



loetb

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 27th July 2015 at 4.30pm in the Boardroom, Tower Hill, Portlaoise, Co. Laois

PRESENT:

Maura Brophy
Molly Buckley
Cllr. John Carroll
Mary Cotter-Bracken
Cllr Eamon Dooley
Cllr Sinead Dooley
Cllr Catherine Fitzgerald
Vivienne Keenan
Cllr John King

Denis Magner
Cllr Paschal McEvoy
Cllr Liam Quinn
Frank Smith
Anne Starling
Cllr Mary Sweeney

In attendance

Joe Cunningham, Chief Executive
Marie Bracken, Assistant Principal Officer

Eamon Dooley acted as Chairperson for the meeting in the absence of Denis Magner.

1. APOLOGIES:

Declan Costello, Cllr Eddie Fitzpatrick, Cllr Jerry Lodge, Joe Thompson and Cllr Carol Nolan sent their apologies.

2. MINUTES OF LOETB MEETING:

The minutes of the meeting which took place on the 22nd June 2015, were circulated to members, taken as read and signed by the Chairperson.

Proposed by: Molly Buckley

Seconded by: Sinead Dooley

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Chairma
Initials

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3. MATTERS ARISING FROM MINUTES:

There were no matters arising from the minutes.

4. CHIEF EXECUTIVES REPORT:

Joe Cunningham, Chief Executive presented a report to members as follows;

Further Education and Training Services**Transfer of Training Services**

Phase three of the transfer of training services to ETBs has commenced and a number of meetings of the Implementation Group has taken place. An Expression Of Interest has been circulated to the staff at Longford and Westmeath ETB responsible for the management of training services in Laois and Offaly.

Youth Services**Youthreach**

Consultations have taken place collectively with all staff teams and with students in two centres as part of a planning process for two new initiatives that respond to the challenges facing Youthreach nationally – a pre-Youthreach programme for those not yet ready to participate at QQI Level 4 and a post-Youthreach programme focused on self-directed learning and enabling students to be better prepared for progression options.

Traineeship

The national pilot Hospitality Traineeship is nearing the end of the planning phase. Hotels in Laois and Offaly are partnering with LOETB to design and implement a training programme that integrates work placement and on-site training at hotels with certified training provided by the ETB. It is a labour-market initiative that forms part of LOETB's Youth Guarantee.

Administrative Services**HR**

There will be some further teaching staff recruitment in August when we receive our Final Staff Allocation for 2015/2016. We are currently recruiting for a Substitute Panel for Second Level Schools for the academic year 2015/2016.

Recruitment for a Co-ordinator of our VTOS programme at Tullamore FEC has taken place; interviews were held last Friday (24 July) and candidates will be notified presently.

We are currently commencing recruitment for our Further Education Service including a Substitute Panel for 2015/2016.

Recruitment in respect of Special Needs Assistants will take place in the coming week.

Capital

The work at Tullamore College is progressing well and has advanced to the first floor. Mechanical and Electrical works have also commenced.

Tenders have been completed and the Department of Education and Skills have approved the funding for the additional accommodation at Oaklands Community College. Tenders have also been completed for the supply of loose furniture for Oaklands Community College.

Roof works at St. Fergal’s College are ongoing and should completed before school reopens.

Portlaoise College has made an application for funding renovations of two classrooms in respect of an Agricultural Science Laboratory.

Procurement

Service agreements have been finalised with The School Food Company to provide canteen services at Ard Scoil Chiaráin Naofa, Clara, St Fergal’s College Rathdowney and Coláiste Naomh Cormac, Kilcormac.

Tenders have been sought for the Bus Service at Abbeyleix Further Education Centre.

Tenders have also been sought for Catering at Portarlington FEC and Portlaoise College.

NIS Ltd. was the successful tenderer for the provision of IT support and network maintenance.

Eircom was the successful tenderer for the provision of mobile devices.

Finance

The credit committee of AIB have approved our application for an overdraft facility.

Corporate Services

A series of meetings are currently underway with Trustees of our Community Schools to ensure the necessary supports and structures are in place.

Information Technology

An upgrade of the IT facilities at Clara Youthreach has commenced; this will facilitate delivery of an IT-focused course in association with FIT (Fast-track to IT).

5. FINANCE REPORT – MONTHLY RETURN:

A summary of workings of Laois and Offaly ETB up to the end of June 2015 was presented to members. Members approved same.

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A Resolution for a Bank Overdraft Facility was circulated to members. Members approved same.

Proposed by: Liam Quinn
Seconded by: Anne Starling

6. CORRESPONDENCE – CIRCULAR LETTERS:

A letter from Clonaslee Parents Association was read to members. It highlighted the efforts made to secure one male and one female nomination for the BOM. Despite the efforts made, the Association was unsuccessful and therefore two female nominees were appointed to the BOM. The Chief Executive informed members that the BOM is properly constituted given the efforts made by the Parents Association.

7. BOARDS OF MANAGEMENT MINUTES:

The following Boards of Management minutes were circulated to members prior to the meeting for their consideration

Tullamore College: 26th March 2015
Proposed by: Sinead Dooley
Seconded by: Molly Buckley

Tullamore College: 17th June 2015 (Draft)
Proposed by: Sinead Dooley
Seconded by: Anne Starling

Oaklands Community College: 16 April 2015
Proposed by: Eamon Dooley
Seconded by: John Carroll

8. POLICIES FOR ADOPTION:

Laois and Offaly ETB Bully Prevention Policy – Complaint procedure for ETB Staff
Proposed by: Molly Buckley
Seconded by: John King

Laois and Offaly ETB Harassment/Sexual Harassment Prevention Policy – Complaint procedure for ETB
Proposed by: Vivienne Keenan
Seconded by: Mary Sweeney

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9. SCHOLARSHIP:

Irish and Euro Languages Scholarship

	Irish €	Euro €
Banagher College	3000	1000
Ard Scoil Clara	2000	1000
Oaklands	3000	1000
Colaiste Naomh Cormac	2000	1000
Tullamore College	3000	1000
Clonaslee School	2000	1000
Portlaoise College	2000	1000
St Fergal's Rathdowney	2000	1000
Gallen Community School	800	800
Birr Community School	800	0

Proposed by: Mary Cotter Bracken

Seconded by: Mary Sweeney

10. VOTES OF SYMPATHY:

A vote of sympathy was passed to the following:

- The Family of Larry Hayes
- The families of the 3 people, former students of St Fergal's, Rathdowney, who were involved in a tragic road traffic accident recently and lost their lives.

11. VOTES OF CONGRATULATIONS:

A vote of congratulations was passed to the following:

- Stuart Graham, student of Tullamore College, on winning South of Ireland Golf Championship

12. AOB:

- Liam Quinn and Anne Starling confirmed that they would attend the ETBI Annual Conference in Galway on 23-24 September 2015.
- ETBI Conference
Voting delegate: **Eamon Dooley**
Proposed: Liam Quinn **Seconded:** Anne Starling

• Motions for ETBI Conference:

- Shortage of administrative staff and the need to fill critical vacancies
- The need to address middle management structure in schools
- The need for Career Guidance to be allocated ex quota

It was agreed that members would draft motions and forward same to the CE following direction from ETBI.

13. DATE AND VENUE OF NEXT ETB MEETING:

The next meeting of Laois and Offaly ETB will take place on Monday 28th September 2015 at 5.00pm in Floor 3 Conference Room, Castle Buildings, Tullamore, Co. Offaly.

Signed: *Denis Maguire*
Chairperson

Date: 28-9-15

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Chairman
Initials