



A meeting of Laois and Offaly Education and Training Board was held on Monday 10 December 2019 at 4:30 pm at the Tullamore Court Hotel.

PRESENT

Cllr. Neil Feighery (Chairperson)
 Cllr. Willie Aird
 Ms. Maura Brophy
 Ms. Molly Buckley
 Cllr. John Carroll
 Cllr. Clare Claffey
 Ms. Mary Cotter Bracken
 Mr. Dave Cullen

Ms. Evelyn Dunne
 Cllr. Caroline Dwane-Stanley
 Cllr. Eddie Fitzpatrick
 Cllr. Padraig Fleming
 Cllr. John King
 Cllr. Robert McDermott
 Mr. John Mollin
 Mr. Frank Smith

IN ATTENDANCE

Mr. Joe Cunningham, Chief Executive
 Ms. Marie Bracken, Director of OSD
 Ms. Jean Keating, Clerical Officer

1. APOLOGIES

Apologies were received from Cllr. Catherine Fitzgerald, Mr. Shane Flesk, Cllr. Mary Sweeney and Mr. Niall Tully.

2. MINUTES OF PREVIOUS LOETB MEETING

The minutes of the previous meeting, which took place on 25 November 2019 were circulated to members. Members approved the minutes and they were signed by the Chairperson.

Proposed by: John King
Seconded by: John Carroll

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

4. GOVERNANCE

Risk Management

The CE informed members that the Risk Register will be presented to the Audit Committee at their meeting on 13 December to review. It will then be presented to

Chairmans
Initials

Keltia@aois-02576_000

members at the January meeting for ratification.

Conflict of Interest

The Chairperson informed the Board that if a member has a conflict of interest to declare pertaining to any of the agenda items they may do so under this section.

5. CHIEF EXECUTIVES REPORT

Schools

Portlaoise College

- Portlaoise College reached 3 Leinster finals in one week. U16 boys and U16 Girls basketball and U14 Gaelic football
- Completed a fully refurbished Dress Design room
- Student Gyula Torok received a Full Academic Scholarship from IT Carlow
- The Engineering Department commissioned their New CNC Laser Cutter machine for Further Ed Engineering Students
- Portlaoise College was successful in their Sports Capital application and received 75 thousand Euro in funding
- Portlaoise College held a very successful College Awareness Week from the 18th to the 22nd of November

Oaklands Community College, Edenderry

- Deputy Marcella Corcoran Kennedy TD recently visited Oaklands Community College where she attended a sixth year Politics and Society class. During the visit Deputy Corcoran Kennedy chatted with students about their Citizen Action Projects which they are undertaking as part of their study for Leaving Certificate Politics and Society. Many thanks to Debbie Curley Malone 6th year student for organising this visit
- Congratulations to Sam Kunicka and Rory Heffernan who won a 3-day trip to the European Parliament in Brussels. The students met with MEP Mr Sean Kelly who gave them a guided tour. The trip was the winning prize in a national essay writing competition
- Dr. Ciaran Reilly recently visited history students at Oaklands Community College. Dr. Reilly met with second year students who are about to research aspects of local history. He spoke to the group about research skills and of local history
- Congratulations to Adam Hanlon who was awarded a 2019 scholarship by Mr J.P. McManus last weekend at the University of Limerick. The scholarship guarantees Adam full academic financial support for the duration of his 3rd level education. Adam is currently studying medicine at Trinity College Dublin

Clonaslee College

- CLIL (Content and Language Integrated Learning): Embedding Irish and improving the spoken language with the teaching of other subjects through Irish. Clonaslee College was chosen as one of the five schools nationwide for the CLIL Irish DES project. The Irish teachers will work with the NCCA, JCT and DES over the next three years to improve levels of spoken Irish. During their well-being classes the 1st year students will learn Céilí dancing for one hour a week for 6 weeks with TY students in April & May 2020. They will liaise with Dunamase College on the project and will host a grand Céilí Mór in May with all the 1st year students from both schools present

Chairmans
Initials

- Creative Engagement Project (NAPD & LOETB): TY students have worked with landscape architect Maeve O' Neill (won Award at Blooms garden festival) to create concept drawings for the central courtyard/garden area. Under the guidance of their Art teacher they are also working with a local sculptor to design bespoke furniture and ideas for an outdoor learning space
- Coding: The school has organised for local 5th class students to attend coding classes for 6 weeks in Feb/March 2020 with Darren from Raspberry Pi and Coding cluster groups. This is in preparation for the possible introduction of coding as a Short Course for the Junior Cycle. Next term a drama course for 6 weeks will be organised for the same students. These students and their parents/guardians will then be consulted on the final choice for a Short course starting in September 2021
- Science week: Marty Jopsen, BBC 1 resident scientist, held an exciting live Science show for all Clonaslee students and approx. 250 local primary school children during Science week. Small living creatures were viewed through a high tech microscope and sample of cells taken from students in the audience. The school has created strong links with Midland Science and this will be an annual event for Science week where scientists will be invited to demonstrate living Science

Coláiste Naomh Cormac, Kilcormac

- Congratulations to student Sarah Fitzgerald who was selected to be part of the Webwise Ireland Youth Advisory Panel and took part in a workshop in Microsoft Education Ireland HQ as part of the Safer Internet Day Ambassador Programme
- As part of Science week activities, 3rd Year Science classes took part in an interactive workshop in Birr Castle that focused on our Solar system & planets and Transition Year Science class prepared and presented experiments to local 5th & 6th class Primary students
- Well done to the Trad Group who gave a great performance on the Midlands 103 'Coppers & Brass' programme. Well done to Ms Browne & students James Bracken, Enda Callaghan, Kimberley Delaney, Niall Mahon, Katelyn Bagnall and Jack Scully
- Well done to the Junior Debating team – Faustina Egan, Conor Heffernan, Caroline Meacle, and Caitlin Perry – who gave an excellent performance at U.C.D. School Debating competition, finishing 2nd

Tullamore College

- Our Public Speaking Team (Molly Sheils, Ellen O'Brien and Mollie Mai Brown) won the All-Ireland Final in the Business and Professional Women's Public Speaking Competition. Ms Renee Gallagher is their mentor
- Cillian Fogarty won the ETTA (Engineering and Technology Teachers Association) first prize for the Best Leaving Cert Engineering project in Ireland. Cillian was also came second in the competition for the Best Technology Project in Leaving Cert 2019 for another project. Cillian who was also recently awarded an Entrance Scholar Award for Trinity College, is now studying there for a degree in Computer Science
- Sarah McEvoy, a past pupil of Tullamore College, was awarded the NUI Scholarship for the Best Post Graduate Masters in Education in 2019. Sarah who came first in her class in UCD, was then put forward to compete against the top students from UCC, NUIG, NUIM and NCAD. Sarah was selected as the winner and awarded the NUI Scholarship in Education. Sarah is now teaching French and German in Tullamore College

Dunamase College

- We held our Winter Concert on December 3rd in the Dunamase Theatre and sold out 2 shows. One evening performance and a performance for the local primary schools

- Our Hockey teams travelled to Kilkenny College for a series of matches and training continues three days a week
- Our ladies GAA football team is training twice a week now and our boys GAA team is now competing in Leinster Schools' competitions

Ard Scoil Chiarain Naofa, Clara

- A very successful Open Day & Night was held in the school on Tuesday 26 November
- Congratulations to our TY student, Kenneth Bracken who has represented Offaly on the National Executive of Comhairle na nÓg for the past number of years
- Preparations are well under way for our TY Panto – The Wizard of OZ which takes place on 30/31 January 2020

Banagher College - Coláiste na Sionna

- Ms Hassett & LCA2 class came second in the Real Life Science Post Primary School, prize €500
- Grainne Malone, 5th Year chosen to speak at the Youth Assembly on Climate Change in Dáil Eireann and visited RTE
- Congratulations to 2nd Year students, Emily Cormican, Aobhainn Hurley, Aishling Foley and Kelly Claffey who will be heading to Slovakia in January 2020 as part of our Erasmus & Inside Out Project.

St. Fergal's College, Rathdowney

- St Fergals, in partnership with two primary schools, are entering the second year of a Creative Cluster. This is led by the Laois Education Centre and funded through the Schools Excellence Fund - Creative Clusters Initiative (DES). The schools are collaborating on the design and implementation of an innovative arts and creative learning project.
- The Amber Flag group (promoting positive mental health) ran a Positive Pumpkin Patch competition for Hallowe'en. Students carved pumpkins and the most creative were voted on by visitors to the school on our Open Night.
- A sixth year student, Cliona McDonald, won the TG4/Foras na Gaeilge Beo Song Contest. This competition encourages young musicians and song-writers to compose and perform songs in Irish and English. The final was streamed live. Cliona's song "Shiúl tú as mo Shaol" is available on YouTube.
- TY and LCA students had a presentation on Organic Farming and followed this up by a visit to a local organic farm in Durrow.

Further Education and Training

FET Self Evaluation and External Review

LOETB met with QQI on 29 November to discuss the Self Evaluation and External Review process. The timeline for this process is approximately 10 months with the Self Evaluation process due to be completed on 30 May 2020. LOETB will now begin the process of assigning a project lead and establishing a steering group to oversee the process. The steering group will be chaired by the DFET and will include staff from across the organisation, external stakeholders such as employers and partner agencies and will also include learner input. The Self Evaluation process will involve consultation with a wide range of internal and external stakeholders to provide evidence of how effective our policies and procedures are in providing high quality teaching and learning.

FET Provision 2020

The FET Service is currently preparing the 2020 FET bid for SOLAS. In line with our Statement of Strategy and Strategic Performance Agreement, 2020 will see further growth in our Apprenticeship/Traineeship provision, Skills to Advance for employed learners, and an expansion of full and part time options for learners in all of our FET Centres. The bid will also include the development of *FET Information hubs in Portlaoise and Tullamore*. These will act as a central, accessible point of contact for current and perspective learners providing information, study and on-line facilities. The bid will also include a Capital project for Portlaoise Institute allowing us to double the provision on that site and significantly increase the opportunities for learners in Portlaoise.

FET Provision 2019

In 2019, the FET Service continued to grow. The addition of the Midland Skills Centre has provided the region with a state of the art Medtech/Bio-Pharma training facility and two additional electrical apprenticeships. Investment in Tullamore has been further enhanced with the development of an Engineering facility in Tullamore CTC.

The development of a new training facility at Mount Lucas National Construction Training Centre (to be completed in 2020) will provide significant opportunities for new Scaffolding apprentices. Other significant projects in 2019 include refurbishments in Clara FET Centre, Mountmellick FET Centre and Tullamore FET Centre.

FET Provision 2019 (Figures to End November 2019)

The following is a breakdown of the FET Service provision for January to November 2019:

- 10,561 Beneficiaries
- 3,148 progressed to FET/HE Courses
- 750 progressed to Employment
- 4,604 Awards
- 395 employees participated in Skills to Advance programmes
- 243 learners participated in Traineeships (with 1 in 2 entering employment)
- 140 new apprentices registered with 57 new employers registering with LOETB
- 323 FET staff participated in Professional Development (breakdown below)

FET Professional Development 2019

- During 2019 Professional Development activities took place across the FET service for centre, support and delivery staff, and our senior management team.
- Centre administrators received training in the areas of communications, using social media, and MS Office applications including Excel to help streamline more efficient process for the OSD area.
- SharePoint sites have been developed for each FET centre, and our QA support service.
- A number of staff wellbeing events took place, including our 5/10K at Mount Lucas along with tailored workshops with two educational psychologists across Laois and Offaly for our delivery staff.
- A FET staff development day with four themed workshops and keynote speakers took place in the autumn to mark the start of a new academic year. Over 250 FET staff were in attendance.
- We held our first Technology Enhanced Learning event in November, focusing on a general theme of “Technology in Education.” 38 staff members attended.
- A 5-part Leadership programme for FET forum members commenced in June of this year.

Kalamazoo - 32576.000

- Our link with IT Carlow continues with completion of 2 modules this year on the Masters programme. 34 colleagues participated.
- We had positive participation on the SOLAS pilot programmes in the areas of Change Management and TEL. Three FET colleagues completed the NUIG Change Management programme, while nine colleagues have joined the Level 6/7/8 TEL programmes over the course of this year.
- A CPD calendar for 2020 is now available to provide future development opportunities for all FET staff.

LOETB – Supporting Bord na Móna

Since its establishment, the Midlands Regional Transition Team has been working across four areas:

- 1) Securing special status/designation for Offaly and the Midland Region & Funding Opportunities
- 2) Addressing the needs of those offered redundancy & Emerging Employment Opportunities
- 3) Emerging Property/Land Opportunities
- 4) Marketing the Region

LOETB has assumed the lead in addressing the needs of Bord Na Móna employees focussing on four key areas of work:

- Upskilling and reskilling those leaving Bord Na Móna and seeking employment elsewhere; CSCS - 47 participants upskilled (22 courses)/ EXPLORE IT Training- 13 participants/ MIG
- TIG Welding - 24 participants starting this week/ Industrial Electrical *2 - 18 participants (Jan 2020)/ Programmable Logic Controllers - 6 participants (Jan 2020)/ Supervisory Management - 12 participants (Jan 2020)
- Provision of community training and education for those leaving Bord Na Mona and not seeking employment elsewhere; exploring community-based, part-time programmes that enhance retiree’s quality of life with a focus also on active citizenship and voluntary/community service
- Upskilling and reskilling those employees who choose to remain with Bord Na Móna; partnering Bord Na Mona in Employed Traineeships that focus on Enhanced Peatland Rehabilitation (and possibly Retrofitting) thereby enabling employees – BNM estimate 210 individual roles in peat rehabilitation alone - retain their employment status for a minimum of four years.

Training to support sustainability of rural peatland communities; exploring employment opportunities in the region and providing training to match identified skills gaps e.g. New NZEB and Retrofit Training Facility at Mount Lucas, new Traineeship in Remote Working, Rural Enterprise Traineeship in Development.

Organisation Support and Development Services

Human Resources

Recruitment for 2019/2020

Appointments

- 97 Teachers appointments were made.
- HSCL appointments – Oaklands CC, Tullamore College and ASC
- API acting – 1 appointed Ard Scoil Chiarain Naofa
- API posts – 1 appointed Clonaslee College
- API post – 1 appointed Dunamase College
- 1 Deputy Principal – Banagher College
- 1 Acting Principal – Oaklands CC
- 1 Acting Deputy Principal – Oaklands CC

- Grade III appointment – Dunamase College
- Grade III – 12 appointed
- Grade VI – 2 appointment
- Grade V – 2 appointed
- Acting Grade VI – 1 appointed
- Two days of SNA interviews – 11 appointed and panel formed
- Electrical Contractor cover panel – 3 appointed
- FET 16 interviews and 12 appointed
- Assistant Training Manager appointed
- Creative Youth Co-ordinator appointed
- Interview for FET tutor panel
- Attendants for Dunamase College and Tullamore College
- Laois School of Music/Music Generation – 3 vacancies and 1 appointed
- December Interviews
- APII interviews – ASC, Oaklands CC, Tullamore College

Currently Advertised

- Laois School of Music – Violin tutor
- Oaklands CC – French teacher
- Senior Training Advisor
- Adult Educator

Payroll

We have successfully completed the transfer to Payroll Shared Services (ESBS) on 15 November.

Pensions

LOETB have processed 20 retirees for academic year 2019/2020.

Finance

Budgets

Ongoing monthly monitoring of all school and centre budgets is being carried out.

SOLAS Funding

SOLAS have advised the 2020 indicative funding figure for LOETB (€20m). Work has started with the Director of FET on the disbursement of these monies in preparation for the FAR 4 submission to the SOLAS Board for approval, in January 2020.

On-line Travel System

Training has been provided for staff on the new on-line travel expenses system. On-line claims shall start in January 2020. Training for Board members will be provided early in the new year.

ICT

- Midlands Skills Training Centre completed
- New QA office completed
- New ICT Office completed
- School of Music – new network created. Computers, printers and phones installed
- New server installed in Portlaoise FET Centre
- Electrical survey conducted on Portlaoise FET Centre
- ESBS CoreHR completed. Government Networks settings configured and tested for both admin offices, training and test environments rolled out for LOETB and ESBS staff.

- New suite of computers for Edenderry FET computer room installed.
- Mobile suite of laptops with trolley configured and rolled out for ASCN
- Upgraded server installed in Edenderry FET Centre
- Upgraded server installed in Banagher FET Centre
- New computer room designed and currently being worked on for Banagher FET Centre
- Ongoing work to upgrade computers from Windows 7 to Windows 10
- New phone system ordered for CNC Kilcormac with installation in early January

Buildings and Capital Works

Project - Works	School/Centre	Successful Tenderer	Status of Project
New proposed Warehouse	Mount Lucas Training Centre	Kenny Lyons Architects Michael Bracken & Sons Contractors	Works currently ongoing – June 2020 is the possible completion date
Upgrade the existing Train Road Crossing System	Mount Lucas Training Centre	Bluwall Technologies Contractor	Works to start 4 December 2019 – to be completed December 2019
Resurfacing & Line marking to existing Car Park	Mountmellick FET Centre	Chancery Group Consultants / Toplay Tarmacadam Contractors	Works to commence 3 December 2019 – to be completed December 2019
Painting & Decorating	Clara FET Centre	Michael Digan Contractors	Works commenced November 2019 to be completed December 2019
Upgrade Access Facilities for Special Student	Coláiste Naomh Cormac Kilcormac	Fitzgibbons McGinley Architects Joe Doolan Construction Ltd	Works completed October 2019 – Project finished
Additional Accommodation – 2 classrooms, toilets, science room and prep area	Clonaslee College	McCarthy O’Hora Consultants	Approval received from DOES for Science Room & Prep Area/Classroom and 2 WC’s. MCOH currently working on Planning and Tender Documentation
Additional Accommodation – Art & Craft Room	Oaklands CC Edenderry	McCarthy O’Hora Architects Consultant Instaspace Contractors	Approval for 1 only 100sqm Art & Craft Room – Works on installation to start mid-January 2020

Chairmans Initials

New School	Oaklands CC Edenderry	Butler Moffat Architects M Turley QS Downes Civil and Structural Engineers O'Malley Mechanical and Electrical Engineers Integrated Risk Solutions PSDP	First Design Team Meeting will be held on 16 December
Major extension and refurbishment works	Ard Scoil Chiaráin Naofa, Clara	MCOH Architects/ M Turley QS/ O'Keeffe O'Brien and Associates are civil and structural engineers/BDP mechanical and electrical engineers/ CMSE are the PSDP	First design team meeting held on 13 November 2019
Roof Repair Works	Ard Scoil Chiaráin Naofa, Clara	Kenny Lyons Architects	Remedial/Repair works ongoing. Hopes to be completed in December (weather permitting)
Music Equipment	Ard Scoil Chiaráin Naofa, Clara		8/11/2019 Application to DES for funding for Music Equipment
Additional Accommodation * 1 Science Room	Ard Scoil Chiarain Naofa, Clara	Kenny Lyons Consultants Roadmaster Contractor	Approval received from DES for 1 only 100sqm Science Room and Preparation Area with additional Ball Court. Works to start in December with site meeting on 3 December 2019
ASD Unit and Extension to Portlaoise Institute	Portlaoise College/Institute		Currently being assessed by DES
Dress Design	Portlaoise College	McCarthy O'Hora Consultant	Works completed on the refurbishment of the Dress Design Room in October 2019. Furniture and Equipment delivered in

Chairmans Initials

		Carroll O’Keeffe Contractor	November 2019
Completion Works	Tullamore College		Acoustics – to go to Tender in 2020 Landscaping – Healion Contractors - completed Roof Repairs – BFRS Ltd appointed – Works Ongoing Internal Locks – Harney Locksmiths appointed – Works ongoing Internal Works – CS Construction appointed – Works ongoing Lot 2 Parking Area & Drainage – Healion Contractors appointed – meeting on site on 10 December
Additional Accommodation & Office Space	Portlaoise FET/ Dunamase College		Tenders received and evaluations in progress
LSU Building Banagher	Banagher College	Kenny Lyons Consultants	Site surveys carried out by Kenny Lyons Consultants; drawings to be referred to pre-planning meeting with Offaly County Council
Site for Dunamase College	Dunamase College		It is expected that the contract for the site purchase will be completed before Christmas
Procurement			
Project - Works	School/Centre	Successful Tenderer	Status of Project
Legal Services Framework	7 Framework Lots: Employment Law/ Corporate/ FOI / Regulation / Child Protection/ Criminal Defence/ Property	Cascade agreement	Tenders evaluated with OGP. Consultants appointed – contract signed
Printed Matter	Brochures/ Workbooks/ Journals etc.		Currently in the process of preparing 2 requests for

			Tenders to be put up on eTenders
Bus & Coach Services			Currently working with the Education Procurement Service to prepare a Multi Supplier Framework for the supply of Bus & Coach Hire services
Contractors Register			November 2019 - Started the process of developing a database of Contractors for Minor & Small Works along with the required documentation – Insurances/Tax Clearance etc.

Compliance

Insurance

Carried out an audit and review of all our Insurances. Completed individual check on all safes in all premises under LOETB's remit to ensure monies kept in safe did not exceed limit as per insurance policy. Report completed and signed by Director OSD, copy also forward to Insurance Department of LOETB for clarification of any issues found.

ESI Package Access

Carried out an assessment of ESI access for all administrative staff of LOETB. Clarified with Heads of Department access required for each staff member. Report in process of completion and will be then be forwarded to Director of OSD for review before forwarding to ICT Department amend as necessary.

Drive and Folder Access

Carried out an assessment of drive and folder access of all LOETB administrative staff. Report will be forwarded to Director of OSD for approval.

Child Protection Inspection

Carried out an inspection in all 9 schools to ensure relevant documentation and procedures in relation to Child Protection as per Children First Act 2015 are being adhered to. Report in the process of being drafted and will be forwarded to Director of OSD for approval before forwarding to Director of Schools.

Corporate Services

Protected Disclosures

No Protected Disclosures have been received in LOETB to date.

Garda Vetting

Garda Vetting is ongoing with the National Vetting Bureau and careful consideration must be given to ensure that only people working with children and vulnerable adults are vetted to comply with the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016. Applications for Garda Vetting are being examined to ensure that they comply with this requirement.

Risk Management

The Risk Management Team met and updated the Risk Register. This updated Register

will be presented to the Audit and Risk Committee at its meeting on the 13 December and will be presented to the Board at the January meeting.

The Chairperson thanked the CE for his comprehensive report. A member asked the CE about the additional accommodation at Oaklands Community College. The CE explained that one more prefab will be placed on site in January but that this will be the last prefab going on site. He informed members that a meeting with the Design Team will take place on Monday 16 December regarding the new school for Oaklands Community College.

A member asked the CE for an update on the site for Dunamase College. The CE confirmed that the contract for the school site is ready to be signed and we are seeking an additional 3 acres to the site for future use. We are currently awaiting a service level agreement from the DES before the appointment of a Design Team. The CE explained that the plan for Dunamase College in the interim is to extend into the buildings used by Portlaoise FET Centre in Tower Hill. Alternative accommodation will be sourced for our FET provision in the interim. A discussion took place on the lease and future use of Tower Hill.

A discussion took place on the roof repairs at Tullamore College. The CE explained that this refers to outstanding snags and remedial works and it is hoped that all works will be complete by the end of the school year.

6. DRAFT POLICIES FOR ADOPTION

The following policies were circulated to members prior to the meeting. Members approved the policies as follows:

School Policies

- Tullamore College, Admissions Policy
Proposed by: Willie Aird
Seconded by: Molly Buckley
- Oaklands Community College, Admissions Policy
Proposed by: Eddie Fitzpatrick
Seconded by: Robert McDermott
- Oaklands Community College, ASD Admission Policy
Proposed by: Eddie Fitzpatrick
Seconded by: Robert McDermott
- Oaklands Community College, Behaviour Management Policy
Proposed by: Robert McDermott
Seconded by: Eddie Fitzpatrick

7. MINUTES OF COMMITTEES OF THE BOARD

The following minutes of committees of the Board were circulated prior to the meeting. Members confirmed the minutes as follows;

- Tullamore College, 18 June 2019, 16 October 2019
Proposed by: Evelyn Dunne
Seconded by: John Carroll

Chairmans
Initials

- Dunamase College, 30 April 2019
Proposed by: Caroline Dwane-Stanley
Seconded by: Dave Cullen
- Ard Scoil Chiaráin Naofa, Clara, 5 March 2019, 28 May 2019
Proposed by: Mary Cotter-Bracken
Seconded by: John Carroll
- Banagher College, 24 October 2019
Proposed by: Clare Claffey
Seconded by: Mary Cotter-Bracken
- Portlaoise College, 25 September 2019
Proposed by: Maura Brophy
Seconded by: Evelyn Dunne
- Oaklands Community College, Edenderry, 16 October 2019
Proposed by: Molly Buckley
Seconded by: Eddie Fitzpatrick

8. NOMINATIONS TO THE YOUTH WORK COMMITTEE

Prior to the meeting the CE circulated the Terms of Reference for the Youth Work Committee for members to review. The Chairperson asked members for nominations to the Youth Work Committee.

LOETB Nominees

Nominee: Maura Brophy
Proposed by: Willie Aird
Seconded by: Caroline Dwane-Stanley

Nominee: Caroline Dwane-Stanley
Proposed by: Maura Brophy
Seconded by: Dave Cullen

Nominee: Clare Claffey
Proposed by: Molly Buckley
Seconded by: Willie Aird

9. NOMINATIONS TO THE ARTS COMMITTEE

Prior to the meeting the CE circulated the Terms of Reference for the Arts Committee for members to review. The Chairperson asked members for nominations to the Arts Committee.

LOETB Nominees

Chairmans
Initials

Kalamazoo...32576.000

Nominee: Evelyn Dunne
Proposed by: Willie Aird
Seconded by: Molly Buckley

Nominee: Mary Sweeney
Proposed by: Neil Feighery
Seconded by: Molly Buckley

Nominee: Mary Cotter-Bracken
Proposed by: Neil Feighery
Seconded by: John King

10. NOMINATIONS TO THE BOM AT BIRR OUTDOOR EDUCATION AND TRAINING CENTRE

Prior to the meeting the CE circulated the Terms of Reference for the Board of Management at Birr Outdoor Education and Training Centre (OETC) for members to review. The Chairperson asked members for nominations to the BOM at Birr OETC.

LOETB Nominees

Nominee: John Carroll
Proposed by: Eddie Fitzpatrick
Seconded by: Willie Aird

Nominee: Clare Claffey
Proposed by: Eddie Fitzpatrick
Seconded by: Willie Aird

Nominee: Molly Buckley
Proposed by: Caroline Dwane-Stanley
Seconded by: Clare Claffey

11. REVIEW OF STANDING ORDERS

The Chairperson informed members that no amendments to the Standing Orders were submitted by email as requested at the last meeting.

A member wished to raise a point under the 'Order of Business' section of the Standing Orders. The member felt that the following section is too restrictive;

Any member of the Committee may request an item to be discussed under AOB, provided that the request, signed by another member, and details of the matter for discussion be submitted two working days before the date of the meeting'.

The CE will seek clarification on this matter with other ETBs.

12. VOTES OF SYMPATHY

A vote of sympathy was passed to:

- Brian Kehoe, Principal at Coláiste Naomh Cormac, on the recent passing of his Uncle

Chairmans
Initials

Kalamazoo - 32576.000

~~The Lawlor family in Killeigh on the recent passing of David Lawlor~~

13. VOTES OF CONGRATULATIONS

A vote of congratulations was passed to:

- The LOETB Inter-Firms Hurling team on reaching the Leinster inter-firms final
- The LOETB Laois Inter-Firms Football team on reaching the Leinster inter-firms semi-final
- First and second year football team at Coláiste Naomh Cormac who are through to the Leinster final
- Noel Daly, Principal at Portlaoise College, on hosting the last Board meeting and for the great achievements in growing and developing the school.

14. AOB

Nominations to School Boards of Management

The below nominations were submitted after the agenda was circulated.

Dunamase College BOM – Staff and Parent Representative Nominations

Principal Aoife Elster wrote to the CE to advise the following were nominated to the BOM at Dunamase College:

Staff Representatives: Aoife Uí Choirc & Tomás O Murchú

Parent Representatives: Dave Cullen & Paul Leavy

The Board ratified the nominations of the staff and parent representatives at Dunamase College.

Proposed by: Mary Cotter-Bracken

Seconded by: Caroline Dwane-Stanley

Oaklands Community College BOM – Staff Representative Nominations

Richard Murphy wrote to the CE to advise the following were nominated to the BOM at Oaklands Community College:

Staff Representatives: Fergal Leonard & Claire Donohoe

The Board ratified the nominations of the staff representatives at Oaklands Community College.

Proposed by: Eddie Fitzpatrick

Seconded by: Robert McDermott

Audit and Risk Committee nomination

The Chairperson informed members that only two members were nominated to the Audit and Risk Committee at the last meeting and there is still a vacancy for one more

Kilnamazoo - 32376000

member on the Committee. The Chairperson asked for nominations to fill this vacancy.

Nominee: John Carroll

Proposed by: Eddie Fitzpatrick

Seconded by: Clare Claffey

15. DATE & VENUE OF NEXT MEETING

The next meetings of the Board will take place as follows;

- Monday 27 January 2020 at 4.30pm at Mountmellick FET Centre
- Monday 24 February 2020 at 4.30pm at Tullamore College
- Monday 23 March 2020 at 4.30pm at Dunamase College

Signed: *Catherine Fitzgerald* Date: 27-01-2020

Chairperson