

Waterford and Wexford Education and Training Board

# MINUTES

*Meeting of Waterford and Wexford Education and Training Board*

*Held at the Ferrycarrig Hotel, Wexford Y35 Y9TA.*

*Tuesday, 14<sup>th</sup> January 2020 at 4.30p.m.*

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

### **Minutes of Meeting held 14<sup>th</sup> January 2020 at 4.30p.m.**

**Board Members in attendance:** Cllr. Barbara-Anne Murphy, Chairperson presiding; Cllr. Aidan Browne, Mr. Richard Byrnes, Cllr. Kathleen Codd-Nolan, Mr. David Doyle, Cllr. Mary Farrell, Ms. Sandra Fogarty, Cllr. Leonard Kelly, Cllr. Garry Laffan, Mr. Senan Lillis, Ms. Kate Miskella, Cllr. Fionntán Ó'Súilleabháin, Mr. Pat Rath, 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. Michael O'Brien, Innovation and Development Manager.

**Apologies:** Cllr. Lola O'Sullivan, Deputy Chairperson, Cllr. Breda Brennan, Cllr. Joe Kelly, Cllr. Eddie Mulligan, Cllr. Pat Nugent, Mr. Larry O'Brien.

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#### **140120.01 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.

#### **140120.02 CONDOLENCES**

The Board extended sympathy to the following:

- ~ *The Family of Cllr. Nuala Ryan;*
- ~ *Ms. Geraldine Sutton on the death of her mother Ms. Mary Kate O'Donohoe;*
- ~ *Ms. Deirdre Hogan on the death of her mother Ms. Patricia Hogan;*
- ~ *Ms. Oonagh Hogan on the death of her mother Ms. Patricia Hogan;*
- ~ *Ms. Mary McDonald on the death of her father Mr. Terry McDonald;*
- ~ *Mr. Tony Dempsey on the death of his sister Ms. Margaret Breen.*

#### **140120.03 CONGRATULATIONS**

Congratulations were extended to students and teachers on their participation in the BT Young Scientist and Technology Exhibition held recently:

- (a) *St. Paul's Community College: Project - 'There's a Cure in the Ground for Everything'.*
- (b) *Creagh College: Projects – (1) 'Levels of anti-oxidants in wheatgrass with a view to recommending its use in the fight against certain diseases e.g. cancer'; (2) TY designed and built a solar powered sleeping mat, hoping to improve life for homeless citizens - one group received 'highly commended' Rosette.*
- (c) *Bunclody Vocational College: Project - 'Keeping the young modern Teenage Traveller in school' received a highly commended award in the Intermediate age category.*

#### **140120.04 MINUTES**

The Minutes of Waterford and Wexford Education and Training Board Meeting held on the 12<sup>th</sup> November 2019 were adopted; Proposed Cllr. Aidan Browne; Seconded Cllr. Mary Farrell.

#### **140120.05 PRESENTATION: 'PROPOSED REGIONAL CENTRE OF EXCELLENCE' (Item 2(a) Addendum refers)**

The Innovation and Development Manager Mr. Michael O'Brien delivered a presentation to the Board on Nearly Zero Energy Buildings (NZEB) and outlined the characteristics of an NZEB Building. He explained that the role of WWETB is to provide training and upskilling for those involved in the development of high-performance buildings. The four founding members of the UN Centres of Excellence are: Ireland (Enniscorthy), America (New York and Pittsburgh) and Canada (Vancouver).

A synopsis of work completed to date by Wexford County Council and Waterford and Wexford Education and Training Board was also provided. Wexford County Council is co-ordinating the development of the Centre of Excellence in High Performance Buildings in Enniscorthy, Co. Wexford in partnership with WWETB.

The National Skills Specification for Trades have been agreed by the National Steering Committee led by WWETB. A number of training programmes were delivered in the Enniscorthy NZEB Centre and updated statistics to the end of December 2019 were provided. It was noted that Enniscorthy is the first trade specific training centre to offer NZEB courses in Europe to crafts people.

Cllr. Fionntán Ó'Súilleabháin and Mr. Senan Lillis congratulated the Innovation and Development Manager and his team on their success and lead in this area and the CE acknowledged the various stakeholders including Wexford County Council, the Innovation and Development Manager and Director of FET and all involved for their work and collaboration on this project.

The next steps, action and timeframes were outlined and included the signature of an MoU between the High Performance Building Alliance and the UN in April 2020. Questions and comments were invited and responded to by the Innovation and Development Manager.

*The Proposal to enter into a High Performance Buildings Regional Centre of Excellence in partnership with Wexford County Council was adopted, Proposed Cllr. Mary Farrell; Seconded Cllr. Fionntán Ó'Súilleabháin.*

#### **140120.06 FINANCE**

(a) **Finance Report:** The Finance Manager gave a brief overview of Waterford and Wexford Education and Training Board's current financial position as set out in the Financial Summary included in the CE's Report circulated, and reported on Receipts and Payments for draft period ended 30<sup>th</sup> November 2019 which was noted. The Finance Officer referred to the closing negative balance of €1.5m, however following a SOLAS interim payment of €2m an overdraft situation did not occur. A further €7.2m was received from SOLAS (which included the prior year's funding of €1.5m) therefore the negative balance was not expected to carry forward. The significance of the Overdraft facility being in place was emphasised to the Board and an overdraft facility of €3m is currently in place to 31<sup>st</sup> December 2020.

The Receipts and Payments are on target and the process has commenced to review the 2019 Accounts with expenditure results underlining growth in 2019. The Board extended their appreciation to the Finance Manager and his team for their work.

(b) **2018 Annual Financial Statements (V15) of WWETB:** The Comptroller and Auditor General's audit has satisfactorily concluded and the Audit Certificate has been issued and was noted.

(c) The CE informed the Board that the Department of Education and Skills are due to appear before the *Public Accounts Committee* in late January and it is likely that ETBs will feature in the discussions.

#### **140120.07 CORRESPONDENCE**

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

(a) **Gorey Community School: Appointment by Joint Patron of Members of the Board of Management for 2019-2022 term of office (140120.09 below refers).**

The CE paid tribute to all involved including the Boards of Management on their input in resolving the issues around student numbers/school places in the Gorey/North Wexford area to the satisfaction of all involved.

(b) Department of Children and Youth Affairs correspondence in relation to requirements for UBU Your Place Your Space (new scheme rebranding Targeted Youth Funding Scheme) and related milestones for ETBs was outlined.

The Innovation and Development Manager referred to the increase in the number of projects within WWETB and under the UBU Scheme the Department of Children and Youth Affairs has identified the various areas for targeting following significant analysis. He extended his appreciation to the WWETB Youth Officers and administration staff for their assistance.

#### **140120.08 GOVERNANCE**

- (a) **Audit and Risk Committee** Report of meeting held 18<sup>th</sup> November 2019 was read by the Chairperson, noted by the Board and the Board's appreciation was extended to the outgoing Chairman Mr. Eddie Breen for his work during his term.
- (b) **Finance Committee** Report of meetings held 25<sup>th</sup> November and 11<sup>th</sup> December 2019 were read by the Chairperson and noted.

#### **140120.09 NOMINATIONS/MEMBERSHIPS TO BOARDS OF MANAGEMENT AND OTHER COMMITTEES**

An updated List of Membership to the various Boards and Committees of Waterford and Wexford Education and Training Board was circulated to the Board. Following the Sub-Group meeting held prior to the WWETB meeting the following were recommended for approval:

##### Schools – Boards of Management

The Director of Schools circulated a list of *Board and Parent Nominees* to the various Boards of Management. The nominees were appointed as listed; Proposed: Cllr. Leonard Kelly; Seconded Cllr. Mary Farrell.

The following were also appointed by the Board; Proposed Mr. David Doyle; Seconded Ms. Sandra Fogarty:

*Dungarvan College-Coláiste Dhún Garbhán:* Mr. Geoffrey Collins  
*Meánscoil San Nioclás:* Mr. Senan Lillis

*Finance Committee:* Mr. Denis McCarthy  
*(both appointed in principle at WWETB meeting held 12/11/2020)* Mr. Larry O'Brien

In addition, the Board were encouraged to put forward additional nominees to the Boards of Management of Bridgetown College, Kennedy College, Blackwater Community School and the Finance Committee.

##### Gorey Community School

Appointment by Joint Patron of Members of the Board of Management for 2019-2022 term of office was noted (140120.07(a) above refers):

*Religious Nominees:* Mr. John Fennell, Ms. Eimear Mooney, Ms. Ann O'Neill;  
*WWETB Nominees:* Cllr. Pat Rath, Cllr. Fionntán Ó'Súilleabháin, Cllr. Kathleen Codd-Nolan;  
*Parent Representatives:* Ms. Trish Crowe, Ms. Mia O'Loughlin; *Staff:* Ms. Siobhan Cullen, Ms. Thérèse Kenny.

#### **140120.10 CHIEF EXECUTIVE'S REPORT**

The Chief Executive's Report was circulated and the Directors and Managers in attendance presented their respective reports and updates. Some items referred to included:

##### Strategic Development and Integration Process

*Quality Assurance:* Mr. Alan O'Gorman appointed Head of Quality Assurance.

*Carrigfoyle (Forth Mountain) OETC:* Meeting held with senior Department of Education and Skills officials.

*Major Building Programmes:* Work on-going and design teams procured for various building projects and WWETB have been asked by the Department of Education and Skills to lead with the building of the new Educate Together primary school in Wexford Town. Two large Further Education and Training building projects are currently being prepared in Wexford Town and Waterford City.

*Targeted Youth Funding Scheme:* – UBU Your Place Your Space launched by the Minister for Children and Youth Affairs Dr. Katherine Zappone, T.D. on the 17<sup>th</sup> December 2019.

*National Skills Specifications:* for Nearly Zero Energy Buildings (NZEB) was launched by the Minister for Housing, Planning and Local Government Mr. Eoghan Murphy, T.D. 14<sup>th</sup> November 2019.

#### Education

*Magenta Principles:* Three teachers and the Education Co-Ordinator delivered day two of the programme on the 7<sup>th</sup> November which is the first time in any country that anyone else has been endorsed to deliver this programme.

*Pobal Ceoil:* Benefits continue to accrue to students; a centralised calendar of events is in operation and students from other schools were encouraged to attend performances.

*Inspection Reports:* a number of positive inspections have taken place in Schools since September. Board Members were requested to remind Boards of Management members that in responding to Inspection Reports (published on Department of Education and Skills website) to be mindful of the ETB/School connection. Cllr. Mary Farrell found recent engagement with an inspection while thorough very worthwhile.

*Gaeltacht Scholarships:* The Director of Schools outlined particulars of the Scheme and the Board adopted the provision of Irish Scholarships to students in WWETB post-primary schools, Proposed Cllr. Mary Farrell; Seconded Cllr. Leonard Kelly.

#### Further Education and Training

*Apprenticeship:* Phase 2 Apprenticeships for Waterford and Wexford Training Centres were set out on page 25 of CE's report and numbers of participants in the various Trades were listed including start and finish dates.

*Local Training Initiative:* ongoing meetings relating to the development of a new LTI with Hook Rural Tourism was outlined. This Programme to have a Virtual Reality and Mini enterprise element to it working in partnership with the FABLAB in New Ross.

*Skills to Advance:* offers a wide range of subsidised upskilling and reskilling for employees – more information at next meeting.

*FET Management updates:* Alan O'Gorman – Head of Quality Assurance; Shay Cummins – Head of Training and Development in Wexford.

*Meetings:* Youthreach and Waterford Area Committee meetings to take place shortly.

#### Organisation Support and Development

*Competency Based Interview Training:* Training for board Members and staff was held recently and further training to be arranged for Board Members interested in participating who could not attend before, Ms. Kate Miskella and Ms. Sandra Fogarty expressed their interest in attending.

*Retirement Event:* Annual event hosted 12<sup>th</sup> December 2019 for twenty members of staff as well as Cllr. Jim Moore outgoing Chairperson of WWETB and Mr. Eddie Breen outgoing Audit Committee Chairperson. The guest speaker was former Governor of Mountjoy Prison Mr. John Lonergan.

*Music Generation:* high quality music education being provided across both counties and several public events took place around Christmas in Waterford and Wexford.

#### **140120.11 BOARD/COMMITTEE REPORTS (INCLUDING DRAFT REPORTS)**

- (a) The following Board of Management Reports were noted:
- Waterford College of Further Education meetings held 29/05/2019 and 11/04/2019.
  - Enniscorthy Vocational College meeting held 01/10/2019.
  - Bunclody Vocational College meetings held 19/11/2019, 11/09/2019 and 25/06/2019.

#### **140120.12 ETBI**

The following ETBI Brief Numbers 21 and 22 were circulated to the Board for information.

- (a) *ETBI Brief No. 21/2019*: Landsdowne Road Agreement – Chairman’s Note re Tutors in Further Education.
- (b) *ETBI Brief No. 22/2019*: ETBI Forums Review 2019.
- (c) *ETBI Reserve Members Forum*: Cllr. Kathleen Codd-Nolan gave a brief report of the first meeting of the new ETBI Reserve Members Forum and Mr. Patrick Murphy was announced as new ETBI President. Cllr. Kathleen Codd-Nolan was congratulated on her election as Chairperson for the coming year.

#### **140120.13 CIRCULAR LETTERS: DEPARTMENT OF EDUCATION AND SKILLS**

{available: [https://www.education.ie/en/Circulars-and\\_Forms/Active-Circulars/](https://www.education.ie/en/Circulars-and_Forms/Active-Circulars/)}. The following Circular Letters were adopted; Proposed Ms. Mary Ryan; Seconded Cllr. Kathleen Codd-Nolan.

- (a) 0074/2019: Revision of Pay Rates in 2020 for Grant Funded School Secretaries, Caretakers and Cleaners employed by the Boards of Management of Recognised Primary Schools or by ETBs in Community National Schools using Ancillary Services Grant funding.
- (b) 0073/2019: Revision of Teacher Salaries with effect from 1 January 2020.
- (c) 0072/2019: Revised Rates and Thresholds of the Additional Superannuation Contribution with Effect from 1 January 2020.
- (d) 0071/2019: Copyright and other Intellectual Property Law Provisions Act 2019 – Matters for Commencement regarding Education.
- (e) 0069/2019: Revision of Salaries of all staff paid directly by a recognised school or ETB with effect from 1 January 2020.
- (f) 0068/2019: Revision of Salaries in respect of all staff other than teachers and SNAs employed by ETBs with effect from 1 January 2020 .
- (g) 0065/2019: Revision of Salaries for Special Needs Assistants (SNAs) with effect from 1 January 2020.
- (h) 0064/2019: Panel access for fixed-term/temporary (this includes substitute) and part-time teachers to the Supplementary Redeployment Panel for the 2020/21 school year.
- (i) 0062/2019: Payment of Tool Allowance to Craft Workers in the ETB Sector.
- (j) 0060/2019 - Sick Leave Scheme for Special Needs Assistants employed in recognised Primary and Post Primary Schools.

#### **140120.14 PRESS RELEASES: DEPARTMENT OF EDUCATION AND SKILLS**

{available: <https://www.education.ie/en/Press-Events/>}. The following Press Releases were brought to the attention of the Board:

- (a) 30 December, 2019 - Minister McHugh announces plan to double number of students in Irish-medium education.
- (b) 23 December, 2019 – Preliminary enrolments in Primary and Post-primary schools announced – Minister McHugh.
- (c) 19 December, 2019 - Minister McHugh announces funding call for programmes to support teachers to upskill in subjects.
- (d) 17 December, 2019 - Minister McHugh announces patronage of six new post-primary schools to be established in 2020.
- (e) 12 December, 2019 - Minister McHugh welcomes new online substitute teacher recruitment website for primary and post-primary schools.
- (f) 11 December, 2019 – Ministers McHugh and Mitchell O’Connor welcome final report of National Council for and Assessment on Review of Relationships and Sexuality Education.
- (g) 10 December, 2019 - Minister McHugh launches latest volumes of Dictionary of Irish Biography – available to all schools.

- (h) 03 December, 2019 - Major international study finds Ireland's students among top performers in reading Literacy.
- (i) 02 December, 2019 - Ministers Breen and Mitchell O'Connor announce the establishment of Joint Labour Committee for the English language education sector.
- (j) 28 November, 2019 - Minister Mitchell O'Connor opens the 5th National Forum on Education for Sustainable Development.
- (k) 28 November, 2019 - Minister McHugh invites parents to express preference for patronage of four primary schools to be established in 2020.
- (l) 27 November, 2019 – Ministers for Health and Education launch 'Know the Score' – a new educational resource on drugs and alcohol for senior cycle students.
- (m) 26 November, 2019 - Minister McHugh congratulates the National Educational Psychological Service of the Department of Education & Skills as it marks 20<sup>th</sup> Birthday.
- (n) 25 November, 2019 - Minister McHugh announces €30million investment in 405 schools.
- (o) 23 November, 2019 - Minister Mitchell O'Connor presents scholarships to 125 recipients at All Ireland Scholarship awards ceremony.
- (p) 19 November, 2019 - Minister McHugh welcomes progress report from National Council for Special Education (NCSE) on Policy Advice on Special Schools and Special Classes.
- (q) 19 November, 2019 - Minister invites applications for patronage of four new primary schools to be established in 2020.
- (r) 18 November, 2019 - Minister Mitchell O'Connor highlights importance of College Awareness Week.
- (s) 18 November, 2019 – Ministers announce awarding of EU contract for review regarding increasing the sustainability of higher and further education provision in Ireland.
- (t) 14 November, 2019 - Minister for Education and Skills launches Guidelines for developing STEM School – Business/Industry Partnerships.
- (u) 13 November, 2019 - Minister Mitchell O'Connor congratulates first graduates of the Insurance Practitioner Apprenticeship at Capstone Project Awards Ceremony.
- (v) 12 November, 2019 - Minister McHugh welcomes substantial progress being made on the Schools Remediation Programme.
- (w) 11 November, 2019 – Minister McHugh announces grants of €29 million for primary schools under Minor Works programme.
- (x) 11 November, 2019 – Minister McHugh announces schools selected to participate in Content and Language Integrated Learning (CLIL) pilot project.
- (y) 07 November, 2019 – An Taoiseach Leo Varadkar joins Ministers to launch €300 million Human Capital Initiative and Future Jobs Ireland Skills and Talent Pillar.

#### **140120.15 ADDENDUM**

##### **1. Correspondence**

Request from Sports Active Wexford for a nominee to the Board of Wexford Local Sports Partnership. *Cllr. Mary Farrell* was nominated, Proposed Cllr. Kathleen Codd-Nolan; Seconded Ms. Mary Ryan.

##### **2. Governance**

- (a) **Proposal to enter into a High Performance Buildings Regional Centre of Excellence in partnership with Wexford County Council (140120.05 above refers).**
- (b) **Approval to extend Post Leaving Certificate (PLC) courses to Gorey under the management of Enniscorthy Vocational College.** The CE briefed the Board on a proposal which would provide individuals with the opportunity to pursue PLCs courses and training locally in the Gorey/North Wexford Area.

The CE and Director of FET have been exploring the potential of running PLC courses in the Gorey area and it was noted that students are travelling out of their locality and travelling long distances to pursue/undertake courses which could take place in Gorey.

Possible accommodation for courses has been identified in the Further Education Centre due to the imminent transfer of the Youthreach Programme to alternative premises with the administration of courses being carried out by Enniscorthy Vocational College (through WWETB). Consultation is taking place on a number of potential courses and a target date of 2020/'21 academic year is looking feasible. This presents an ideal opportunity to test the market demand for various courses and to afford an opportunity for individuals to undertake courses in their own locality.

*Following consideration, the Board adopted the extension of Post Leaving Certificate (PLC) courses to Gorey under the management of Enniscorthy Vocational College; Proposed by Cllr. Fionntán Ó'Súilleabháin; Seconded Cllr. Aidan Browne.*

**(c) Approval to enter into formal negotiations with Educate Together around them partnering with WWETB in a new replacement school for Selskar College in Wexford Town.**

The demand for additional space at Selskar College has been increasing annually and an application was made in 2017 for a new school to cater for the extra demand. Following a number of meetings with the Department of Education and Skills no sanction was forthcoming. The CE and Director of Schools visited Selskar College recently and paid tribute to the school and staff for their patience with facilities and dedication to the school.

Informal discussions have been held with Educate Together and it transpired that there was scope for further discussion and the Board's approval was sought for approval to enter into more formal discussion to agree an MoU with Educate Together.

The CE described the proposed school model which is similar in some ways to that of a Community College Model with a number of designated members of the Board of Management allocated to a partnering education interest (Educate Together) but without a patronage role for that partner. A delegation from WWETB visited a comparable school at City of Dublin ETB before Christmas (Clonturk Community College) and met with their Chief Executive and Principal. It was emphasised that the following would apply to a replacement school for Selskar College:

- It would remain as a WWETB school with retention of current staff, salary and conditions including increased opportunities for promotional posts assuming increased enrolment numbers;
- DES approval for a new 1,000 pupil post primary school would be essential for the project to proceed;
- Educate Together would be invited to partner and a Memorandum of Understanding agreed.
- Retention of DEIS Status;
- Transfer of PLCs to an alternative location (a new FET Centre is being developed in Wexford.)

This is considered a significant opportunity for Selskar College and of paramount importance for education in Wexford Town and environs. The Director of Schools agreed that this was a fitting and correct course of action and would improve facilities immeasurably ensuring a more positive learner experience for students in Wexford town.



The Board welcomed this initiative and queries were clarified. The CE urged confidentiality with respect to both parties to assist negotiations for the possible future arrangements.

*The Board adopted approval to enter into formal negotiations with Educate Together around them partnering with WWETB in a new replacement school for Selskar College in Wexford Town: Proposed Cllr. Leonard Kelly; Seconded Cllr. Garry Laffan.*

**3. Circular Letters: Department of Education and Skills**

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

Circular Letter 0001/2020: Revisions to the Leaving Certificate Arabic interim syllabus and the introduction of a revised specification for Leaving Certificate Classical Studies was adopted, Proposed Cllr. Garry Laffan; Seconded Mr. David Doyle.

**4. Press Releases: Department of Education and Skills**

{available: <https://www.education.ie/en/Press-Events/>}. The following Press Releases were brought to the attention of the Board:

- (a) 13 January, 2020 - Minister McHugh announces €50m in ICT grant funding for schools. This was welcomed and an ICT Strategy will be developed.
- (b) 10 January, 2020 - Minister for Education and Skills congratulates winners of BT Young Scientist and Technology Exhibition.
- (c) 09 January, 2020 – Minister McHugh announces additional funding of €1 million to reduce the cost of school books in DEIS schools.

**140120.16 ANY OTHER BUSINESS**


*St. Declan's Community College:* An application has been made for additional accommodation, however the school is currently over-subscribed and representations may follow from parents due to a shortage of school places. The Director of Schools acknowledged the difficult situation facing parents and clarified the Appeals Process under Section 29 of the 1998 Education Act and referred to the new Admissions to School Act.

**140120.17 DATE OF NEXT MEETING**

The next meeting of Waterford and Wexford Education and Training Board to take place on Tuesday, 24<sup>th</sup> March 2020 at 4.30p.m.

Signed:

Date:

  
March 31<sup>st</sup> 2020

*Documents circulated:*

*Agenda*

*Conflict of Interest Declaration Forms*

*Minutes of meeting held 12<sup>th</sup> November 2019*

*Presentation: Nearly Zero Energy Buildings (NZEB)*

*Updated list of WWETB Board and Committee Membership*

*List of Schools' Board and Parent Nominees to Boards of Management*

*CE's Report*

*ETBI Briefs Nos. 21-22*