



Waterford and Wexford Education and Training Board

MINUTES

Of meeting held January 14th, 2025

Held at Waterford Training Centre, X91 PX02

Tuesday 14th January at 4.00p.m.

Waterford and Wexford Education and Training Board (WWETB)

Minutes of Meeting held 14th January at 4.00p.m.

Board Members in attendance: Cllr. Lola O'Sullivan Chairperson, Cllr. John O'Leary, Cllr. John Pratt, Cllr. Blaise Hannigan, Cllr. Paddy Kavanagh, Ms. Kate Miskella, Cllr. Donnchadh Mulcahy, Cllr. Jim Codd, Mr. Garrett Hickey, Dr. Richard Hayes, Ms. Margaret Darrer, Cllr. Mary Farrell, Mr. Pat Rath, Ms. Janine Flynn, Mr. Niall Finn, Cllr. Bridín Murphy, Cllr. Michael Sheehan.

Also in attendance: Dr. Karina Daly, Chief Executive (CE), Ms. Eimear Ryan, Director of Schools (online), Mr. Fintan O'Reilly, Corporate Services (CS) Manager, Dr. Lindsay Malone, Director of Further Education and Training, Mr. Cathal Cremer, Finance Manager, Mr. Alan Quirke, Director of Organisation Support and Development, Mr. Michael O'Brien, Director of Organisation Support & Development

Apologies: Cllr. Aidan Brown, Dr Mary Meade, Cllr. Darragh McDonald.

140125.01 APOLOGIES

Apologies as listed above were noted and included.

140125.02 CONDOLENCES

Fintan O'Reilly on the death of his mother Ms. Monica O'Reilly

Cllr. John Pratt on the death of his mother Ms. Frances Pratt

Annette O'Neil (WCFE) on the death of her mother Ms. Sheila O'Neill

The family of Brian Harding (retired 2015 Enniscorthy Community College)

Ken Whyte (retired Director of FET) on the death of his brother Leo Whyte

140125.03 CONGRATULATIONS

To the Dungarvan College Senior Boys Volleyball team. They reached the All-Ireland final in December.

BT Young Scientist

5th Year Student Fiach Weber O'Cianain, Coláiste Abbáin, Wexford has successfully qualified for the finals of the upcoming 2025 BT Young Scientist Competition. It is a significant accomplishment to be one of the 550 selected projects, as there were over 2060 applications for BTYSTE2025 and only 5 projects qualified from the Waterford and Wexford area. Fiach is completing 'An Assessment of the Ecology of Tacumshin Lake and wetlands.' In this project, Fiach will investigate the health of the ecosystem of Tacumshin lake and wetlands, including the impacts of human activity e.g. pollution (lead and nitrates) and disturbance. He will travel to Dublin to present his research to the Judges in January at the final exhibition.

140125.04 DECLARATION OF INTEREST – CONFLICT OF INTEREST

Conflict of interest declaration forms were issued to the Board for completion and return *{to fulfil requirements as set out in CL0083/2024 Code of Practice for the Governance of Education and Training Boards}*.

No conflicts of interest were declared.

140125.05 MINUTES

The minutes of Waterford and Wexford Education and Training Board (WWETB) meeting held on 25th November 2024 were adopted: **Proposed** Cllr. Blaise Hannigan; **Seconded** Cllr. John Pratt

140125.06 PRESENTATION

Ms. Katherine Atkinson, Music Development Officer Wexford and Ms. Shauna McCullough, Music Development Officer Waterford, gave a presentation to the Board. They highlighted the benefits Music Generation has had amongst the students of WWETB and throughout the wider community of

Waterford and Wexford. They played a recording from the Fleadh which was held in Wexford in 2024. Wexford Music Generation were the first Music Generation group to host at the Fleadh and they invited participants from Music Generation groups throughout Ireland to join in their performance. Music Generation in WWETB now has an instrument bank of 10,000 musical instruments which opens up the option for children to join, even those without an instrument as they can borrow from the bank of instruments. They are bringing music to 57 primary schools and 6 secondary schools and have a number of third level students who have continued their musical journey by volunteering with Music Generation.

140125.07 FINANCE

Mr. Cathal Cremer, Finance Manager made the Board aware that there will be a further Shared Services Migration Project possibly in 2025 which will lead to Creditors joining the ESBS system. He would expect this to be towards the end of 2025.

In our Annual Report for 2024 it will be our first time including a Pensions Statement.

140125.08 CORRESPONDENCE

No Correspondence.

140125.09 GOVERNANCE

- (a) **Charter and Terms of Reference of the Finance Committee: Proposed** Dr. Richard Hayes; **Seconded** Cllr. John O'Leary
- (b) **Terms of Reference of the Audit and Risk Committee: Proposed** Cllr. John O'Leary; **Seconded** Cllr. Mary Farrell
- (c) **Internal Audit Charter: Proposed** Ms. Margaret Laura; **Seconded** Mr. Niall Finn
- (d) **Terms of Reference of Internal Audit Unit:** Noted
- (e) **Finance Committee – Board Report:** Noted
- (f) **Area Committees: Proposed** Cllr. Michael Sheehan; **Seconded** Cllr. Mary Farrell
- (g) **Risk:** Michael O'Brien, Director of OSD provided an update on a data breach. The Data Protection Commission had been notified and responded to WWETB. The DPC no longer close breaches. Senior Management have processed the breach and introduced security measures. There has been no negative outcome.
- (h) **Approval/ Renewal of Leases:** Mr. Fintan O'Reilly, Corporate Services Manager clarified that a plot of property in Ballylaggin, Wexford was being returned to the rightful owner. WWETB never owned the property.
- (i) **The Ethics in Public Office Act 1995 and the Standards in Public Office Act 2001:** Mr. Michael O'Brien, Director of OSD gave a presentation to the Board. All Board members are nominated Directors. While it isn't a statutory requirement to return a 'Nil' interest form, it is good practice. Forms will be circulated, and they need to be returned to SIPO by 31st January 2025. They need to be completed for each individual authority. The power point presentation will be made available on Share point.
- (j) **Nominations for Boards of Management:**
 - (i) Creagh College: Community Nominees – Ms. Anne Wolohan and Mrs. Lynne Copeland. WWETB Nominee – Cllr. Mary Farrell **Proposed** Cllr. Paddy Kavanagh; **Seconded** Ms. Margaret Laura
 - (ii) Meánscoil San Nioclás: WWETB Nominee – Ms. Eibhlín de Paor **Proposed** Mr. Niall Finn; **Seconded** Cllr. John Pratt
 - (iii) St. Paul's Community College: Community Nominees- Mr. Conor O'Byrne, Mr. David Power and Mr. Maurice Kelly **Proposed** Cllr. Blaise Hannigan; **Seconded** Cllr. John O'Leary
 - (iv) St. Declan's Community College: Parent Nominees – Mr. Darren Mulhearn and Ms. Julie Walsh **Proposed** Cllr. John O'Leary; **Seconded** Cllr. Mary Farrell

- (k) **Nomination to Audit and Risk Committee:** Dr. Julie Carson-Berndsen **Proposed** Mr. Niall Finn; **Seconded:** Cllr. Paddy Kavanagh
(l) **Audit and Risk Committee – Board Reports:** Noted

140125.10 SCHOLARSHIPS

Betsy Hickey Award: Betsy Hickey worked for many years as a Horticulture Tutor with WWETB across Community Education and BTEI in County Wexford. Betsy Hickey passed away in 2023.

Dr Mary Tubridy and Dr Daphne Levinge Shackleton, colleagues of Betsy Hickey, contacted Mary Walsh O'Shea, Adult Education Officer to see if WWETB would be interested in working with them to offer 'The Betsy Hickey Award'. Their idea is to provide a monetary award each year over 5 years (commencing in 2025) in memory of Betsy across County Wexford. They will provide the money for this prize each year.

The requirement on WWETB (Bridin Lyng Moloney, Community Education Facilitator and Susan Neville, BTEI Coordinator) would be to promote this yearly event and disseminate the information about this award to Community Horticulture Groups and BTEI Horticulture accredited groups. Proposals from groups will be forwarded to Mary and Daphne for their consideration and final decision. Criteria for this award is inserted below.

WWETB will present the award when finalised at a small ceremony and will look after publicity for the award and event. Dr Mary Tubridy and Dr Daphne Levinge Shackleton will be invited to attend this event.

Proposed Mr. Garrett Hickey; **Seconded** Cllr. Paddy Kavanagh

140125.11 POLICY

The following policy was noted by the Board.

(a) Business Continuity Plan

140125.12 BOARD/ COMMITTEE REPORTS (including Draft Reports)

The following reports (including draft reports) were noted by the Board.

- (a) Bunclody Community College 26/11/24
- (b) Bunclody Community College 5/09/24
- (c) Bunclody Community College 19/05/24
- (d) Bunclody Community College 15/04/2024
- (e) Bridgetown College Draft BOM Minutes 11/12/2024
- (f) Bridgetown College BOM Minutes 19/09/2024
- (g) Bridgetown College BOM Minutes 29/08/2024
- (h) Kilnamanagh NS BOM Minutes 14/11/2024
- (i) Dungarvan College-Coláiste Dhún Garbhán BOM Minutes 25/09/2024
- (j) Dungarvan College-Coláiste Dhún Garbhán BOM Minutes 29/05/2024
- (k) St.Pauls' Community College Draft BOM Minutes 19/12/2024
- (l) St. Paul's Community College BOM Minutes 23/08/2024
- (m) St. Paul's Community College BOM Minutes 13/06/2024
- (n) WCFE – Draft BOM Meeting Minutes 18/12/2024
- (o) Coláiste an Átha – BOM Minutes 20/05/2024
- (p) Coláiste an Átha – BOM Minutes 18/04/2024
- (q) Coláiste an Átha – BOM Minutes 15/01/2024

140125.13 CIRCULAR LETTERS: DEPARTMENT OF EDUCATION

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

Proposed Cllr. Mary Farrell; **Seconded** Ms. Janine Flynn.

- (a) **0088/2024:** Cost-of-Living measure to support increased school running costs
- (b) **0086/2024:** Prescribed Material for Junior Cycle Irish for students presenting for Final Examination in 2027, 2028 and 2029.
- (c) **0090/2024:** Panel Access for fixed term/ temporary (this includes substitute) and part-time teachers to the Supplementary Redeployment Panel for the 2025/26 school year
- (d) **0084/2024:** Advice on the use of assessment instruments/ tests for guidance or for additional and special educational needs (SEN) in post-primary schools
- (e) **0087/ 2024:** NQF Level 9 Graduate Diploma in Social Personal and Health Education/ Relationships and Sexuality Education (SPHE/ RSE) Programme 2025
- (f) **0064/ 2024:** The Operation/ application and deployment of Special Education Teacher resources
- (g) **0092/ 2024:** Special Leave with Pay for Sporting Purposes for Registered Teachers employed in Recognised Primary and Post-Primary Schools
- (h) **093/ 2024:** Special Leave with pay for Sporting Purposes for Special Needs Assistants employed in Recognised Primary and Post-Primary Schools
- (i) **0081/2024:** Understanding Behaviours of Concern and Responding to Crisis Situations Guidelines for Schools in Supporting Students
- 0001/ 2025:** Guidance in Post-Primary Schools 2025

140125.14 PRESS RELEASES DEPARTMENT OF EDUCATION

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

- (a) Statement from Minister for Education Norma Foley on the passing of Gemma Hussey
- (b) €12m funding for Leaving Certificate Science subject implementation
- (c) Department welcomes publication of the findings of the Trends in International Mathematics Mathematics and Science Study (TIMSS) 2023
- (d) Department of Education Inspectorate reports on the Home School Community Liaison service in primary and post-primary schools
- (e) Updated curriculum for babies. Toddlers and young children published
- (f) Ministers Foley and Naughton update on the five new special schools for 2025/ 26 school year
- (g) Ministers Foley and Naughton welcome the publication of new guidelines for schools dealing with behaviours of concern
- (h) Department of Education Inspectorate publishes Inspectorate Report (2021 – 2023) and Thematic Review
- (i) Ministers Foley and Naughton announce consultation with children and young people on the role of Special Needs Assistants
- (j) Minister Foley welcomes the strong participation in the Road Safety Matters TY Programme
- (k) Ministers Foley and Naughton announce the recruitment campaign for therapists to work in schools with children
- (l) School transport scheme brings record number of children to school in 2024
- (m) Ministers Foley and Smyth highlight strong uptake in the nationwide extension of the Solar for Schools Programme

140125.15 PRESS RELEASES: DEPARTMENT 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}

- (a) Minister O'Donovan invites expressions of interest for a number of vacancies on the Council and School Governing Boards of DIAS
- (b) Minister O'Donovan announces additional funding for universities to support their participation in EU alliances
- (c) Ministers O'Donovan and Ryan announce successful projects progressing to the next stage of the Pathfinder Programme
- (d) Minister O'Donovan welcomes record number of apprenticeship registrations in 2024
- (e) Minister O'Donovan launches €1million Collaboration and Innovation Fund to tackle unmet literacy needs
- (f) Minister O'Donovan welcomes record numbers trained in retrofitting courses in 2024
- (g) Minister O'Donovan announces funding of €60 million to drive energy efficiency and decarbonisation across the FET sector

140125.16 A.O.B.

140125.16 DATE OF NEXT MEETING

The meeting concluded. Next meeting date Tuesday 25th February, 2025 at 4.00pm, venue to be confirmed.

Signed: Lola O'Sullivan

Date: 25/02/25

Documents circulated:

Agenda: meeting of 14/01/2024
Minutes of WWETB meeting held 25th November 2024
Conflict of Interest Declaration Forms
Finance Report
Charter & Terms of Reference Finance Committee
Terms of Reference ARC
Charter for Internal Audit
Terms of Reference IAU
Finance Committee – Board Report
ARC – Board Report
Betsy Hickey Award Brief
Policies – Business Continuity Plan
Board/ Committee Reports (including Draft Reports)