

<b>MINUTES OF PROCEEDINGS AT A MEETING OF THE</b>
<b>CORK EDUCATION AND TRAINING BOARD</b>
<b>COLÁISTE MHUIRE, BUTTEVANT</b>
<b>21<sup>st</sup> APRIL 2016</b>

<b>ATTENDANCE</b>
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<i>Cllr. Des O’Grady</i>	<i>Ms. Maura Fitzgibbon</i>
<i>Cllr. Michael Hegarty</i>	<i>Mr. Sean O’Sullivan</i>
<i>Cllr. Claire Cullinane</i>	<i>Ms. Louise Sheehan</i>
<i>Cllr. Christopher O’Sullivan</i>	<i>Ms. Pearl Nolan</i>
<i>Cllr. Tim Brosnan</i>	<i>Ms. Gillian Keating</i>
<i>Cllr. Pdraig O’Sullivan</i>	<i>Ms. Mary O’Grady</i>
<i>Mr. Paudie Palmer</i>	

<b>EXECUTIVE &amp; ADMINISTRATIVE STAFF</b>
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<i>Mr. Ted Owens, CE</i>	<i>Mr. John Fitzgibbons, EO</i>
<i>Mr. Martin Hallahan, PO</i>	<i>Ms. Clare Creedon (Minute Taker)</i>

<b>WELCOME</b>
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The CE advised members that the Chairman is currently in hospital and is unable to attend the meeting. He wished him a speedy recovery. He stated that Cllr. Pdraig O’Sullivan, Vice-Chairman, would be late to the meeting so he proposed that the members nominate someone to chair the meeting. Mr. Paudie Palmer proposed Mr. Sean O’Sullivan as Chair, which was seconded by Cllr. Tim Brosnan.

Mr. Sean O’Sullivan thanked the CE and welcomed all members to the new school building of Coláiste Mhuire. He invited the Principal, Mr. Donal O’Sullivan to address the Board. Mr. Donal O’Sullivan, on behalf of the staff, students and the community thanked everyone involved for ensuring that post-primary education remained in Buttevant and the building project came to fruition. He noted that the support from CCVEC and now CETB has been second to none. He thanked the school development Committee for campaigning for second level education and working tirelessly to secure a new building for Coláiste Mhuire. He paid particular thanks to Mr. Martin Hallahan for his work over the years, Ms. Eimer O’Leary for her work in procuring the furniture for the building and Mr. Adrian Deasy for his work in arranging the IT equipment for the building. He stated that the staff and students are delighted with the new, state of the art facility that will stand the test of time and become a benchmark for new builds.

The CE thanked Mr. O’Sullivan for addressing the Board and stated that a good Principal does not guarantee a good school but that CETB are very fortunate to have Mr. O’Sullivan as Principal.

The CE welcomed Ms. Pearl Nolan to the meeting, as replacement for Ms. Bidy McDonagh.

#### **APOLOGIES**

- Apologies for inability to attend the meeting were received from Board Members, Cllr. Mary Hegarty, Cllr. Laura McGonigle, Cllr. Patrick Gerard Murphy, Cllr. Gillian Coughlan, Cllr. Mary Shields, Cllr. Chris O’Leary, Rev. Dr. Tom Deenihan, Mr. Declan O’Leary

#### **CONDOLENCES**

- ✠ To the family of former Minister for Education, Dick Burke, on his death
- ✠ To Denis O’Sullivan, Acting Principal, Coláiste Pobail Bheantraí , on the death of his Mother
- ✠ To Ursula Morris, Assistant Staff Officer, Head Office, on the death of her father
- ✠ To the family of Martin Hayes, former teacher and current BOM member of Schull Community College, on his death
- ✠ To Sonia McNamara, teacher in St. Aidan’s CC, on the death of her father
- ✠ To Anna Bernard, teacher in St. Aidan’s CC, on the death of her mother
- ✠ To Tonaí Rosboire, teacher in St. Aidan’s CC, on the death of his father
- ✠ To Mary Fitzgibbon O’Connor, teacher in St. Aidan’s CC, on the death of her mother

#### **CONGRATULATIONS**

- Congratulations were expressed to Cllr. Margaret Murphy O’Mahony on her recent election to Dáil Éireann.
- Mr. Sean O’Sullivan expressed congratulations to all involved in the Aiseirí 1916 Concert that took place in Cork Opera House.
- Mr. Paudie Palmer congratulated all from St. Brogan’s College and Coláiste Treasa who have reached the final of the Certified Irish Angus Beef schools competition.

#### **BEST WISHES**

- Best wishes were expressed for Cllr. Patrick Gerard Murphy and Mr. Kevin Healy (Principal, Coláiste Pobail Bheantraí ) for a speedy recovery.

#### **MINUTES**

The Board, on the proposition of Cllr. Tim Brosnan, seconded by Mr. Paudie Palmer, adopted the minutes of the previous ETB meeting held on **21<sup>st</sup> January 2016** (copy herewith).

## CORRESPONDENCE

The Board, on the proposition of Mr. Paudie Palmer, seconded by Rev. Dr. Tom Deenihan, adopted the DES, ETBI, SOLAS and General Correspondence as presented (copies herewith).

### ETBI Correspondence

- **15.03.2016 – Correspondence seeking a nominee from CETB for a national group to audit existing training provision within the Hospitality sector** – Ms. Maura Fitzgibbon asked the CE if a nomination had been put forward. The CE advised that Mr. John Byron is the CETB nominee. His background is in Mallow Youthreach but he was a chef for a number of years prior to that so has extensive knowledge of the sector.
- **25.01.2016 – Correspondence regarding the HPV Vaccine** – Cllr. Tim Brosnan referred to the issues that have arisen in relation to the vaccine and asked the CE if CETB has any liability in relation to same. The CE advised that the DES asks ETBs to facilitate the distribution of the vaccine and he does not envisage any issues in relation to liability.

### General Correspondence

- **20.01.2016 – Correspondence from Cork City Sports** – The Board, on the proposition of Cllr. Michael Hegarty, seconded by Mr. Paudie Palmer approved the sponsorship of € 1,000 for Cork City Sports 2016.
- **25.01.2016 – Correspondence from Skibbereen Sports Centre seeking a right of way through Rossa College property to create a pathway** – The Board, on the proposition of Mr. Paudie Palmer, seconded by Cllr. Michael Hegarty approved the granting of right of way.
- **27.01.2016 – Correspondence from the Cobh Traditional Sail Regatta seeking support for a bursary** – The Board, on the proposition of Cllr. Claire Cullinane, seconded by Cllr. Michael Hegarty approved the payment of € 100 per pupil involved.
- **04.03.2016 – Correspondence from the Cork International Choral Festival seeking sponsorship** – Cllr. Des O’Grady referred to a decision taken at a previous

Board meeting to set up a Committee that would look at requests for funding and make a determination. He stated that if the funding involves and benefits our schools then he does not have an issue with supporting same. Cllr. Tim Brosnan agreed with Cllr. O’Grady and the Board agreed that policy going forward would be to support requests for sponsorship that relate/benefit our schools/colleges and not to offer funding to any outside bodies/organisations.

- **04.03.2016 – Correspondence from Nagle Community College seeking funding**
  - The CE advised that CETB has given funding previously to other schools to help with the UK VEX Robotics Championship and stated that he would approve, following agreement by members, the payment of € 3,000 to Nagle CC to help with the cost of the trip. This was agreed by all members.

<b>CE’S REPORT</b>
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The Board, on the proposition of Mr. Paudie Palmer seconded by Ms. Gillian Keating approved the adoption of the CE’s Report, incorporating the Education Report, Finance Report and the Capital Report (**copy herewith**).

- **Item 1 – New Senior Posts** – The CE advised members of the new position offered to Ms. Joan Russell in ETBI and stated that she will take up this position for a total of five years, with an option to extend.
- **Item 4 – Community National Schools** – Cllr. Tim Brosnan suggested that perhaps a briefing session on CNS’s should be held for members to familiarise them with the workings of primary schools as these are relatively new to ETB’s. The CE stated that a briefing session will be arranged for members in the future. Cllr. Des O’Grady referred to Ballincollig and stated that another Gaelscoil alone will not work in the area and considering the new houses planned for the Maglin area, two new primary schools may be required.
- **Item 9 – PLC Plan** – The CE advised that a decision is expected within a fortnight in relation to the proposal made to DES and SOLAS to establish Mallow College and a West Cork College of Further Education. Cllr. Christopher O’Sullivan welcomed the progress and the plan going forward but stated that there are rumours that the building on the Western Road may no longer be used for delivering courses. The CE stated that he can allay fears that even though the students may be answerable to the Principal in another college, provision will still take place in Clonakilty.
- **Item 13 – Apple, Cork** – Ms. Gillian Keating congratulated the CE in succeeding to have a meeting as it is extremely difficult to get same with Apple.

## **Finance Report**

Mr. Sean O’Sullivan advised that there will be a report from the Finance Committee for the next ETB meeting.

<b>COMMITTEES</b>
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### **Board of Management Nominees**

The Board, on the proposition of Cllr. Michael Hegarty, seconded by Mr. Paudie Palmer approved the following nominations:

- The Bishop of Cork and Ross has nominated Mr. Stephen Dineen to the BOM of Schull Community College, as replacement for Ms. Anne O’Keeffe, following her resignation.
- The Bishop of Cork, Cloyne and Ross has nominated Reverend Cliff Jeffers to the BOM of Maria Immaculata Community College.
- Boherbue Comprehensive School’s BOM term of office has come to an end. Mr. Seán O’Sullivan is the current CETB nominee. It is proposed that Mr. O’Sullivan remains as CETB nominee to the BOM.
- Kinsale Community School’s term of office has come to an end. The current CETB nominees are as follows:
  - Mr. Ted Owens
  - Cllr. Mary Shields
  - Cllr. Margaret Murphy O’Mahony

It is proposed that Mr. Owens and Cllr. Shields remain as CETB nominees. A replacement for Cllr. Murphy O’Mahony is required.

- An Advisory Board for Gaelcholáiste Choilm is being established. The following individuals have expressed their interest in sitting on this.
  - Ms. Una O’Donnell
  - Mr. Donal O’Rourke
- Due to the recent death of CETB’s nominee to Schull Community College BOM, Mr. Martin Hayes, a vacancy has now arisen. The following is proposed to sit on the BOM.
  - Mr. Diarmuid Duggan (local primary school Principal)

- The Board, on the proposition of Cllr. Pdraig O’Sullivan, seconded by Cllr. Christopher O’Sullivan, agreed to write to Cllr. Gillian Coughlan to ask if she was happy to be nominated to the following Boards of Management:
  - Clonakilty Community College
  - Maria Immaculata Community College
  - St. Brogan’s College
  - Kinsale Community School

<b>RESERVED ITEMS</b>
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### **Sealing of Documents**

The Board, on the proposition of Cllr. Michael Hegarty, seconded by Cllr. Claire Cullinane approved the following Sealing of Documents:

- Lease at Cork Learning Support Services Centre, Fr. Matthew Street. Sanction was received from the DES in relation to approval to enter into a lease for the period from 1<sup>st</sup> June 2009 to 31<sup>st</sup> May 2019 with an annual rent of € 27,500.
- Lease between Údarás na Gaeltachta and CETB, for the premises Coláiste Ghobnatan. The proposed lease is for 10 years & 9 months from the date of signing. The cost is € 100 per annum.
- Lease between Con & Ann O’Leary and CETB for the premises at YR Bandon (2 separate units). The term of the lease is from June 2015 to May 2020 at a cost of € 64,000 per annum.
- Grant of Cable Easement for ESB cables at Coláiste Mhuire, Buttevant.
- Lease between James Barber & Elizabeth O’Halloran and CETB for the premises at Morrison House, South Terrace (Cork College of Commerce).

### **Policies for Noting/Adopting**

The Board, on the proposition of Cllr. Tim Brosnan, seconded by Ms. Mary O’Grady, noted the ETBI Grievance Procedures, the CETB Learning and Development Policy and adopted the CETB Policy for responding to Requests for Records.

### **Charities Regulatory Authority**

It was agreed by all members that the Board members names would be listed on the Charities Regulatory Authority’s website as CETB has charitable status.

### **Section 29 Appeal Hearing**

The Board, on the proposition of Cllr. Michael Hegarty, seconded by Cllr. Pdraig O’Sullivan accepted the proposal of the Section 29 Appeal Hearing Committee to uphold the

appeal on the basis that Coláiste Choilm had not observed due process at the initial appeal to the BOM.

**MINUTES OF BOARDS AND COMMITTEES FOR CONFIRMING**

The Board, noted the documents as outlined in the list submitted by the CE (**copy herewith**).

**AOB**

Cllr. Des O'Grady referred to the issue of a quorum for Board meetings and asked if the Executive could look at the legal requirements. The CE stated that other ETB's are having the same difficulties and have written to ETBI to request they write to the Minister in an effort to have the quorum changed. It was agreed that a meeting would be held in May and June, as previously planned prior to the cancellation of the March meeting.

**DATE & VENUE OF NEXT MEETING**

The next meeting will take place on Thursday 19<sup>th</sup> May at 4.00pm in the Cork Training Centre, Rossa Avenue.

**THIS CONCLUDED THE BUSINESS OF THE MEETING**

**SIGNED:** \_\_\_\_\_  
*Chairman*

**DATE:** \_\_\_\_\_