

loetb

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

A meeting of Laois and Offaly Education and Training Board was held on Monday 29 January 2018 at 5pm at Coláiste Naomh Cormac, Kilcormac.

PRESENT

Cllr. John Carroll

Ms. Mary Cotter-Bracken

Cllr. Eamon Dooley

Cllr. Caroline Dwane-Stanley (Chairperson)

Cllr. Catherine Fitzgerald

Cllr. Eddie Fitzpatrick

Mr. William Flanagan

Ms. Vivienne Keenan

Cllr. John King

Cllr. Jerry Lodge

Cllr. Paschal McEvoy

Cllr. Liam Quinn

Mr. Derek Scully

Mr. Frank Smith

Cllr. Mary Sweeney

Mr. Joe Thompson

IN ATTENDANCE

Mr. Joe Cunningham, Chief Executive

Ms. Sadie Aherne, APO

Ms. Pam Nolan, APO

Ms. Jean Keating, Clerical Officer

Brian Kehoe, Principal at Coláiste Naomh Cormac, Kilcormac, welcomed members to the school and gave a brief outline of recent events at the school. He informed members that school enrolments have increased from 170 in 2015 to 230 in 2017. Over half of the Leaving Certificate students last year achieved 400 points or more.

1. APOLOGIES

Apologies were received from Ms. Maura Brophy, Ms. Molly Buckley, Cllr. Sean Maher and Ms. Anne Starling.

2. MINUTES OF PREVIOUS LOETB MEETING

The minutes of the previous meeting, which took place on 11 December 2017, were circulated to members. Members approved the minutes and they were signed by the Chairperson.

Proposed by: John King

Seconded by: Liam Quinn

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

4. GOVERNANCE

Risk Management

The CE informed members that there are no new risks to report at present.

Shared Services

The CE provided members with an update on the payroll shared services programme. He confirmed that it has progressed to the stage of awarding the contract to the system provider. Two ETBs will move to payroll shared services system before year end. A member stated his disappointment that Dublin was chosen as the location for the programme as towns like Tullamore, Edenderry, Portlaoise and Mullingar would have the capacity to run an entity of that size. The CE informed members that he recommended Laois or Offaly as a site, but the decision on the location was outside of our control.

5. CHIEF EXECUTIVES REPORT

<u>Schools</u>	
SCHOOL	HIGHLIGHTS
Coláiste na Sionna, Banagher	<ol style="list-style-type: none"> 1. Leaving Cert student, AT was awarded 2nd place in All-Ireland Credit Union under 18 Art Competition. 2. Leaving Cert student, MN, took to the stage in the 3 Arena for the Student Leaders Congress on 18th January. Transition year students joined 7,000 other students at the Cycle against Suicide congress. 3. TY Students completed their 2016 Microsoft Specialist PowerPoint exams. 4. The senior hurling team have qualified in their group to play Enniscorthy CBS in the Leinster B Quarter Final on Wednesday 31st January.
Ard Scoil Chiaráin Naofa, Clara	<ol style="list-style-type: none"> 1. Four of the current teaching staff receiving their Postgraduate Certificate in 21st Century Teaching and Learning from Trinity College. 2. Healthy Eating and Fitness week taking place from 22nd – 26th January. Daily events and activities including a Clubs and Societies day.
Clonaslee College	<ol style="list-style-type: none"> 1. Open Night for new students was held on Wednesday 24th January. 2. Senior boys are through to the North Leinster Football Final.
Oaklands College, Edenderry	<ol style="list-style-type: none"> 1. Exhibition of Art by Leaving Cert students is currently on in Edenderry Library. The exhibition will transfer to Aras an Chontae Uíbh Fhailí in the coming weeks. 2. Cyber Safety day to be held on Tuesday 6th February. 3. The school joined 7,000 other students from all over Ireland at the Cycle against Suicide Student

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Chairmans
Initials

	Leaders Congress in the 3 Arena on 18 th January.
Coláiste Naomh Cormac, Kilcormac	<ol style="list-style-type: none"> 1. U18 Leinster Camogie winners, beating Johnstown from Kilkenny in the final, 2. Three pupils represented the school at a PDST ePortfolio initiative in Croke Park. We are a pilot school for an ePortfolio initiative, which is a student-owned dynamic digital workspace where they can capture and reflect on their learning, set goals, seek feedback and showcase their learning and achievements.
Dunamase College, Portlaoise	<ol style="list-style-type: none"> 1. Held its first Board of Management meeting on 18th January 2. The students are looking forward to their first soccer competition later this month. 3. The building work on Phase 2 of the school should be completed shortly.
Portlaoise College	<ol style="list-style-type: none"> 1. Electric College event with Footloose video reaching 100,000 views for Positive Mental Health. 2. CW, 5th year student, played live to over 7,000 students at the Cycle against Suicide event in the 3Arena last week.
Tullamore College	<ol style="list-style-type: none"> 1. Whole School Evaluation currently underway 2. Students recently represented the school in the BT Young Scientist Competition

Jack McCann Cup

The U18 and U15 tournaments will take place at the end of February and start of March respectively.

Boards of Management

Training will take on Monday 26 March in Portlaoise and Tuesday 27 March in Tullamore.

Further Education and Training Services

FET Planning 2018-2020

The FET SMT are currently preparing a plan for provision for the period 2018-2020. This is part of the financial planning process with SOLAS and will show, in line with national targets, an increase in Traineeship provision and the further integration of FET services.

The planning documents will be submitted to SOLAS in early March with a final meeting for agreement in early June.

Scaffolding Apprenticeship

Our proposal for a Scaffolding Apprenticeship at QQI Level 6 was approved in late 2017. The Apprenticeship will be overseen by a steering group with representatives from LOETB, HSA, SOLAS, CIF, NASAQ and SIPTU. It is intended that the programme will be submitted to QQI for validation in December.

QQI Executive Self Evaluation

We submitted our draft Executive Self Evaluation to QQI on 22 December. A follow-up meeting has been planned for 26 February to agree the document and an associated Quality Improvement Plan. As part of this process we are required to review all aspects of governance and agreements with second providers. These meetings will take place in February with the relevant parties.

Organisation Support and Development Services**Corporate Services****Freedom of Information**

Freedom of Information requests are on-going and are being answered within the designated time frames. To date two FOI requests have been received in 2018.

Data Protection

Draft policies are currently being prepared for Data Protection, Data Breaches and also CCTV Policy to reflect the changes necessary for General Data Protection Regulations (GDPR). Training for GDPR for staff is scheduled for Tuesday next 30th January. This training is for all administrative staff including staff in schools and Further Education Centres, LOETB Management, School Principals, Deputy Principals and Centre Managers.

Garda Vetting

The new online system of Vetting as operated by the National Vetting Bureau (NBV) is working well. LOETB carries out Garda Vetting for students and staff. The date for completion of Retrospective Garda Vetting has been extended to 30th April, 2018, by the Department of Justice and Equality.

Risk Management

Administrative staff are continuing to combine the existing 3 Risk Registers into one Corporate Risk Register. A Risk Management Group meeting was held on Tuesday 23rd January and the Risks were examined. The Code of Governance Self Audit Workbook was also examined and progress is being closely monitored.

Protected Disclosures

To date no protected disclosures have been received.

Insurance

Premiums due for 2018 are being paid as presented. Insurance costs for 2018 have increased by 4.85%

Human Resources**Recruitment**

The following staff members have been appointed since our last ETB meeting;

- 1 x Deputy Principal – Dunamase College
- 2 x Assistant Principal – Oaklands CC
- 1 x Programme Co-Ordinator – Tullamore College
- 1 x Assistant Principal – Clonaslee College
- 1 x Assistant Principal – Portlaoise College – interview 19/1
- 1 x Adult Literacy Resource Worker
- 3 Teachers to the main scheme
- 1 x Youth Officer

- Additional Panels formed
- Further Education
- Substitute teachers
- Bus Escort
- CSCS Instructor – Mount Lucas

Posts to be advertised

- AP I & AP II posts in schools
- Youthreach Co-ordinator

The year end was successfully completed in December and we had 914 employees on the P35.

Finance

A summary of finances to 31 December 2017 is included in members' folders.

Annual Financial Statements

Work on the compilation of the Annual Financial Statements for 2017 has begun. It is planned to have these statements completed by 31 March 2018. An initial step in the process is the reconciliation of all school and centre bank accounts. To date, all but four of these accounts have been received. The remaining accounts are to be received early this week.

Online Payments System for Schools

A national tender was completed by the Office of Government Procurement in respect of Online Payments in Schools. An implementation team has now been set up to implement this system in pilot schools. One of our schools, St. Fergal's College, Rathdowney, is involved in the pilot.

ESF Procedures Manual

A group of Finance personnel have commenced work on compiling an ESF Procedures Manual for PEIL 2014 – 2020. Guidelines on what is to be included in these procedures is to issue from SOLAS.

Information Communications Technology

Enhanced Security for Centres

Firewalls are being installed in all centres and Segmentation of the Wi-Fi network will also be put in place to improve security for Bring Your Own Devices. In addition, Web Filtering will be enhanced to protect the ETB broadband network.

Technology-Enhanced Learning

We have begun the process of creating student email addresses across the organisation and moving all email addresses to one tenancy agreement (Microsoft 365).

General Data Protection Regulations (GDPR)

An audit will be carried out to examine how all our data is identified, processes, and secured and also to examine the robustness of our systems.

Procurement and Buildings

Procurement

Update on Procurement Frameworks/Projects at 22 January 2018.

School Books Framework – OGP Framework	All 2 nd Level Schools	5 Companies	The ETB Framework for the supply of post-primary school books is now in place. LOETB have now received list of 5 companies under the School Books Framework Lot 16. A Mini Competition will be run between these 5 companies. Work to commence February 2018 on School Book Lists.
Advertising in the Print Media – OGP Framework	Schools, Centres and Offices	Mediavest Ltd	Extended to 1/12/2020
Bulk Fuels/Heating Oil – OGP Framework	Schools, Centres and Offices	Topaz Ltd	Extended to 31/07/2019
Bus/Coach Services – 2018/2019	Schools, Centres and Offices	LOETB Panel	Panel of Bus Companies being finalised. 16 Companies replied to Tender
Consultants Small Capital Projects – 2018/2019	Schools, Centres and Offices	LOETB Panel	Panel of 43 Consultants finalised January 2018 for LOETB for Small to Medium Capital Projects
National Health and Safety Training, Consultancy and Advisory Services – OGP Framework	Schools, Centres and Offices	Direct Drawdown	Government Framework to 15/02/2018. An option to extend for one or more fixed period(s) of up to twelve (12) months cumulatively. The term will not exceed 4 years in aggregate.
ICT Consumables	Schools, Centres and Offices	Datapac	Government Framework extended to 16/07/2019.
Waste Management	Schools, Centres and Offices	AES Ltd/Ray Whelan Ltd	LOETB contract extended to 30/06/2018. LOETB will be joining the OGP Framework in July 2018.
Stationery	Schools, Centres and Offices	Stakelums Office Supplies	Government Framework in place to 5/12/2018 with option

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			to extend for further 6 months.
Paper	Schools, Centres and Offices	Antalis	Government Framework extended to 7/05/2018
Print Managed Services – OGP Framework	Schools, Centres and Offices	XEROX Ltd	Currently working on details for the new OGP Framework. To be completed end April 2018
Catering Consumables and Disposable Products	Schools, Centres and Offices	BUNZL IRISH MERCHANT S	Contract from 1/07/2017 to 1/07/2020 – OGP has an option to extend for a further year
ICT Support and Maintenance	Schools, Centres and Offices	NIS Ltd	Contract from 1 st October 2017 for a maximum of 3 years with a review at the end of each year
Online Payments System	Schools	Way 2 Pay	Laois and Offaly ETB are joining a tender completed by Limerick and Clare ETB and Cork ETB re Online Payments Systems.
Additional Accommodation - Prefabs	Ard Scoil Clara & Oaklands Edenderry	Consultant: McCarthy O'Hora Contractors:- Instaspace Ltd – Edenderry McAvoy Group - Clara	Installed October 2017. Both schools currently using Prefabs. Furniture delivered.
Refurbishment Phase 1 and Phase 2	Dunamase College	Consultant: McCarthy O'Hora	Phase 1 of refurbishment completed 28/08/2017. Phase 2 currently nearing completion.
Boiler Replacement	Portlaoise College		Consultant appointed Jerry Geaney Ltd.
Electrical Upgrade	Abbeyleix FET Centre	Consultant – Jerry Geaney	Request for Tender on ETenders – replies due back 6/02/2018
Guttering/Dow pipe replacement	Banagher FET Centre	Consultant – Kenny Lyons Associates	Request for Tender on ETenders – replies due back 9/02/2018
Phase 2 Classrooms, HE, Science & Offices	Tower Hill	Consultant: McCarthy O'Hora Contractor:- BCB Contracting	Work is complete. Retention due only

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Windows/ Doors	Portarlinton FET Centre	Consultant: McCarthy O’Hora Contractor: Portlaoise Windows	Work on fitting Doors and Windows completed December 2017.
Industrial Unit & Offices	Tullamore	Consultant: McCarthy O’Hora Supplier:- Glade Securities	Additional Classroom space 600sq meters advertised late December 2017. Glade Securities with 478sq meters awarded contract. Work to commence on Industrial Space from February 201823/08/2017.
CCTV Managed Services	National Construction Centre Mount Lucas	Netwatch	Work completed December 2017.
Roof Repair	Edenderry FET Centre	Reid Roofing	Repairs completed December 2017.

Buildings:

Centre Maintenance and Upgrades

A number of centres have works planned in the coming months to upgrade electrical facilities and also to upgrade and replace boilers.

Dunamase College

Phase II of the refurbishment is under way and will be completed by end of January.

Discussion are ongoing with a number of parties regarding site acquisition for a permanent school building.

Tullamore College

Phase II is almost complete. Substantial completion will take place when all pre-substantial completion observations/omissions and snagging is carried out to the satisfaction of the Design Team and LOETB.

Coláiste Naomh Cormac, Kilcormac

An application under the Emergency Works Scheme was made to improve the traffic management at the school. The Dept. of Education and Skills advised that we should apply under the Summer Works Scheme. We have, however, appealed this decision on the grounds of health and safety of all school users and await a response.

Members thanked the CE for his very comprehensive report.

The CE informed members that Joe Thompson was recently appointed as Youth Officer, and will be taking up the post on 1 February 2018. Members congratulated Joe Thompson on his appointment.

Chairmans
Initials

A member asked if there are any updates regarding the set down area at Ard Scoil Chiaráin Naofa, Clara. The CE confirmed that a new set of drawings are with the County Council and we have had no definitive answer yet.

A member asked if progress has been made regarding the old LSU building in Banagher. The CE said that no further progress has been made to date and we are waiting to hear from the Department of Education and Skills regarding the matter.

A discussion took place about career breaks. A member asked if a post has to be filled before a career break is granted at a school. The CE stated that it is best practice to review the needs of the school before granting career breaks, however, LOETB considers each application for a career break in its own right.

Members who attended the first board meeting at Dunamase College praised the school and teaching staff on the success of their 'bookless classes'. Students are using tablets as opposed to books. The Chairperson suggested that we hold a board meeting at Dunamase College upon completion of the building works at the school.

6. REPORT FROM THE CHAIRMAN OF THE FINANCE COMMITTEE

The Chairman of the Finance Committee, Mr Peter Scully, prepared a report for the Board, outlining the items discussed at the Finance Committee Meeting which took place on the 18 December 2017 as follows:

Mountrath Road,
Portlaoise.
18/12/2017

To: Chairman LOETB

Dear Chairman,

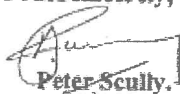
I wish to report that the Finance Committee met on Monday, 18th December 2017.

We considered the following:

Details of Finances to 30/11/2017
Capital Expenditure and Balances to 30/11/2017
Monthly Balancing Statement for November 2017 (V4)
Updated list of procurement frameworks at 30/11/2017

We were satisfied with all of the above and with the answers to our queries.
We recommend acceptance of the accounts as presented for the above period.

Yours sincerely,



Peter Scully.
Chairman, Finance Committee. 18th December 2017

7. REPORT FROM THE CHAIRMAN OF THE AUDIT COMMITTEE

The Chairman of the Audit Committee, Mr. Oliver McCormack, prepared a report for the Board, outlining the items discussed at the Audit Committee Meeting which took place on the 11 December 2017 as follows;

Report from the Chairman of the Audit Committee to LOETB Board

To: Chairperson of LOETB

Dear Chairperson,

I wish to report that the LOETB Audit Committee held a meeting on Monday December 11th 2017 at 2.30 pm. The following was considered by the Committee;

1. Minutes of the last Audit Committee meeting (11th September 2017)
2. Minutes of the Finance Committee meeting (18th September 2017)
3. Minutes of LOETB meeting (25th September 2017, 27th November 2017)
4. C& AG report for the year ended 31st December 2016
5. Publication of LOETB Accounts for the year ended 31st December 2016
6. Conflict of Interests
7. LOETB Self-Audit Workbook
8. Risk Management – corporate risk register
9. Updated list of procurement framework / projects at end November 2017
10. Procedures adopted and recommended to LOETB Board
 - LOETB's Purchasing and Procurement Policy and Procedures
 - Change of Bank Details Procedures
 - DCYA Grant Template
 - Appendix for Grants Under 5000 Euro
 - Short - ETB Template Grant Agreement
 - Medium - ETB Template Grant Agreement
 - Long - ETB Template Grant Agreement
 - Procedures Manual for Contracted Training – ETB
11. Matters for discussion in the absence of the Executive

Oliver McCormack

Oliver Mc Cormack
Chairman Audit Committee

Date: 11th December 2017

8. FINANCE**School Bank Accounts, Tullamore College**

Sadie Aherne informed members that the Permanent TSB closed the Parents Associations bank account due to inactivity. This resulted in an associated school bank account also being closed, as it is linked to the Parents Association bank account. The bank will not reopen said accounts but will issue a new bank account number for both the school bank account and the Parents Association account. Board approval was sought to open the two new bank accounts. Members approved same.

Proposed by: Jerry Lodge

Seconded by: John King

9. CORRESPONDENCE

Item No	Correspondence From	Date / Ref No.	Details	Comments
1.	Department of Children and Youth Affairs	December 2017	Commencement of remaining provisions of the Children First Act 2015	Noted by members
2.	Martin Egan	December 2017	Colmcille Winter School	Noted by members
3.	Department of Education and Skills	CL0073/2017	Revision of Salaries for Special Needs Assistants (SNAs) with effect from 1 January 2018	Noted by members
4.	Department of Education and Skills	CL0076/2017	Revision of salaries in respect of all staff other than teachers and SNAs employed by ETBs with effect from 1 January 2018	Noted by members
5.	Department of Education and Skills	CL0077/2017	Revision of Salaries of all staff paid directly by a recognised school or ETB with effect from 1 January 2018	Noted by members
6.	Department of Education and Skills	CL0080/2017	Physical Education in Senior Cycle	Noted by members
7.	Department of Education and Skills	CL0081/2017	Publication of new "Child Protection Procedures for Primary and Post Primary Schools 2017"	Noted by members
8.	Department of Education and Skills	CL0083/2017	Public Service Stability Agreement 2013 – 2020 (Haddington Road Agreement/ Lansdowne Road Agreement) and the Public Service Pay and Pensions Act 2017	Noted by members

	Department of Education and Skills	CL001/2018	Teacher Fee Refund Scheme 2017	Noted by members
10.	Department of Education and Skills	CL003/2018	Leadership and Management in Post-Primary Schools	Noted by members
11.	Department of Education and Skills	CL004/2018	Post-Graduate Diploma Programme of Continuing Professional Development for Special Education Teachers– 2018/2019	Noted by members
12.	Department of Education and Skills	CL005/2018	Graduate Certificate in the Education of Pupils on the Autism Spectrum (AS) for teachers working with Pupils on the AS in Special Schools, Special Classes or as Special Education Teachers in mainstream Primary and Post-Primary Schools 2018/2019	Noted by members

10. DRAFT MINUTES OF BOARD OF MANAGEMENT MEETINGS FOR CONFIRMATION

The following Board of Management minutes were circulated to members prior to the meeting. Members confirmed the minutes as follows:

Birr Outdoor Education Centre: 12 December 2017

Proposed by: John Carroll

Seconded by: Vivienne Keenan

Oaklands Community College: 14 December 2017

Proposed by: Eddie Fitzpatrick

Seconded by: John King

Tullamore College: 12 June 2017

Proposed by: Eddie Fitzpatrick

Seconded by: Jerry Lodge

11. PROPOSED LEASE AGREEMENTS

The CE informed members about the following proposed lease agreements;

- Proposed lease of accommodation for education and training purposes (478 sq. metres) in Axis Business Park in addition to previous space leased.

Proposed by: Joe Thompson

Seconded by: Molly Buckley

- Proposed lease of 100 sq. metres of classroom space for Further Education and Training

Proposed by: Joe Thompson

Seconded by: Frank Smith

12. NOMINATION OF PARENT REPRESENTATIVE TO THE BOM AT OAKLANDS COMMUNITY COLLEGE

Ms. Fiona Dockery has been nominated to replace Ms. Mary Moore as female parent representative on the Board of Management at Oaklands Community College.

Proposed by: Eddie Fitzpatrick

Seconded by: Vivienne Keenan

13. NOMINATION OF PARENT REPRESENTATIVE TO THE BOM AT PORTLAOISE COLLEGE

Ms. Georgi Phipps has been nominated to replace Ms. Margaret Fitzpatrick as female parent representative on the Board of Management at Portlaoise College.

Proposed by: Mary Sweeney

Seconded by: Derek Scully

14. NOMINATION OF COMMUNITY REPRESENTATIVE TO THE BOM AT TULLAMORE COLLEGE

Ms. Sinead Dooley has been nominated to replace Mr. Paddy Mitchell (RIP) as community representative on the Board of Management at Tullamore College.

Proposed by: Eddie Fitzpatrick

Seconded by: Vivienne Keenan

15. NOMINATION TO THE YOUTH WORK COMMITTEE

Ms. Evelyn Brownrigg has been nominated by Laois County Council to replace Ms. Georgina Ireland as their representative on LOETB's Youth Work Committee.

Proposed by: John King

Seconded by: Catherine Fitzpatrick

16. DELEGATION OF AUTHORITY TO BOARD OF MANAGEMENT TO SUSPEND/EXCLUDE A STUDENT

At the Board Meeting in November 2015, the CE explained to the Board that, based on advice from ETBI, and in accordance with Section 44 (1) (a) of the Education and Training Board Act 2013 and the procedures relating to S. 29 Appeals, it is prudent for the ETB to delegate authority to the BOM of schools to suspend/exclude a student. This needs to be extended to cover Dunamase College.

Proposed by: Mary Sweeney

Seconded by: Vivienne Keenan



17. DRAFT STANDING ORDERS DOCUMENT

The CE informed members that a standing orders document is being developed at present. The document will cover the order of board meetings and processes for making decisions between board meetings. A draft copy of the standing orders document will be circulated to members in advance of the next board meeting.

18. FEEDBACK ON SELF-ASSESSMENT EVALUATION QUESTIONNAIRE

A copy of the feedback on the self-assessment evaluation questionnaire was circulated to members prior to the meeting. The CE noted two pieces of feedback;

- *Internal controls*
The CE informed members that the audit committee has a key role in the monitoring of the internal controls within LOETB and will report to the board on same.
- *Additional Training in particular for new members*
The CE proposed that we dedicate part of the February board meeting to training. He proposed that the three Directors (Schools, FET and OSD) would give a brief overview of the ongoing work in their respective sections.

19. SIPO RETURNS FOR 2017

Members were reminded that the Ethics in Public Office Act 1995 & Standards in Public Office Act 2001, require that an annual return of registrable interests is furnished by the Board Members of Laois and Offaly ETB. A return in respect of the period 1 January 2017 to 31 December 2017 is due by **31 January 2018**. Members were asked to complete the relevant forms after the meeting.

20. VOTES OF SYMPATHY

A vote of sympathy was passed to:

- Sive O'Connor, teacher at Oaklands Community College, on the passing of her grandmother, RIP
- Patricia Finn, teacher at Oaklands Community College, on the passing of her aunt, RIP
- Gemma Farrell, Tullamore Administrative Office staff, on the passing of her mother, RIP
- Josie Lalor, Tullamore Administrative Office staff, on the passing of her mother, RIP

21. VOTES OF CONGRATULATIONS

A vote of congratulations was passed to:

- Banagher College - Coláiste na Sionna, which was named as the most improved school in the country over the past nine years in a in school league table article published by the Sunday Independent.
- The camogie team at Coláiste Naomh Cormac, Kilcormac, on winning the Leinster Championship 2018.
- Best wishes to the students at Coláiste Naomh Cormac, Kilcormac on their upcoming musical Sister Act.

22. AOB (WITH PERMISSION OF THE CHAIRPERSON)

Request for approval for transfer of Land

A request for the approval of a transfer of land (5.72 sq. metres) to ESB, in relation to a substation at Tullamore College.

Proposed by: Jerry Lodge

Seconded by: Eddie Fitzpatrick

Position of Chairperson

The Chairperson Cllr. Caroline Dwane-Stanley requested that the position of Chairperson be put as an agenda item for the next board meeting as she intends to step down as Chairperson at the February meeting.

IPads/Mobile Phones

A member asked if there are policies in place to protect students on iPad's and mobile devices at schools. The CE confirmed that ETBI has issued guidelines on same to all ETBs, and that the schools have incorporated the guidelines into relevant policies. The ICT Manager is currently working on enhancing ICT within LOETB through the use of firewalls and segmenting the Wi-Fi network. The improvements will ensure protection of LOETBs network and systems and will ensure that certain websites are not accessible at schools.

Garda Vetting

A member suggested that training be provided for teachers on child protection in addition to vetting teachers. The CE informed members that all teaching staff have to complete an online training course as part of the new regulations on Child Protection.

In-Committee Meeting

The In-Committee meeting due to take place directly after the board meeting will be deferred until the next meeting.

23. DATE & VENUE OF NEXT LOETB MEETING

The next meeting of Laois and Offaly ETB will take place on Monday 26 February 2018 at 4.30pm at the Abbeyleix Further Education and Training Centre.

Signed: _____

Senán O'Connell

Date: _____

26/2/18

Chairperson

Chairman's
Initials