. Barbara-Anne Murphy and family on the death of her sister Ms. Paula Redmond.*

### 120121.05 CONGRATULATIONS

- (a) *Dungarvan College-Coláiste Dhún Garbhán:* Second year science class who achieved first place in a quiz organised by the Science Foundation of Ireland called 'UniverSilly Challenged' having competed in an online quiz with approximately 200 teams from schools all over the country.
- (b) *Return to on-line Teaching and Learning:* Cllr. Lola O'Sullivan acknowledged the huge efforts by management and staff on their work in enabling the successful return to on-line teaching and learning in schools.

### 120121.06 MINUTES

The following Minutes of Waterford and Wexford Education and Training Board Meetings were adopted.

- (a) **Minutes of meeting held on the 10th of November 2020:** Proposed Mr. Senan Lillis; Seconded by Cllr. Pat Nugent.
- (b) Minutes of meeting held on the **8th of December 2020:** Proposed: Cllr. Kathleen Codd-Nolan; Seconded Ms. Mary Ryan.
- (c) **Matters arising:** Acknowledgements in the form of a small chocolate gift were issued to schools, centres and office staff before Christmas in recognition and appreciation of their work as discussed at Board meeting previously.

### 120121.07 FINANCE

- (a) **Finance Report:** The Finance Manager presented the Financial Statement (Ref. pages 38-39 of CE's Report circulated) to the Board and briefly highlighted key financial data and information. Receipts were in the region of €104m (87% of the expected amount on the 2020 Service Plan) and reflect regular receipts from SOLAS and DoE. Payments of €98m approximately to the end of November (82% of the expected amount on the 2020 Service Plan), with a closing balance as at the 30<sup>th</sup> of November 2020 of €9,566,266.
- (b) **Additional funding:** Additional funding from DoE of €1.1m was welcomed and relates to an ETB historical funding deficit (in addition to €800,000 back-funding received 2019). These deficits date back to 2013/2014 and have been carried forward each year. This should reduce reliance on the overdraft facility and contribute to a surplus on WWETB Accounts 2020.
- (c) **V15 2020:** Work on-going on the 2020 Annual Financial Statement in advance of presentation to the Finance Committee and to the Board before March 31st.
- (d) **Finance Committee:** Recommendation of nomination for membership to the Finance Committee to be made for the next Board meeting.

### 120121.08 CORRESPONDENCE (120121.17 also refers)

The following correspondence was brought to the attention of the Board and noted:

- (a) **Contracts/Procurement Guidelines:** It was confirmed that relevant information was forwarded in response to a request from *the Committee of Public Accounts* requesting details on any contracts reported non-compliant with procurement guidelines during 2018.

It was explained how a number of ETBs would have indicated that technically, they would not been in compliance with relevant national guidelines, notwithstanding they will have completed the usual local procurement requirements.

- (b) The Chairperson read the following correspondence to the Board:
- (i) Notification of resignation and best wishes from former Board Member **Cllr. Joe Kelly**.
  - (ii) Notification of newly appointed Board Member **Cllr. Frank Quinlan** from Waterford City and County Council.
  - (ii) Thank you note from **Mr. David Doyle**, former Board Member.
- (c) Notice from the Department of Education and Skills regarding publication of **WWETB Annual Report 2019**.

#### **120121.09 GOVERNANCE**

The following reports were circulated to the Board:

- (a) **Audit and Risk Committee** Report to Board of meeting held 25<sup>th</sup> November 2020.
- (b) **Finance Committee** Report to Board of meeting held 9<sup>th</sup> December 2020.

#### **120121.10 MEMBERSHIP TO BOARD OF MANAGEMENT** (120121.17 also refers)

Two Learner Nominees: **Samuel Edwards and Siobhán Howe** were proposed for appointment to the Board of Management of Waterford College of Further Education: Proposed Cllr. Lola O'Sullivan; Seconded Ms. Sandra Fogarty.

#### **120121.11 CHIEF EXECUTIVE'S REPORT**

- (a) The **Chief Executive's Report** was circulated for information and taken as read. Questions were invited and the CE and Directors were invited to elaborate on updates for their respective areas following the Presentation.
- (b) **Gorey Patronage Competition:** new 500 pupil post primary school at Gorey, Co. Wexford due to open in September 2021. WWETB were unsuccessful in the recent Competition for Patronage and the CE gave an overview of the results: 25% approximately of those eligible actually voted and the winning patron 'Educate Together' received 41% of the vote, CEIST 29% and WWETB 30%. The winning patron actually received approximately 10% of the vote of the total electorate entitle to vote and this did not seem to reflect a genuine demand for the winning patron. He thanked all involved for their work especially the Director of Schools, the Education Co-Ordinator, the Communications Team including the Director of OSD and Communications Officer. The commitment and support of teachers, staff, board members, Director of Schools at ETBI and all involved particularly within Creagh College was noted. He acknowledged the encouraging result of 30% despite no existing primary CNS in Gorey currently and the short timescale from notification to voting date which included a school mid-term break.

The process raised a number of questions and issues discussed included:

- Short notice issued to WWETB for such an important competition;
- ETB 'canvassing', in effect, for the establishment of a school and appropriateness of the process as a decision mechanism for the provision of education;
- The management of the patronage competition for a proposed state established school;
- The timing of the process during a pandemic and timescale to develop a suitable campaign;
- Track record of ETBs success nationally, in securing patronages.

A discussion followed and the Bord congratulated the team involved but registered their dissatisfaction with the process. Cllr. Mary Farrell commended all involved but was disappointed with the criteria and the fact that some parents were denied the opportunity to cast their vote. Cllr. Leonard Kelly congratulated the CE and Team and expressed unease with the system for selecting school patrons and stated that the system needed to ensure fairness to pupils who will be accessing education and clarity in giving parents clear options.

He proposed that *concerns are notified in writing* to the relevant authority, Seconded by Cllr. Mary Farrell.

The Board also agreed that Cllr. Kathleen Codd-Nolan would raise the matter at the next ETBI Reserve Members' Forum meeting and the CE at ETBI CE Forum meeting level.

(c) **PRESENTATION: Embedding Ethos in ETB Schools**

*Delivered by Mr. Séamus Conboy, Director of Schools (CNS and ETB Patronage) Education and Training Boards Ireland (ETBI)*

Mr. Conboy thanked WWETB for the invitation and commended their positive showing in the patronage competition. He gave a brief introduction and outlined the purpose of his presentation (shared on screen) to the Board. The two perspectives highlighted were (1) Work happening on 'Ethos' of Post-Primary Schools and (2) discussion on how the Community National Schools (CNS) model could be grown and familiarising the Board with what the CNS model offers.

ETB Ethos and Core Values. Historically ETBs were unsure of their ethos and their confidence in articulating their core values. An initial 'Characteristic Spirit' was identified, then, when CNS became part of the ETBs a different set of values emerged and following a Core values Review in 2018 a firm identity was established: **'State, Co-educational, Multidenominational Schools underpinned by the Core Values of Excellence in Education, Care, Equality, Community and Respect'**.

(In response to query from Mr. Senan Lillis the Director of OSD confirmed that the organisation's four core values would be re-aligned at the next Strategy Statement Review to reflect schools five core values.)

Characteristic Spirit of a CNS and Non-Designated ETB School

Mr. Conboy provided a definition of multidenominational as agreed by the ETB Sector. He emphasised the importance of the Patron and Board Members/Boards of Management being aware of their school's characteristic spirit to ensure that decisions made at Board level uphold and are in line with this characteristic spirit statement. Future plans include ETBI promoting the statement and core values and piloting a 'Patrons Framework' to explore what that means.

Setting the context for CNS

A very complex patronage system exists, and the majority of primary schools are state funded but privately managed, apart from CNSs which are the first State managed primary schools. The unique ethos of the CNS model is the curriculum 'Goodness Me, Goodness You' (developed by the National Council for Curriculum and Assessment) and its four strands of: Identity Education, Values Education, Philosophy and Multidenominational Religious Education; the governance supports available to CNS Boards of Management and principals are also relevant in this regard.

CNS – ambitions to grow

A discussion/question and answer session followed on growing the CNS model within WWETB from the current (one) at Kilnamanagh, Co. Wexford and focussed on:

- Challenges explored in attracting schools to come on board and changing mindset.
- Targeting and approaching, especially small rural schools who may be struggling.
- Feedback/requests from the schools Boards of Management.
- Benefits of CNS and importance of parental choice.
- Advertising, marketing and communication especially to parents who may not be familiar with the CNS Model.

Suggested approaches to expanding the CNS Model were discussed and Mr. Conboy thanked the Board for their input and elaborated on and acknowledged the difficulties and complexities faced.

He referred to Schools Reconfiguration for Diversity programme in the transfer of schools to CNS and referred to change, influence and liaising with the clergy. He also outlined challenges faced at governmental level and recommended choosing viable schools going forward but acknowledged the difficulties without a national strategy.

The CE gave a brief outline of the Waterford City Report on Schools Reconfiguration for Diversity Process - Identification Phase commissioned to establish demand by parents for increased diversity of primary school patronage.

He spoke of difficulties encountered in engagement, but overall goodwill and support existed in the community for greater plurality and diversity in primary education. He encouraged the public representatives to promote the CNS model, where possible.

The Director of Schools added that conversations with principals and local primary schools would be beneficial but creating awareness locally would take time.

(d) **CE Report, continued**

Further Education and Training

The Director of FET highlighted the following contained in the CE Report to the Board:

- Phase 2: List of Apprenticeship Classes Waterford and Wexford 2020.
- Learning Support Service for Apprenticeship.
- Mitigating Against Educational Disadvantage Fund – list of projects and initiatives approved.
- Local Training Initiatives – list of courses and providers.

(e) **WWETB Board Up-date on COVID-19:** The presentation was circulated and shared on screen and the CE and Directors gave an account for their areas of responsibility.

*Section 1: Covid-19 Organisation overview*

The CE confirmed that the SMT acting as the WWETB COVID-19 Response Management Team, the principals/deputy principals, the FET Covid Managers Team and Directors meet regularly with their senior teams.

ETBI CE and Directors Forum continue to meet to ensure national and local consistency in approach.

*Section 2: Schools*

The Director of Schools confirmed that schools are technically open but in a virtual space with remote teaching and learning supported by the IT and Digital Learning teams. Higher quality teaching and learning than last year is evident plus improved student attendance/logging in.

Covid-19 measures remain in place except for access for periods of remote teaching and learning. While considerable funding was made available to schools, they are limited in impact due to prioritisation of resources and she supports schools in decisions made to date.

School Meals and supports continue to operate. Feedback at national level awaited on state examinations.

The Director of Schools to investigate the provision of devices to teachers who do not have access to same as requested by Mr. Senan Lillis - configuration and supply of devices is ongoing.

*Section 3 FET*

Similar to schools with on-line provision and learners receiving Instruction; part-time proving more difficult. Centres closed except for exceptional reasons and amended response plan and guidance notes issued.

Devices distributed before Christmas and currently distributed to learners - Improved teaching and learning reported this time around. Post Covid-19 learner landscape will need to be reviewed in due course.

#### *Section 4: Organisation Support and Development*

Access to buildings curtailed except for absolute essential business.

The Director of OSD advised of Department of Education issued guidelines on working during this period.

HR Interviews continuing on-line, and she thanked the Board for their assistance.

Further PPE ordered and work re temporary accommodation and facilities on-going. A number of new projects commencing – on-line meetings and relationship building with various partners and stakeholders.

(f) **Child Protection Guidelines**

The Director of Schools awaits departmental instruction on advice in relation to holding meetings, if required, (as face-to-face meetings cancelled) to address child protection issues, as raised by Cllr. Mary Farrell.

(g) **ASD Unit, Bunclody Vocational College**

In response to update request in relation to a second ASD Unit at Bunclody Vocational College from Mr. Senan Lillis, the CE confirmed that a meeting with DoE officials is scheduled to take place remotely on a series of accommodation issues.

He advised the meeting that in advance of any announcements such as the delivery of any additional school accommodation, a number of obligations must be fulfilled and managed before proceeding. These also follow a set timeline and pertain to sanction, planning and procurement obligations. Currently, for example some construction programmes are temporarily on hold.

#### **120121.12 BOARD/COMMITTEE REPORTS (including draft reports if not stated)**

(a) The following Board of Management Reports were noted:

- *Bridgetown College held 16<sup>th</sup> December 2020 and 11<sup>th</sup> November 2020.*
- *Bunclody Vocational College held 17<sup>th</sup> November 2020 and 26<sup>th</sup> August 2020*
- *Waterford College of Further Education held 9<sup>th</sup> December 2020 and 21<sup>st</sup> October 2020.*
- *Kilnamanagh Community National School held 7<sup>th</sup> December 2020*

(b) - *Youthreach Board of Management Draft Report of meeting held 8<sup>th</sup> December 2020.*

#### **120121.13 Education and Training Boards Ireland (ETBI)**

The following were circulated and brought to the attention of the Board for information:

- (a) *ETBI Brief No. 24/2020: Apprenticeship Action Plan – Consultation Findings.*
- (b) *ETBI Brief No. 25/2020: Further Education and Training: COVID-19 Services Response Update.*
- (c) *ETBI Reserve Members Forum – Reports of meetings held 21<sup>st</sup> October and 18<sup>th</sup> November 2020 were circulated. Cllr. Kathleen Codd-Nolan reported no update in relation to the Interview Fees remuneration issue.*

#### **120121.14 CIRCULAR LETTERS: Department of Education and Skills**

{available: <https://www.education.ie/en/Circulars-and-Forms/Active-Circulars/>}.

The following Circular Letters were adopted: Proposed Cllr. Mary Farrell; Seconded Mr. Senan Lillis.

- (a) 0081/2020: Revised Procedures for the Upgrading of Grade III Secretary Posts in Schools to Grade IV Posts (Revision to Section 7 of Circular F39/1997.
- (b) 0078/2020: Panel Access for fixed-term/temporary (this includes substitute) and part-time teachers to the Supplementary Redeployment Panel for the 2021/22 school year.
- (c) 0077/2020: Grant Scheme for ICT Infrastructure – 2020/2021 School Year.
- (d) 0076/2020: Arrangements for the Implementation of the Framework for Junior Cycle with particular reference to school year 2020/21.
- (e) 0075/2020: Leaving Certificate Applied Results Year 1 2020.

- (f) 0074/2020: Arrangements for schools to have in place appropriate contingency measures to ensure that schools are prepared to continue to support teaching and learning in the event of a partial or full closure of schools arising from Public Health advice.

**120121.15 PRESS RELEASES: Department of Education and Skills** (120121.17(4) also refers)

{available: <https://www.education.ie/en/Press-Events/Press-Releases/2020-press-releases/>}

The following Press Releases were brought to the attention of the Board and noted.

- (a) 04 January, 2021 – Minister Madigan welcomes positive feedback for first ever dedicated in-school therapy supports for students.
- (b) 30 December, 2020 - Ministers Foley and Madigan announce three-day extension to school Christmas holidays, with schools to re-open on 11 January.
- (c) 28 December, 2020 – Ministers Foley and Harris publish Education Indicators 2020 report: facts and figures on all aspects of the education system.
- (d) 21 December, 2020 – Minister Foley announces patronage of four new post-primary schools to be established in 2021.
- (e) 14 December, 2020 – Second meeting held of Advisory Group on planning for state examinations 2021.
- (f) 10 December, 2020 – Minister Josepha Madigan launches Transition Year Programme for students with vision impairments.
- (g) 08 December, 2020 – Minister Foley welcomes publication of TIMSS 2019 results showing that Ireland is the top performing EU country in Mathematics in fourth class in primary-school and second year at second level.
- (h) 07 December, 2020 – Minister Foley opens #ThinkLanguages 2020 Event.
- (i) 07 December, 2020 – Minister Foley announces €31m Summer Works Scheme for 2021.
- (j) 30 November, 2020 – Minister Foley announces appointment of new Chief Executive Officer to the National Council for Curriculum and Assessment (NCCA).
- (k) 30 November, 2020 – Minister Foley announces €50m ICT grant funding for all primary and post-primary schools.
- (l) 25 November, 2020 – Minister Foley reconvenes advisory group to assist in planning for 2021 state examinations.
- (m) 17 November, 2020 - Minister Foley welcomes new research on Gender Balance in STEM Education.
- (n) 17 November, 2020 - Minister of State Josepha Madigan announces commitment to proactively provide dedicated special education classrooms in new school builds.
- (o) 16 November, 2020 - Minister Foley sends good wishes to Leaving Certificate and Junior Cycle Examination students.
- (p) 16 November, 2020 – Minister Foley announces new Industry Framework to support roll-out of Leaving Certificate Computer Science.
- (q) 12 November, 2020 - Minister Foley announces €55m minor works grant payments for schools.
- (r) 04 November, 2020 – Minister Foley and Minister Harris announce new upskilling programmes for post-primary teachers in mathematics, physics and Spanish.

**120121.16 PRESS RELEASES: Dept. of Further and Higher Education Research, Innovation and Science**

{available: [https://www.gov.ie/en/search/?type=press\\_releases&organisation=department-of-higher-education-innovation-and-science](https://www.gov.ie/en/search/?type=press_releases&organisation=department-of-higher-education-innovation-and-science)} (120121.17(5) also refers)

- (a) 5 January 2021: Minister Harris announces expansion of wifi roaming for students in 90 locations across the country in 2021.
- (b) 29 December 2020: Minister Harris announces €5.8 million in funding for Community Education.
- (c) 28 December 2020: Minister Harris announces four new retrofitting centres of excellence.
- (d) 17 December 2020: Minister Harris welcomes payment of €250 to 71,000 students.
- (e) 14 December 2020: Minister Harris announces Government approval for review of the Student Grant Scheme.
- (f) 3 December 2020: Minister Harris marks International Day of Persons with Disabilities with series of meetings on access to education.



- (g) 2 December 2020: #HaveYourSay on the work of a new Government Department.
- (h) 27 November 2020: Moving Further and Higher Education forward within Level 3 - Minister Harris.
- (i) 24 November 2020: Ministers meet National Skills Council to discuss skills needs and links between education and enterprise.
- (j) 19 November 2020: Ministers Harris and Collins launch €50 million once-off COVID-19 payment scheme.
- (k) 13 November 2020: Minister launches public consultation on 10- year Literacy, Numeracy and Digital Literacy Strategy.
- (l) 12 November 2020: Minister Harris announces ring-fenced Dormant Accounts funding to support Traveller access to and ability to remain in higher education.

#### 120121.17 ADDENDUM

(1) **Hospitality Gifts Policy**

The Policy and summary update were circulated and the Board noted the WWETB Hospitality Gifts Policy.

(2) **Correspondence** (120121.08 also refers)

The Chairperson informed the Board of the resignation of **Mr. Larry O'Brien** from the Board of WWETB. A meeting of the vacancies sub-committee will be scheduled to discuss this and other vacancies in advance of the next WWETB meeting. The Chairperson acknowledged Mr. O'Brien's contribution on the Board and committees during his tenure and wished him well.

(3) **Membership to Youthreach Board of Management** (120121.10 also refers)

The Board appointed Ms. Gráinne O'Donoghue (Staff Representative - Female) to the Youthreach Board of Management: Proposed Cllr. Mary Farrell; Seconded Cllr. Fionntán Ó'Súilleabháin.

(4) **Press Releases: Department of Education and Skills** (120121.15 also refers)

{available: <https://www.education.ie/en/Press-Events/>}

- (a) 07 January, 2021 - Minister for Education Norma Foley TD has confirmed that all schools will regrettably remain closed to students from Monday 11 January.
- (b) 06 January, 2021 - Ministers Foley and Madigan provide further detail of in-school and remote learning provision during the periods of school closure.

(5) **Press releases: Dept. of Further and Higher Education Research, Innovation and Science**

{available: [https://www.gov.ie/en/search/?type=press\\_releases&organisation=department-of-higher-education-innovation-and-science](https://www.gov.ie/en/search/?type=press_releases&organisation=department-of-higher-education-innovation-and-science)} (120121.16 also refers)

- (a) 6 January 2021: Minister Harris confirms further restriction of onsite third level activity in response to deteriorating COVID-19 situation.
- (b) 5 January 2021: Statement from an Tánaiste and Minister for Enterprise, Trade and Employment Leo Varadkar TD - Working from Home.

#### 120121.18 A.O.B.

The Chairperson thanked the Board for their attendance and the two presenters for their informative presentations at the meeting. She extended her sincere appreciation to the Board Members for their commitment and contribution to education and training and support to staff and she extended best wishes for a happy and safe new year.

#### 120121.19 DATE OF NEXT MEETING

The next meeting of Waterford and Wexford Education and Training Board is scheduled to take place on Tuesday, 23rd February 2021

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

*February 23<sup>rd</sup> 2021.*

**Documents circulated:**

*Agenda*

*Conflict of Interest Declaration Forms*

*Minutes of WWETB meetings held 10<sup>th</sup> November and 8<sup>th</sup> December 2020*

*Presentation 1: Inaugural Statutory Review of FET QA*

*Audit and Risk Committee report of meeting held 25<sup>th</sup> November 2020*

*Finance Committee report of meeting held 9<sup>th</sup> December 2020*

*Chief Executive's Report*

*Presentation 2: WWETB Update Covid-19*

*Presentation 3: Embedding Ethos in ETB Schools*

*ETBI Briefs Nos. 24-25/2020*

*ETBI Reserve Members Forum reports of meetings: 21<sup>st</sup> Oct. and 18<sup>th</sup> Nov. 2020*

*Hospitality Gifts Policy*