

Waterford and Wexford Education and Training Board

MINUTES

Meeting of Waterford and Wexford Education and Training Board

Held via Microsoft Teams

Tuesday, 31st March 2020 at 4.30p.m.

Waterford and Wexford Education and Training Board

Minutes of Meeting held 31st March 2020 at 4.30p.m.

Board Members in attendance: *Cllr. Barbara-Anne Murphy, Chairperson presiding; Cllr. Lola O'Sullivan, Deputy Chairperson Cllr. Aidan Browne, Mr. Richard Byrnes, Cllr. Joe Kelly, Cllr. Eddie Mulligan, Cllr. Pat Nugent, Cllr. Kathleen Codd-Nolan, Cllr. Mary Farrell, Ms. Sandra Fogarty, Cllr. Leonard Kelly, Cllr. Garry Laffan, Ms. Kate Miskella, Cllr. Fionntán Ó'Súilleabháin, Ms. Mary Ryan.*

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, Mr. Fintan O'Reilly, Corporate Services Manager.*

Apologies: *Cllr. Breda Brennan. Unable to attend due to technology/network issues - apologies: Mr. David Doyle, Mr. Larry O'Brien, Mr. Pat Rath, Mr. Senan Lillis, Ms. Finola Walsh.*

The meeting was conducted remotely using Microsoft Teams due to COVID-19 restrictions and advised to the Board in advance. Board Members were invited to submit questions in advance on Agenda Items if desired (in order to streamline the process) with opportunities available as usual throughout meeting as per normal.

310320.01 WELCOME AND GENERAL

The Chairperson highlighted the following to Board Members:

- *Microsoft Teams:* To ensure smooth running of the meeting Participants were requested to (a) ensure their microphone is muted when not speaking; (b) announce themselves when they wish to speak; and (c) if experiencing difficulties to inform the Director of OSD, present at meeting, by text.
- Board Members were reminded to ensure completion and return of the *Declaration of Interest - Conflict of Interest* forms before meeting.
- *Standing Orders of WWETB:* The Chairperson drew the Board Members' attention to Sections of the Standing Orders in relation to board meetings and interactions with the media, specifically (a) Item 3.11 which allows that in exceptional circumstances and subject to the prior approval of the Chairperson and/or the Chief Executive, Board Members may be permitted to attend Board meetings via teleconferencing or video conferencing and (b) Item 16.1-2 which states that all interaction with the media on WWETB matters shall be agreed with the Chief Executive in consultation with the Chairperson and that all press releases shall be issued through the office of the Chief Executive.

310320.02 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.

310320.03 CONDOLENCES

The Board extended sympathy to the following:

- *Ms. Louise Carty on the death of her sister Ms. Niamh Carty;*
- *Mr. Kevin Lewis on the death of his father Mr. Gerard Lewis and his Aunt Ms. Ita Thornton;*
- *The family of Mr. Kenneth Quinlivan, (Former Principal and Deputy Principal);*
- *Ms. Mary Barron on the death of her mother Ms. Bridget Barron;*
- *The family of Sean O'Keeffe-Hempenstall (former pupil);*
- *Ms. Ann Burke on the death of her sister Ms. Carmel Sheehan;*
- *Ms. Michelle Burke on the death of her Aunt Ms. Carmel Sheehan;*
- *Ms. Anne-Marie Jones on the death of her father Mr. Matthew McCabe;*
- *Mr. Jason Ryan on the death of his Mother-in-Law Ms. Patricia Kervick;*

- *Ms. Bernadette Quigley on the death of her father Mr. Patrick Quigley;*
- *Prof. Willie Donnelly on the death of his mother Ms. Bridget Donnelly;*
- *Mr. Frank Lonergan on the death of his wife Ms. Teresa Lonergan;*
- *Mr. Fred Nathan on the death of his brother Mr. Stephen Nathan.*

310320.04 CONGRATULATIONS

Congratulations were extended to:

- (a) *Kilnamanagh Community National School: To the students of 3rd - 6th class and their teacher on being placed in the top 10 out of over 130 entries in the Science Blast Exhibition held at the RDS for their experiment on hand washing and its importance.*
- (b) *Seanad General Election: Cllr. Malcolm Byrne on his election as Senator following his nomination to the Cultural and Educational Panel.*
- (c) *Selskar College students, teachers and senior management: (i) LCA1 'Make Create Decorate' enterprise who were the overall winners in the LCA/LCVP category at the Co. Wexford X-Cel Enterprise School Awards 2020 and (ii) Worldwide Global School's Citizen's Passport Award: 'addressing climate change and bettering their local environment'.*

310320.05 MINUTES

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

- (a) *14th January 2020 - Proposed Cllr. Mary Farrell; Seconded Cllr. Kathleen Codd-Nolan.*
- (b) *25th February 2020 (Special Meeting) – Proposed Ms. Kate Miskella; Seconded Ms. Mary Ryan.*
- (c) *Matters arising: negotiations with Educate Together around them partnering with WWETB in a new replacement school for Selskar College in Wexford Town.*

The CE updated the Board on talks to date. Negotiations had advanced but due to the COVID-19 restrictions and changes within the national 'Educate Together' structures were not concluded. Director of Schools has been in close communication with 'Educate Together' in an attempt to progress the completion of a Memorandum of Understanding.

Cllr. Leonard Kelly enquired on general progress to date and if the programme is proceeding satisfactorily. The CE stated that he and the Director of Schools were generally satisfied with progress so far, expressed confidence that further advancement could be made between now and the next Board meeting assuming issues pertaining to national Educate Together structures were resolved soon and a Memorandum of Understanding is expected to be available in May. The CE indicated that no negotiations can take place in relation to land acquisition until relevant sanction and approval is forthcoming from the Department of Education and Skills and elaborated on procedures in relation to this.

- (d) Cllr. Lola O'Sullivan proposed that the meeting is recorded as an aid to minute taking; Seconded Cllr. Leonard Kelly and agreed by the Board Members.

310320.06 FINANCE

- (a) **Finance Report:** Finance updates set out on page 45 of CE's Report circulated.
- (b) **WWETB Annual Financial Statement - V15 for year ending 2019.** The financial documents circulated and presented to the Board included the Final accounts: Draft Annual Financial Statement V15 WWETB for year ending 2019, Presentation Updates to 2019 V15 Accounts, the Statement on Internal Control 2019, Statement to the Minister - Section 6.8 Declaration 2019 and WWETB Annual Accounts Presentation.

The Finance Officer delivered a presentation to the Board on the WWETB V15 Annual Accounts 2019 which gave an overview of the (a) Financial Statement approval timeline, processes and steps involved, (b) the Financial Summary of 2019 Receipts and Payments, (c) a comparison with the previous year and with the Service Plan. He gave a detailed analysis of funding receipts and payments to the Board, reported good growth in activity during 2019 with a significant decrease in WWETB's historical deficit.

The financial statements for adoption follows Audit and Risk and Finance Committee recommendations made at their meetings held on the 11th and 18th March respectively. The Board were advised that the documents presented are in draft format and subject to audit by the Office of the Comptroller and Audit General. The statutory deadline for receipt of the financial statements at the Office of the Comptroller and Audit General is 1st April 2020. The Finance Officer acknowledged the assistance received enabling completion within the deadline in accordance with legislation.

The Chairperson invited questions from the Board which were responded to including from Cllr. Joe Kelly regarding reduction in the financial legacy deficit and Cllr. Eddie Mulligan regarding rent negotiations and cost. The CE advised that the Department of Education and Skills has acknowledged efforts to reduce the deficit and is a factor across all of the ETB sector. Rental costs in some cases were a feature of historically higher market values and the necessity to balance appropriate lease renewals whilst also ensuring sufficient availability of suitable facilities, was emphasised.

The CE commended the Finance Department on the development and timely completion of the financial accounts. He further commended the Director of FET and Finance Officer on financial management of the FET area which has led to a large increase in budget allocation from SOLAS. Challenges in other areas such as school budgets and tight funding timelines were acknowledged. He added that it remains prudent that overdraft facilities continue to remain in place for the foreseeable future. Cllr. Garry Laffan complimented the Finance Officer on his informative report and the Board noted the associated Audit and Risk and Finance Committee reports - to be circulated to the Board.

The Board adopted the Draft Annual Accounts (V15) WWETB, Statement on Internal Control and Chairperson's Statement to the Minister for Education and Skills and approved the signature of accompanying documentation by the Chairperson and Chief Executive; Proposed Cllr. Garry Laffan; Seconded Ms. Mary Ryan.

310320.07 CORRESPONDENCE

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

- (a) *Publication of WWETB Accounts* year ending 31st December 2018 – Notification from Department of Education and Skills to proceed with the publication of accounts as set out in relevant Regulations.
- (b) *Letter of Determination* from DES in respect of year ending 31st December 2020 setting out funding under various programme headings and submission of a Service Plan.
- (c) Letter from Office of the Comptroller and Auditor General setting out the basis of conduct of *Audit of Accounts WWETB 2019*.
- (d) *Waterford Institute of Technology: Nominations to the Governing Body* of WIT (310320.16 also refers). The CE described the nomination process {Section 4 of the Regional Technical Colleges (Amendment) Act 1994} which includes making proposals to the Minister for Education and Skills in order to facilitate appointments to their Governing Body (six in total: 4 nominees of Waterford and Wexford, one nomination of Tipperary and one Kilkenny and Carlow ETBs and outlined correspondence from Waterford IT inviting nominations.

The Chairperson invited nominations and the following nominees were recommended:

1. *Ms. Mary Ryan* (currently in-situ): Proposed Cllr. Lola O'Sullivan, Seconded Cllr. Pat Nugent.
2. *Cllr. Barbara-Anne Murphy*: Proposed Ms. Mary Ryan; Seconded Cllr. Pat Nugent.
3. *Cllr. Lola O'Sullivan*: Proposed Ms. Mary Ryan; Seconded Cllr. Pat Nugent.

Cllr. Lola O'Sullivan explained that due to the proposed establishment of the Technological University involving the proposed amalgamation of WIT and IT Carlow she considered that it was important that the same members be re-appointed to the governing body to ensure continuity and in view of the delicate stage of the planned amalgamation. In that regard she wanted to nominate *Cllr. Tom Cronin* and proposed that he would remain in situ for a period of twelve months; Seconded Cllr. Pat Nugent.

Cllr. Joe Kelly's view was that the position should be held by an existing WWETB Board Member and proposed *Cllr. Leonard Kelly* as the fourth nominee; Seconded by Cllr. Fionntán Ó'Súilleabháin. Cllr. Aidan Browne proposed *Cllr. Garry Laffan* as the fourth nominee; Seconded by Ms. Kate Miskella.

Following discussion Cllr. Lola O'Sullivan withdrew her nomination of Cllr. Tom Cronin and suggested representation should be geographically based, i.e. two Waterford and two Wexford with gender balance; Seconded Cllr. Pat Nugent. The Board resolved to elect the fourth representative, following the nomination of Cllr. Leonard Kelly and Cllr. Garry Laffan and proceeded to a vote to determine the final nominee. The Chairperson confirmed both candidates running and the Director of OSD was assigned as Teller for the proceedings.

The voting method agreed on was an audio 'Roll Call' Ballot and the Director of OSD invited and logged received votes for candidates. The Board Members cast their votes for the two candidates. The votes received were then counted and verified with a result of six votes for Cllr. Garry Laffan, five votes for Cllr. Leonard Kelly and four abstentions.

The Chairperson confirmed *Cllr. Garry Laffan's* nomination for appointment to the Governing Body of Waterford Institute of Technology, congratulated him and extended commiserations to Cllr. Leonard Kelly.

- (e) *Institute of Technology Carlow* – Nominations to the Governing Body: The Chairperson invited nominations to the Governing Body of IT Carlow. The Board re-nominated *Ms. Catherine O'Donnell* to represent Waterford and Wexford Education and Training Board on the Governing Body of IT Carlow; Proposed Cllr. Kathleen Codd-Nolan; Seconded Cllr. Garry Laffan, all agreed. (No existing WWETB members were put forward as nominees).
- (f) *Waterford Sports Partnership* – Nomination of Director: The Board nominated *Mr. Michael O'Brien* (Innovation and Development Manager) to the Board of Waterford Sports Partnership; Proposed Cllr. Aidan Browne; Seconded Cllr. Kathleen Codd-Nolan.
- (g) *Seanad General Election* – Nomination to the Cultural and Educational Panel, Nominating Body: ETBI. Documentation previously forwarded to the Board for information.

310320.08 GOVERNANCE

- (a) *Audit and Risk Committee*: Report of Meeting held 11/03/2020 (item 310306(b) refers).
- (b) *Finance Committee*: Report of Meeting held 18/03/2020 (item 310306(b) refers).
- (c) *Approval/Renewal of Leases*: The Corporate Services Manager provided particulars of lease associated with the Training Centre in Waterford. The renewal period was for a five year term from 4/11/2019 to 4/11/2024 including an eighteen month exit clause for both parties. The Board approved the Lease as outlined for Waterford Training Centre Unit 210, Waterford Industrial Estate; Proposed Cllr. Lola O'Sullivan; Seconded Cllr. Pat Nugent.

In response to a query on leasing costs, the Corporate Services Manager confirmed that the rate was *competitive with benchmark figures for industrial unit accommodation of that size.*

- (d) *Risk Management:* an additional item to be added arising from the Covid-19 Pandemic.

310320.09 NOMINATIONS/MEMBERSHIPS TO BOARDS OF MANAGEMENT AND OTHER COMMITTEES

- (a) **Coláiste an Átha Board of Management:** The Nomination put forward was withdrawn pending confirmation by the Board of Management.
- (b) **Youth Work Committee:** *Mr. Ollie Breslin:* Nominee representing the Voluntary Youth Sector was appointed to the Youth Work Committee; Proposed Cllr. Joe Kelly; Seconded Ms. Mary Ryan.
- (c) **Section 29 Appeals Sub-Committee and Interview Boards** – the inclusion of additional nominees (in addition to current and past Board and VEC members) the following retired principals: *Ms. Suzanne Barrett, Mr. Eugene Power, Ms. Fionnuala Greene;* Proposed Cllr. Kathleen Codd-Nolan; Seconded Cllr. Mary Farrell.

310320.10 CHIEF EXECUTIVE'S REPORT

The Chief Executive's Report was circulated.

- (a) **COVID-19 Update:** The current Pandemic was referred to and the CE reported that:
- Schools and FET Centres closed 12th March and offices effectively from 16th March (in line with government direction).
 - Learners being provided with online resources and thanks was extended to all Principals, Teachers, Programme Managers and support staff and overseen by the Director of Schools and Director of FET. Challenges facing students in the current climate was also acknowledged.
 - Surveys returned reported overall satisfaction in terms of the support provided.
 - The work of the Senior Management Team and in particular the Director of OSD was acknowledged in ensuring that our administrative functions, such as creditor payments, IT, Payroll, FET Payments {change to system} and the whole suite of activities continue unaffected. Thanks was expressed to staff who have done so much to ensure key services continued seamlessly and the Board Members were assured of continued responsiveness in a constantly evolving situation while cognisant of the wellbeing of everyone.
 - The situation is being constantly monitored and managed and await further direction from the government.
- (b) **Gloves/Sanitisers:** Cllr. Mary Farrell made an appeal for spare items if suitable and available in schools, for donation to local community groups in the interim if appropriate. The CE agreed to raise the matter at the next Principals meeting and this was noted. It was noted that equipment would be required by schools in the event of them re-opening and also that there was an expected imminent government directive that any spare school PPE should be notified to the OGP who would decide where that equipment should be allocated.
- (c) **PLC Courses, Gorey:** Cllr. Mary Farrell welcomed the extension of PLC courses to the Gorey area and enquired regarding availability of marketing information suitable for social media. The CE confirmed the acquisition of facilities is being examined and members were encouraged to publicise the availability of courses in the North Wexford area. The Director of OSD in response to Cllr. Mary Farrell's request for a promotional leaflet confirmed that a marketing plan is being developed for advertising of courses.
- (d) **Personal Protective Equipment (PPE):** The Innovation and Development Manager reported on the involvement of the New Ross and Enniscorthy Fablabs in the design of components for use in protective masks/headpieces for circulation to the healthcare sector.

- (e) Cllr. Fionntán Ó'Súilleabháin highlighted apparent anomalies in the Covid-19 Pandemic income support arrangements in particular in relation to age qualifications for payments of apprentices and asked if it could be investigated. The Director of FET agreed to contact the relevant Department in relation to this.

310320.11 POLICIES

The Director of OSD outlined updates to current policies which were noted by the Board:

- (a) *Carer's Leave Policy.*
(b) *Absence Management and Sick Leave Policy (both Policies merged).*

310320.12 BOARD/COMMITTEE REPORTS (INCLUDING DRAFT REPORTS)

- (a) The following Board of Management Reports were noted:
- *Kilnamanagh Community National School* meetings held 6th December 2019 and 14th February 2020.
- *Bunclody Vocational College* meetings held 19th November 2019 and 3rd March 2020.
- *Enniscorthy Vocational College* meetings held 26th November 2019, 11th December 2019 and 21st January 2020.

310320.13 ETBI

The following ETBI Briefs were brought to the attention of the Board for information.

- (a) ETBI Brief No. 01/2020 re Landsdowne Road Agreement – Chairman's Note re Tutors in Further Education.
(b) ETBI Brief No. 02/2020: TUI Strike Action on 4th February 2020 Guidelines for ETBs on TUI Industrial Action.
(c) ETBI Brief No. 03/2020: Information on novel coronavirus (2019-nCoV).
(d) ETBI Brief No. 04/2020: COVID 19 information.
(e) ETBI Brief No. 05/2020 - Re: CL0018/2020 – Staffing Arrangements in Primary Schools and Transfer/Redeployment of Surplus CNS Teachers.
(f) ETBI Reserve Members Forum – Report of meeting held 9th January 2020. Cllr. Kathleen Codd-Nolan gave an up-date of report which was circulated to the Board and items dealt with at their meeting included nominations of Chairperson and Vice Chairperson of the ETBI Reserve Members Forum, members to ETBI Board and ETBI Chairperson/President nomination.
(g) The Chairperson advised the Board that training may be provided for Board Members at the May meeting having attended governance training herself for ETB Chairs 29th February.

310320.14 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. Joe Kelly; Seconded Cllr. Kathleen Codd-Nolan.

- (a) 023/2020: COVID-19 (Coronavirus): Arrangements applying to learner payments in Education and Training Boards.
(b) 0022/2020: COVID-19 (Coronavirus): Arrangements for all Public Service employees.
(c) 0021/2020: COVID-19 (Coronavirus): Arrangements for all staff other than Teachers and SNAs employed by Education and Training Boards.
(d) 0020/2020: Coronavirus (COVID-19): Arrangements for Teachers and Special Needs Assistants employed in recognised primary and post primary schools.
(e) 0019/2020 Appendix A and Release Time for Principal Teachers in Primary Schools.
(f) 0018/2020: Appendices A-H - Staffing arrangements in Primary Schools for the 2020/21 school year.
(g) 0017/2020: Guidance on the Junior Cycle Subject Learning and Assessment Review Process.
(h) 0016/2020: Framework for Junior Cycle – History in Schools from September 2020 onwards.
(i) 0015/2020: Approved Allocation of Teaching Posts 2020/21 school year in Education and Training Boards.

- (j) 0011/2020: Policy on Gaeltacht Education 2017-2022: Post-primary schools in Gaeltacht language-planning areas participating in the Gaeltacht school recognition scheme: Ongoing implementation of the Scheme (2020 - 2021).
- (k) 0009/2020: Graduate Certificate in the Education of Pupils with Autism Spectrum (AS) for teachers working with Pupils on the AS in Special Schools, Special Classes or as Special Education Teachers in mainstream Primary and Post-Primary Schools, 2020/2021.
- (l) 0008/2020: Post-Graduate Diploma Programme of Continuing Professional Development for Special Education Teachers, 2020/2021.
- (m) 0007/2020: Commencement of certain Sections of the Education (Admission to Schools) Act 2018.
- (n) 0006/2020: Diversification of Foreign Languages Provision in the Curriculum.
- (o) 0005/2020: Standardisation of the School Year in respect of Primary & Post-Primary Schools for the years 2020/21, 2021/22 and 2022/23.
- (p) 0004/2020: Work Stoppage by TUI Member Teachers – 4 February 2020.
- (q) 0003/2020: Teacher Fee Refund Scheme 2019.
- (r) 0002/2020: Prescribed Material for Leaving Certificate English Examination in 2022.

310320.15 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 and noted.

- (a) 19 March, 2020 – Minister McHugh Announces Cancellation of Leaving Certificate and Junior Cycle Oral and Practical Performance Tests.
- (b) Covid-19 - Statement from the Department of Education and Skills 13-29 Mar 2020.
- (c) Covid-19 – Statement from the Department of Education and Skills.
- (d) 25 February, 2020 - Minister McHugh welcomes publication of draft Primary School Curriculum Framework.
- (e) 18 February, 2020 – Minister announces arrangements for schools to apply new special core status of History at Junior Cycle.
- (f) 31 January, 2020 - Department of Education and Skills – New Irish Language Scheme.
- (g) 24 January, 2020 - Ministers invite expressions of interest for a number of vacancies to governing authorities of higher education institutions.
- (h) 15 January, 2020 – Minister for Education and Skills commences sections of the Education (Admission to Schools) Act, 2018 in respect of school admission.
- (i) 14 January, 2020 – Minister McHugh welcomes positive first results from the national evaluation of the Digital Learning Framework in schools.

310320.16 ADDENDUM

(a) Correspondence

The Board recommended the following nominees for appointment to the Governing Body of Waterford Institute of Technology (310320.07 above also refers):

- (i) *Mr. Michael Fitzpatrick*: re-appointment of ICTU Representative;
- (ii) *Cllr. Kieran Bourke*: Tipperary Education and Training Board;
- (iii) *Cllr. Mary Hilda Cavanagh*: Kilkenny and Carlow Education and Training Board.
Proposed Cllr. Kathleen Codd-Nolan; Seconded Ms. Kate Miskella, LOS

(b) Governance

- (i) Approved Minutes of *Audit Committee* meeting held on the 18th November 2020 were noted.
- (ii) Approved Minutes of *Finance Committee* meeting held on the 11th December 2020 were noted.

(iii) *Kilnamanagh Community National School* – approval in principle for Lease of the property: The CE outlined current stage of negotiations and it was confirmed that the Church of Ireland Board meeting was deferred; however a Letter of Comfort can be provided. The Director of OSD set out details of rent and lease particulars and confirmed that an Engineer’s Report has been completed. Details on final lease to be available for May meeting. The Board granted approval of the Lease in principle between WWETB and Ferns Diocesan Board of Education; Proposed Cllr. Mary Farrell; Seconded Cllr. Fionntan O’Súilleabháin.

(c) **Chief Executive’s Report**

Creagh College: additional report for information (ref. 310320.10 above).

(d) **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. Kathleen Codd-Nolan; Seconded Ms. Sandra Fogarty.

- (i) 0026/2020: COVID-19 (Coronavirus) - Delay Phase Arrangements for all Public Service employees Further and Higher Education.
- (ii) 0025/2020: COVID-19 (Coronavirus) - Delay Phase: Arrangements for all staff other than Teachers and SNAs employed by Education and Training Boards.
- (iii) 0024/2020: Coronavirus (COVID-19) Delay Phase: Arrangements for teachers and special needs assistants employed in recognised primary and post-primary schools.

(e) **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.

- (i) 26 March, 2020 - Government confirms continued funding for Schools Meals Programme.
- (ii) 24 March, 2020 - Covid-19 Statement from the Department of Education and Skills.

310320.17 ANY OTHER BUSINESS

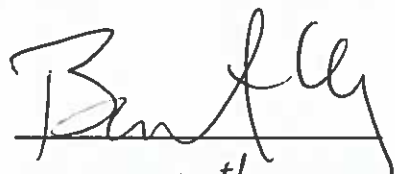
- (a) The Chairperson conveyed the Board’s appreciation and recognition to all staff throughout WWETB. She paid tribute to staff, including teaching and non-teaching, administrative, caretaking and all related personnel for their work and support under difficult circumstances. She also wished students /learners well in this difficult time.
- (b) Youthreach Board of Management: *Mr. Brian Mulvihill* was appointed to the Youthreach Board of Management at WWETB meeting held on the 25th February 2020.
- (c) The Chairperson emphasised again to the Board the importance of adhering to WWETB Standing Orders in interactions with the Media on WWETB matters (Item No. 310320.01 above refers).

310320.18 DATE OF NEXT MEETING

The next meeting of Waterford and Wexford Education and Training Board is scheduled to take place on Tuesday, 12th May 2020. It was agreed that the meeting would commence at the earlier time of 4.00p.m.

The Chairperson and Chief Executive thanked the Board Members for attending the meeting.

Signed:



Date:

May 12th 2020

Documents circulated:

Agenda

Conflict of Interest Declaration Forms

Minutes of meetings held 14th January 2020 and 25th February 2020

Financial documents:

**Draft Annual Financial Statement V15 WWETB for year ending 2019,
SIC, Section 6.8 Declaration, Presentation to the Board and
Presentation updates 2019**

Audit Committee Report of meeting held 18/11/2020

Finance Committee Report of meeting held 11/12/2020

CE's Report (including supplementary report)

Carer's Leave Policy (including Summary of Policy amendments)

Absence and Sick Leave Policy

ETBI Briefs Nos. 01-05/2020

ETBI Reserve Members Forum Report of meeting held 9th January 2020