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Bord Oideachais agus Oiliúna
Laoise agus Uíbh Fháilí
*Laois and Offaly
Education and Training Board*

A meeting of Laois and Offaly Education and Training Board was held on Monday, 10th March 2014 in Castle Buildings, Tullamore, in pursuance of notice.

PRESENT:

Eamon Dooley, Chairman
Molly Buckley
Lar Byrne
Declan Costello
Tom Feighrey
Vivienne Keenan
Denis Magner
Declan Moore
Caroline Dwane-Stanley
John Carroll
John King
Lisa Delaney
Joe Cunningham, Chief Executive

Paul Mitchell
Tony McLoughlin
Liam Quinn
Noel Bourke
Eddie Fitzpatrick
Winifred Champ-Cox
Irene Murray
Sheila Maloney
Mary McLoughlin
Sinead Moylan-Ryan
Sinead Dooley
Matthew Keegan

In attendance

Sadie Aherne
Marie Bracken
Kathleen Donnellan
Jean Keating

1. APOLOGIES:

Apologies for unavoidable absences were received from:

- Monsignor John Byrne
- Mary Sweeney
- Linda Bergin
- Gerry Quinn
- Rotimi Adebari

2. MINUTES OF LAST MEETING:

The minutes of the previous meeting held on Monday 13th January 2014, copies of which were circulated, were taken as read and signed.

Proposed by: Mary McLoughlin **Seconded by:** Noel Bourke

3. MATTERS ARISING FROM MINUTES:

There were no matters arising from the minutes.

4. CHIEF EXECUTIVE'S REPORT:

Joe Cunningham, Chief Executive of the Board, read the following report to members:

Education Services

Staffing

Five Posts of Responsibility (PORs) have been approved for three of our schools and the recruitment and selection process for these posts has commenced.

A temporary post of Director of Education Services has been advertised; this internal vacancy is a six-month secondment to the grade of Education Officer and expressions of interest are currently being sought from staff.

Communication on our current staffing levels (including management posts) has been sent to the DES and I have requested a meeting with DES officials to make the case in person.

Tullamore College

Tenders have been opened and are currently being evaluated by the Design team to ensure compliance with all aspects of the design brief. The post of Clerk of Works for the duration of the construction is currently advertised (closing date 21st March).

Oaklands College, Edenderry

The school was approved for further temporary accommodation for the forthcoming school year 2014/15. Work on the installation of this accommodation is contingent on

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the overall development plans for the school and we are awaiting confirmation on a meeting with the DES.

Further Education and Training Services

Transfer of former FÁS Centres

Seven Training Centres and their staff transferred to four ETBs on 1st January. The remaining Training Centres and staff are due to transfer to the remaining ETBs on 1st July. In the interests of business continuity the DES has decided against implementing a staff transfer protocol to the five ETBs without a main Training Centre at present. Work on this process will commence in tandem with the transfers. It is envisaged that a Service Level Agreement will be developed in relation to the delivery of Training services in Laois and Offaly during this interim period.

Members discussed the above mentioned items and thanked Joe for his report.

5. REPORT FROM THE CHAIRMAN OF THE AUDIT COMMITTEE:

Mr. Noel Bourke, Chairman of the Audit Committee, informed members that the Audit Committee met prior to the VEC meeting. He mentioned the key points of this meeting:

- The Office of the Comptroller and Auditor General send a letter confirming the completion of Co. Offaly VEC financial statements for year ending 31st December 2012. This letter confirms that in the opinion of the Comptroller and Auditor General Proper books of account have been kept by the Committee. The financial statements are in agreement with the books of account.
- We received a report from Structural Funds Unit of the Department of Education and Skills regarding ESF aided Programmes in Co. Laois in 2011. Members discussed the recommendations made in the report and were happy with the follow up on same.

6. REPORT FROM THE CHAIRMAN OF THE FINANCE SUB-COMMITTEE:

Mr. Matthew Keegan, Chairman of the Finance Sub-Committee, informed members that the Finance Sub-Committee met prior to the VEC meeting. The main items discussed at the meeting are as follows:

- Sadie Aherne, APO explained the financial report up to the end of January 2014 in detail.

- Members accepted a proposal for a licence agreement will be between Laois and Offaly ETB and Offaly Local Development Company which was sought with effect from 1st April 2014. This agreement will allow OLDC to run a Healthcare Programme in the Outdoor Education Centre in Birr (VTOS Building).
- Joe Cunningham, Chief Executive, informed members that the Department of Education and Skills have approved a Clerk of Works for the building of Tullamore College. This is a 24 month contract which has been advertised and the closing date for receipt of same is Friday 21st March 2014.
- Bank Tender – the successful bank will be notified in due course and Laois and Offaly ETB will be working with only 1 bank from the 1st April 2014.

7. FINANCE:

A copy of the working papers for January 2014 were circulated to members for their information.

8. CORRESPONDENCE:

Circulars for noting only

- CL0004 / 2014 Limited alleviation of moratorium on filling posts of responsibility at Assistant Principal level for the duration of the Haddington Road Agreement
- CL0005 / 2014 Implementation of the Public Service Stability Agreement 2013 – 2016 (Haddington Road Agreement) and the Financial Emergency Measures in the Public Interest Act 2013 (Teachers)
- CL0006 / 2014 Public Service Stability Agreement 2013 – 2016 (Haddington Road Agreement) Supervision and Substitution Scheme
- CL0008 / 2014 Revised Annual Leave Arrangements for Staff Employed by Education and Training Boards other than Teachers, Tutors, SNAs and Youthreach Resource Persons
- CL0010 / 2014 Revised Annual Leave Arrangements for Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme and Clerical Officers employed in Post Primary Schools under the 1978 Scheme
- CL0011 / 2014 Application of sections 2.24 and 2.25 of the Public Service Stability Agreement 2013 – 2016 (Haddington Road Agreement)- Caretakers and Secretaries

- CL0013 / 2014 Application of sections 2.24 and 2.25 of the Public Service Stability Agreement 2013 – 2016 (Haddington Road Agreement) – Education and Training Boards
- CL0014 / 2014 Application of sections 2.24 and 2.25 of the Public Service Stability Agreement 2013 – 2016 (Haddington Road Agreement)- Special Needs Assistants
- CL0016 / 2014 Standardisation of the School Year in respect of Primary & Post-Primary Schools for the years 2014/15, 2015/16 and 2016/17

9. BOARDS OF MANAGEMENT:

- Youthreach Banagher – 12th December 2013
Proposed by: Sinead Moylan-Ryan **Seconded by:** Noel Bourke
- Coláiste Naomh Cormac, Kilcormac – 21st October 2013
Proposed by: Tom Feighery **Seconded by:** Liam Quinn
- Ard Scoil Chiarain Naofa, Clara – 19th September 2013 & 28th November 2013
Proposed by: Denis Magner **Seconded by:** Vivienne Keenan
- Banagher College – Colaiste na Sionna – 22nd October 2013 & 7th November 2013
Proposed by: Sinead Moylan-Ryan **Seconded by:** Denis Magner
- Tullamore College - 15th April 2013, 19th December 2013 & 16th January 2014
Proposed by: Sheila Maloney **Seconded by:** Lar Byrne
- Oaklands Community College – 3rd October 2013
Proposed by: Noel Bourke **Seconded by:** Mary McLoughlin

10. APPOINTMENT OF NOMINEE FOR IPB UP TO MAY 2014:

Lar Byrne was appointed as Laois and Offaly ETB's nominee to attend and vote at General Meetings of Irish Public Bodies Insurances Ltd up to May 2014.

Proposed by: Sinead Moylan-Ryan **Seconded by:** Sinead Dooley

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11. VOTES OF SYMPATHY:

- To Anne Malone, Mountmellick Further Education Centre, on the death of her father in law
- To Mary Sweeney on the death of her brother
- To the family of Kevin Lambe, past student of Tullamore College
- To Mark Molloy, past student of Coláiste Naomh Cormac on the death of his father

12. VOTES OF CONGRATULATIONS:

- To Tullamore College, ladies football team who won the Leinster semi-final
- To St Fergals College, Rathdowney, who won the Leinster B Hurling final

13. CONFERENCES:

Any member interested in attending should contact Marie/Administrative Staff in the Tullamore Office

- AGM of National Adult Literacy Agency will take place on Saturday 29th March 2014 in the Clarion Hotel, Lapps Quay, Cork from 11.00am to 3.00pm

14. AOB:

Junior Certificate

Members expressed their concern regarding the lack of information regarding the change in the Junior Certificate examinations. Members discussed this issue at length. Joe Cunningham, Chief Executive informed members that this is a national issue and agreed to write to the Department of Education and skills on behalf of members, outlining their concerns.

Retirement of Caretaker at Tullamore College

Denis Magner asked the Chief Executive if the caretaker who retired from his post in Tullamore College, can be replaced. Joe informed members that a case has been made to the Department regarding same and it was unsuccessful. Joe has appealed the decision and will inform members on the decision of the appeal in due course.

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15. DATE & VENUE OF NEXT ETB MEETING:

The next meeting of Laois and Offaly Education and Training Board will take place on Monday 14th April 2014, at 4.30pm in Castle Buildings, Tara Street, Tullamore.

- There will be both an Audit and Finance Meeting preceding the main Board meeting.

Signed: *Ronnie Doherty*
Chairperson

Date: *14th April 2014*

Kalamazoo - 32576.000

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