

Waterford and Wexford Education and Training Board

MINUTES

WWETB Meeting held 4th September 2018

*Held at the Wexford County Council Offices,
Carricklawn, Wexford
4th September 2018 at 4.30p.m.*

Waterford and Wexford Education and Training Board
Minutes of Meeting held Tuesday 4th September 2018

Board Members in attendance: *Cllr. Jim Moore Chairperson presiding, Cllr. Michael J. O’Ryan, Deputy Chairperson, Cllr. Malcolm Byrne, Cllr. Tom Cronin, Cllr. Kathleen Codd-Nolan, Mr. Geoffrey Collins, Cllr. Barbara-Anne Murphy, Ms. Nessa Murphy, Cllr. Pat Nugent, Cllr. Fionntán Ó’Súilleabháin, Cllr. Lola O’Sullivan, Ms. Mary Ryan, Ms. Áine Uí Fhoghlú, Mr. John Wall.*

Also in attendance: *Mr. Kevin Lewis, Chief Executive, Ms. Eilís Leddy, Director of Schools/Education Officer, Mr. Owen O’Mahony, Finance Manager, Mr. Ken Whyte, Director of Further Education and Training, Mr. Michael O’Brien, Innovation and Development Manager, Mr. Paul Glynn, Acting Director of OSD.*

Apologies: *Cllr. Ger Carthy, Mr. David Doyle, Mr. John Evoy, Cllr. Mary Farrell, Mr. Mark Fitzgerald, Cllr. Mary Roche, Ms. Finola Walsh.*

040918.01 CONDOLENCES

The Board extended sympathy to the following:

- *Ms. Eilís Leddy on the death of her brother Mr. Colm Ó Cuileanáin.*
- *Ms. Eileen Carroll on the death of her mother Ms. Sadie Carroll.*
- *Ms. Caroline Redmond on the death of her father Mr. Billy Byrne.*

040918.02 CONGRATULATIONS

The Board extended congratulations to the following:

- Students and Learners who received their Leaving Certificate and Leaving Certificate Applied examination results 2018.
- The Chairperson welcomed Mr. Paul Glynn, Acting Director of Organisational Support and Development during the absence on Leave of Dr. Karina Daly until January 2019.
- Wexford Lions Club Centenary Bursary: Selskar College Student Michaela O’Farrell who has been awarded a Bursary to assist with further studies.

040918.03 MINUTES

The Minutes of Waterford and Wexford Education and Training Board meeting held on the 3rd July 2018 were adopted: Proposed Mr. John Wall; Seconded Cllr. Kathleen Codd-Nolan.

Matters arising: The CE thanked the Deputy Chairperson, Director of Schools/Education Officer, Corporate Services Section and all involved for their efforts in successfully securing temporary accommodation at St. Declan’s Community College in time for the commencement of the school year.

040918.04 FINANCE

- (a) *Finance Report:* The Finance Manager presented the Financial Summary and update on Receipts and Payments to the Board (*pages 22-24 of CE’s Report circulated*).
- (b) *School Budgets:* Training has been provided to assist with the management of School Budgets following the development and circulation of Budget Templates to Principals.
- (c) *Overdraft Facility:* The Finance Manager confirmed sanction of the Minister for Education and Skills for an overdraft facility with an upper limit of €3,000,000 from 7th August 2018 to 31st December 2019 subject to relevant Regulations.

In accordance with Section 49(3) of the Education and Training Boards Act 2013 the Board accepted the proposal to borrow in order to carry out the functions of the Board. Approved, Proposed: Cllr. Barbara-Anne Murphy; Seconded Cllr. Malcolm Byrne.

- (d) Sanction for the use of new *School Bank Accounts*: the Board were updated on the arrangement which allows flexibility to schools for day to day minor expenditure which cannot be processed through existing financial channels and allows an on-line facility for the Principals, monitored by the Finance Department. The Board approved the setting up of bank accounts for 13 Colleges, Proposed Cllr. Malcolm Byrne; Seconded Ms. Mary Ryan. Mr. Geoffrey Collins welcomed this development.
- (d) *Audit of 2017 Financial Accounts* by the Office of the Comptroller and Auditor General is scheduled to take place in October.

040918.05 CORRESPONDENCE

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

- (a) Letter of appreciation from the family of Mr. Kieran Lyons, former CEO of City of Waterford VEC following expression of sympathy from the Board.
- (b) Confirmation from the Minister for Education and Skills in relation to the appointment of **Ms. Marie Sheedy and Mr. John Fortune** as Student Representatives on the Governing Body of Waterford Institute of Technology was noted.
- (c) Letter from *CEIST* (acting as Agent for Lismore Community School) confirming their appointment of Mr. Sean McCann as CEIST Community School/College Co-ordinator to liaise with Community Schools and Colleges on its behalf.
- (d) *Dungarvan College, formerly Coláiste Chathail Naofa*: Confirmation from the Department of Education and Skills regarding name change of Coláiste Chathail Naofa to **Dungarvan College**. The CE advised the Board of correspondence received subsequently from four organisations in the Dún Garbhán/Gaeltacht area of Waterford and outlined the content. The main issue of concern involved the decision to rename the former Coláiste Chathail Naofa as Dungarvan College and strongly recommending the adoption of a bilingual version of the name, i.e. Coláiste Dhún Garbhán/ Dungarvan College.

Ms. Áine Uí Fhoghlú informed the Board of representations received from a number of individuals and community groups outlining their disappointment at the name change. The main issue highlighted was changing the name of the College from Irish to English, given the location of the College within the catchment area of a Gaeltacht region and the recent designation of Dungarvan/Dún Garbhán as a Gaeltacht Service Town.

Ms. Uí Fhoghlú also drew the Board's attention to the WWETB Language Scheme 2017-2020/Scéim Teanga. Having been nominated to the Board of WWETB by Foras na Gaeilge and having met at their request she proposed the following Motion to the Board: *"In the interests of inclusion and parity of esteem and in keeping with our commitment to bilingualism under our Language Scheme 2017, that the newly-named 'Dungarvan College' be amended to 'Coláiste Dhún Garbhán, Dungarvan College. As is recommended as best practice by EU Guidelines on minority languages, the Irish version first, with both versions equal in status"*. This was Seconded by Cllr. Michael J. O'Ryan. Cllr. Fionntán Ó'Súilleabháin was satisfied with Coláiste Dhún Garbhán/Dungarvan College as a reasonable compromise considering certain obligations under the Language Act and the location of the College in the hinterland of a Gaeltacht area.

The Director of Schools/EO advised that she is meeting the Principal on Thursday next 6th September at which the matter will be discussed and advised leaving it thereafter to the Board of Management. Cllr. Malcolm Byrne agreed with this approach and in leaving the matter for the Director of Schools/EO to seek a resolution.

Cllr. Tom Cronin stated that adequate consultation and discussion took place at Board of Management level and the question of a bi-lingual name for the College did not arise and it was accepted that there was never an intention not to brand the school in both Irish and English. Cllr Pat Nugent proposed allowing the Board of Management make the decision and the Director of Schools/EO to revert, Seconded Cllr. Lola O'Sullivan.

The Board were reminded that a 'Notice of Motion' shall be submitted no later than 10 days prior to the day of the meeting as per Standing Orders and the CE and Ms. Áine Uí Fhoghlú agreed to discuss in advance of the next wwetb meeting.

Following discussion, the Board unanimously decided to refer the matter back to the Board of Management of Dungarvan College for further consideration and to include it as an agenda item for the next meeting of Waterford Wexford ETB; Proposed: Cllr. Jim Moore; Seconded Cllr. Malcolm Byrne.

040918.06 GOVERNANCE

- (a) Audit and Finance Committees: No further updates as meetings have not taken place since the last Board meeting.
- (b) *WWETB Meetings*: A list of Proposed Dates for Waterford and Wexford Education and Training Board Meetings was distributed to the Board Members present. The Board agreed to the following calendar of dates: **6th November 2018, 8th January 2019, 26th March 2019, 30th April 2019 (Tuesdays in each case at 4.30p.m.).**

040918.07 CHIEF EXECUTIVE'S REPORT

The CE's Report was circulated to the Board. The Directors and Managers in attendance presented reports and updates and responded to matters raised. The following were some items highlighted.

SMT Developments

Appointments: Ms. Denise Lennon-Hennessy appointed Principal of Kennedy College.
Ms. Maria Lindell appointed Youth Officer.

Retirement: Ms. Mary Dunbar, Deputy Principal of St. Declan's Community College, Kilmacthomas to retire in October.

Construction Technology Training Hub: Engagement with national and local agencies continues and a temporary premises has been identified in Enniscorthy to commence training.

SOLAS Strategic Dialogue: a final proposal has been made and agreed with SOLAS following extensive feedback.

Education

The Education (Admission to Schools) Act 2018 provides for schools to prepare and publish an Admission Policy to include a statement that the school shall not discriminate in its admission of a student on specified grounds and should contain the Core Values/Characteristic Spirit and general objectives of the school. The new Policy will be discussed at the next general Principals' Meeting and a Core Values workshop will be held on the 25th September.

Digital Cluster Application O365 and OneNote is continuing and the *Pobal Ceoil Cluster* held their initial meeting. Training/Reflection days have been arranged for members of each cluster.

Examination Updates: Schools have reported excellent results and congratulations were extended to all on their achievements.

St. Declan's Community College: The Director of Schools/Education Officer expressed her appreciation to everyone who assisted in securing temporary accommodation for the College including the Acting Principal Ms. Elaine Murray and Staff, and the Corporate Services Section. She assured the Board that engagement will continue in pursuing sanction for permanent buildings. The Deputy Chairperson thanked the Acting Principal, Staff and CE for their efforts in achieving this development.

Further Education and Training

Youthreach: Waterford YouthReach are moving to newly refurbished premises at O'Connell Street and a refurbishment programme will be commencing at Whitemills in Wexford.

FET Team Developments:

Community Education and Training: the merging of former VEC and FÁS provisions under one structure managed by Ms. Fran Kennedy, AEO continues. Ms. Liz Duffy, newly appointed Temporary AEO YouthReach and Community Training Centres and Youth Work.

Services to Business: Implement an enhanced employer engagement including for apprenticeships.

Apprenticeship Courses: A List of apprenticeship classes completed, currently running and scheduled (page 10-11 of CE's Report circulated) to run in the Waterford and Wexford Training Centres were brought to the attention of the Board. New Apprenticeships available include Accounting Technician, Commis Chef, Auctioneering and Insurance Practice.

Organisational Support and Development

Music Generation: Three very successful Summer Projects took place and Singing Programmes are planned to run for Primary Schools. Musicians/Tutors have been recruited and initial induction training has taken place.

Schools Reconfiguration for Diversity Process: The Department of Education and Skills have been informed of the outcome of the Report in relation to the Identification Phase on Waterford City. Waterford and Wexford ETB have corresponded with the Bishop of Waterford and Lismore in accordance with the nationally agreed procedure and are awaiting a response.

An overview was provided by the Director of OSD/Acting who thanked Ms. Rose Murphy, CEO of Waterford Childcare Committee Ltd. for her assistance in conducting the Survey on behalf of WWETB. The outcomes of the Identification Phase in Waterford City indicates that of the 642 participants who returned Survey forms 81% are satisfied with the current choice of primary schools in Waterford and 18% of participants would choose a multi or non-denominational school for their children. The Department of Education and Skills intend publishing all Reconfiguration Reports on-line in early October.

The Director of Education thanked the Director of OSD/A for comprehensive report and invited suggestions from the Board as to how the benefits and supports of an ETB to a national school, if requested, could be advocated, without imposing on current arrangements.

Carrigfoyle (Forth Mountain) Outdoor Education and Training Centre: The Proposal has been updated and is progressing. The Outdoor Education Training Centre in partnership with the Wexford Sports Partnership will be providing kayaking/outdoor pursuits on the River Slaney at Bunclody.

Building Projects: The CE confirmed that a meeting will be taking place 5th September with Departmental Officials to discuss various building projects. Cllr. Lola O'Sullivan wished to make the Board aware of two vacant properties-schools in the Tramore area.

Innovation and Development

3D Design and Printing: Course is up and running in the Enterprise Centre, Enniscorthy.

NZEB: Development of the training facility is at an advanced stage, the National Specifications have been signed off and Quality Assurance are working with City and Guilds regarding certification.

The Innovation and Development Manager thanked the Wexford Unit Manager and Director of FET for progressing matters in his absence. He also thanked the Board for their support in enabling him attend, as part of a Delegation the UNECE (United Nations Economic Commission for Europe) high performance Building Initiative at UN Headquarters in New York to establish the International Centres of Excellence on High Performance Buildings. Three centres of excellence have been established, in Vancouver, New York and Ireland at Enniscorthy, Co. Wexford.

Local Creative Youth Partnerships: an application is being prepared for submission with three ETBs to be chosen to receive funding and establish networks.

Development of Youth Section: An overview was provided and new appointments announced.

040918.08 POLICIES

The following Policies were circulated and adopted following summary provided:

- (a) *Data Protection Policy* : Proposed Cllr. Malcolm Byrne; Seconded Cllr. Tom Cronin.
- (b) *CCTV Policy* – Proposed Cllr. Barbara-Anne Murphy; Seconded Cllr. Fionntán Ó Súilleabháin.
- (c) *Corporate Safety Statement:* Proposed Cllr. Kathleen Codd-Nolan; Seconded Ms. Mary Ryan.

040918.09 BOARDS/COMMITTEES

- (a) *North Wexford Area Committee* - Draft report of meeting held 26th February 2018 was circulated to the Board and Noted.
- (b) *Area Committee Meetings:* In general Committees to meet twice per annum, usually during February and October, updates to be presented at the next WWETB meeting in November.
- (c) *Local Youth Club Grant Scheme:* the 2018 Recommended Allocations in the Waterford and Wexford ETB combined scheme were circulated to the Board. The Innovation and Development Manager confirmed that the draft proposals were tabled at the Youth Work Committee meeting held on the 29th August 2018 and the Committee unanimously approved the proposed allocations totalling €125,597.30 and agreed that the Allocations would be presented at this meeting. The Board approved the allocations. Proposed Cllr. Lola O'Sullivan; Seconded Cllr. Pat Nugent.

040918.10 ETBI

- (a) *ETBI Reserve Members Forum* Report of meeting held 3rd July 2018 was circulated to the Board and Cllr. Kathleen Codd-Nolan gave an overview.
- (b) *ETBI Annual Conference:* Final confirmation of Delegates was confirmed and approved by the Board. Voting Delegates: Cllrs. Jim Moore, Kathleen Codd-Nolan, Michael J. O'Ryan, Tom Cronin and Mr. Geoffrey Collins.
Non-Voting Delegates: Cllr. Pat Nugent, Ms. Nessa Murphy, Mr. David Doyle, Mr. Kevin Lewis, Ms. Eilís Leddy, Mr. Ken Whyte, Mr. Michael O'Brien and Mr. Paul Glynn.

040918.11 CIRCULAR LETTERS

The following Department of Education and Skills Circular Letters, were brought to the attention of the Board and adopted Proposed Ms. Mary Ryan; Seconded Cllr. Barbara-Anne Murphy.

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

- (a) 0046/2018: Home Tuition Grant Scheme 2018/2019 (for children without a school place other than children with Special Educational Needs
- (b) 0045/2018: HSE Post-Primary School Vaccination Programme 2018/2019.
- (c) 0043/2018: Best practice guidance for post primary schools in the use of programmes and/or external facilitators in promoting wellbeing consistent with the Department of Education and Skills 'Wellbeing Policy Statement and Framework for Practice'.

040918.12 PRESS RELEASES

The following Department of Education and Skills Press Releases were brought to the attention of the Board and noted: {Available on <https://www.education.ie/en/Press-Events/>}.

- (a) 22 August, 2018 - Minister Bruton announces 25% increase in Foreign Language Assistants in post-primary schools.
- (b) 17 August, 2018 - Minister Bruton publishes independent review of the National Training Fund.
- (c) 15 August, 2018 - Ministers Bruton, Mitchell O'Connor and Halligan congratulate students receiving their Leaving Certificate results.
- (d) 27 July, 2018 - Minister Bruton opens applications for regional creativity partnerships under Creative Ireland programme.
- (e) 23 July, 2018 - Minister Bruton Announces Grants for Schools to Support Rollout of Leaving Certificate Physical Education & Computer Science.
- (f) 21 July, 2018 - Minister Mitchell O'Connor announces the publication of the Qualifications and Quality Assurance (Education and Training) (Amendment) Bill.
- (g) 20 July, 2018 - Minister Bruton Launches Wellbeing Policy for Schools.
- (h) 17 July, 2018 - Government Gives Green Light to Ireland's First Technological University.
- (i) 11 July, 2018 - Minister Bruton delivers new law making it easier for Children and Parents to access local school.
- (j) 09 July, 2018 - Minister Bruton announces significant expansion of suicide prevention training for Teachers.
- (k) 27 June, 2018 - Minister Bruton publishes Order under Employment Equality Act 1998 (section 12) (Reservation of vocational training places).

040918.13 ADDENDUM

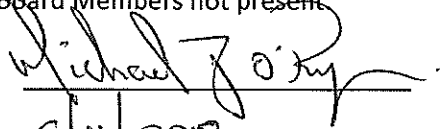
An Addendum was circulated to the Board.

- (a) *Youth Work Committee*: Minutes of meeting held 22nd February 2018 were circulated to the Board and noted.
- (b) *Circular Letter 0052/2018* (Department of Education and Skills): Statistical Returns in respect of part-time courses in ETB Schools/ Colleges in the 2017/2018 School Year was brought to the attention of the Board and adopted; Proposed Cllr. Kathleen Codd-Nolan; Seconded Cllr. Pat Nugent.
- (c) *Press Release - Department of Education and Skills* 29 August 2018 was brought to the attention of the Board and noted: Minister Bruton Announces Significant Expansion of Psychologists working with Schools.

040918.14 AOB

- (i) *Policy for the making of Protected Disclosures by WWETB Workers:* Temporary Change of Protected Disclosures Officer to Mr. Paul Glynn, temporary Acting Director of OSD.
- (ii) *Interview/Selection Boards:* Correspondence from the HR Department requesting Board Members indication of their availability to sit on Interview/Selection Boards was distributed and posted to Board Members not present

Signed:



Date:

6/11/2018