



A meeting of Laois and Offaly Education and Training Board was held on Tuesday 10 December 2024 at Tullamore Court Hotel, O Moore Street, Tullamore, Offaly.

Present

Cllr Neil Feighery (Chairperson)	Tara Carty (online)
Cllr John King	Clive Davis (online)
Cllr Ollie Clooney	Serena Fitzpatrick
Cllr Hugh Egan	William Flanagan
Cllr Aoife Masterson	Seamus Bennett
Valerie O'Connell	Myra Kennedy
Gareth Stanley	Cllr Tommy Mulligan

In Attendance

Joe Cunningham, Chief Executive
Pam Nolan, Director of OSD
Linda Tynan, Director of Schools
Frank Walsh, Head of Corporate Services
Nicole Doyle, Corporate Services

1. Welcome and Apologies

The Chairperson, Neil Feighery, welcomed members and thanked them for their attendance. Apologies were received from Claire Murray, Claire Murray Smale, Caroline Dwane Stanley, Eddie Fitzpatrick, Vivienne Phelan, and Catherine Fitzgerald.

2. Minutes of LOETB Board meeting

The minutes of the previous meeting, which took place on 26 November 2024, were circulated to members. Members approved the minutes.

Proposed: William Flanagan

Seconded: Gareth Stanley

3. Matters arising from the Minutes

There were no matters arising from the minutes.

4. Governance

Corporate Risk Register

Frank Walsh informed the members that the Audit and Risk Committee met on 28 November and has reviewed the Risk Register as part of their meeting. Members were informed that there are currently 18 risks identified on the Risk Register and that the current and previous Register have been uploaded to the Board Shared Drive for their information.

Declaration of Interest

As per Schedule 3, Paragraph 10, Section 3 of the ETB Act (2013) and the Agenda Notice, no conflicts of interest were declared.

5. Selection Board/Competency Based Interview Training

Pam Nolan and Linda Tynan provided Selection Board/Competency Based Interview Training to the members.

A member enquired about the time commitment for selection boards and the frequency of interview. Pam Nolan explained how interviews are conducted weekly based on service need with the summer months being particularly busy. Members thanked both Pam and Linda for their presentation.

6. Charities Regulator

Pam Nolan gave a comprehensive presentation on the role of Board members as Trustees of a Charity. Pam detailed the role of charity trustees, and the compliance required with the code of the Charities Regulator. Members received a Registered Charity Trustee Declaration form to be completed, and members will then be registered as trustees on the Charities Regulators website.

Proposed: Neil Feighery

Seconded: John King

7. Nomination to Board of Management

School	Nomination	Proposed	Seconded
Banagher College	Aoife Masterson	John King	Ollie Clooney

8. Nomination of Community representatives to Board of Management

School	Nomination	Proposed	Seconded
Banagher College	Paddy Scales Jim Windsor McGlynn	Hugh Egan	Valerie O'Connell
Coláiste Naomh Cormac, Kilcormac	Yvonne Martin Nicolas Lalor	Hugh Egan	Neil Feighery
Clonaslee College	Molly Buckley Fr Thomas O'Reilly	John King	Seamus Bennett

9. Nomination to the Youth Work Committee

Organisation	Nomination	Proposed	Seconded
Foróige	Gary Nugent	Clive Davis	Aoife Masterson

10. Minutes of Committees of the Board

The following minutes were circulated to members prior to the meeting for noting.

Banagher College

- 2 October 2024

Clonaslee College

- 17 September 2024

11. Correspondence

Item No.	Correspondence From	Date/Ref No.	Details	
1.	Dept. of Education	CL84.2024	Advice on the use of assessment instruments Special Education needs	Noted by Members
2.	Dept. of Education	CL85.2024	New pay rate for School Transport Escorts	Noted by Members
3.	Dept. of Education	CL86.2024	Prescribed material for Junior Cycle	Noted by Members

4.	Dept. of Education	CL87.2024	NQF Level 9 Graduate Diploma in Social Personal and Health Education/ Relationships and Sexuality Education programme 2025	Noted by Members
5.	Dept. of Education	CL88.2024	Cost of living measure to support increased school running costs	Noted by Members
6.	Dept. of Education	CL90.2024	Panel access for fixed term/temporary and part time teachers to the supplementary redeployment panel for 2025/26 school year	Noted by Members

12. Licence Agreement

METAC (electrical) – Contract extension 1 December 2024 to 31 December 2025.

Proposed: Ollie Clooney

Seconded: John King

METAC (plumbing) – Contract extension 1 December 2024 to 31 December 2025.

Proposed: Valerie O’Connell

Seconded: Serena Fitzpatrick

Unit 18C Axis Business Park, Tullamore – Storage for Music Generation Offaly

Proposed: Hugh Egan

Seconded: Myra Kennedy

Portlaoise Storage – Additional storage for LOETB Head Office

Proposed: William Flanagan

Seconded: Serena Fitzpatrick

13. Vote of Sympathy

The Board wishes to extend its sympathy to the following staff members on their recent family bereavement:

- James Palmer – Portlaoise Institute

14. Vote of Congratulations

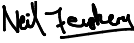
There were no Votes of Congratulations to note at this time.

15. GDPR & Cyber Security Training

Frank Walsh informed members that there are GDPR and Cyber security training sessions available online and link to the video-based training sessions will be sent to members. Each session takes approximately 15-20 minutes and can be completed in members' own time.

16. Date of next meeting

The next meeting is scheduled to take place on 28 January with the venue to be confirmed.

Signed: 
Neil Feighery (Feb 5, 2025 17:59 GMT)

Chairperson

Date: 05/02/2025