

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
CORK TRAINING CENTRE, ROSSA AVENUE
19TH APRIL 2018

ATTENDANCE

<i>Cllr. Kay Dawson</i>	<i>Mr. Paudie Palmer</i>
<i>Cllr. Mary Hegarty</i>	<i>Mr. Rob Bateman</i>
<i>Cllr. Patrick Gerard Murphy</i>	<i>Ms. Maura Fitzgibbon</i>
<i>Cllr. Gillian Coughlan</i>	<i>Mr. Ger Looney</i>
<i>Cllr. Kevin Conway</i>	<i>Ms. Pearl Nolan</i>
<i>Cllr. Mary Shields</i>	<i>Mr. Declan O’Leary</i>
<i>Cllr. Sean Martin</i>	<i>Ms. Louise Sheehan</i>
<i>Cllr. Chris O’Leary</i>	

EXECUTIVE & ADMINISTRATIVE STAFF

<i>Mr. Pat McKelvey, Director of Schools</i>	<i>Ms. Sheila Quill, Director of O.S.D</i>
<i>Mr. John Fitzgibbons, Director of FET</i>	<i>Ms. Clare Creedon (Secretary to the Board)</i>
<i>Ms. Suzanne Mullins, Director of O.S.D</i>	

WELCOME

The Chairman welcomed members to the meeting. Mr. Pat McKelvey apologised on behalf of the CE’s for his absence from the meeting as he had to attend an urgent meeting with the DES. The Chairman welcomed Mr. Jamie O’Leary, Chairman of the Finance Committee to the meeting and advised members that he would provide a report of the Finance Committee to members and outline the Financial Statements for the year ending 31st December 2017 under Reserved Items.

APOLOGIES

➤ Apologies for inability to attend the meeting were received from Board Members, Cllr. Des O’Grady, Cllr. Christopher O’Sullivan, Cllr. Pdraig O’Sullivan, Mr. Denis Kirby and Ms. Mary O’Grady.

CONDOLENCES

† To the family of James Lysaght, former Principal of Davis College, on his death.
 † To the family of Margaret Buckley, former AEO of Co. Cork VEC, on her death.
 † To the family of Paul O’Brien, teacher in St. John’s College, on his death.

MINUTES

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Chris O’Leary, adopted the minutes of the previous ETB meeting held on **22nd March 2018 (copy herewith)**.

Pat McKelvey gave an update in relation to Nagle Community College. He advised that he and the CE have been in regular contact with the DES and Educate Together. The CE has re-iterated CETB’s position to that it is not able to accommodate Educate Together in Nagle Community

College for the 2018/2019 academic year. Efforts are continuing to provide Educate Together with alternative accommodation.

RESERVED ITEMS

Chairperson of the Finance Committee, Mr. Jamie O’Leary gave a report to the Board on the activities of the Finance Committee. He advised that the Committee meets four times a year. On a quarterly basis the Committee looks at the information provided by the finance department, examining the movement in the CETB bank account, looks at CETBs performance and compares this to the Service Plan. The members work with the finance team to see what business improvements can be made and value added to the work of CETB in this area. Ms. Maura Fitzgibbon, member of the Finance Committee added that the Committee was very happy with the answers they received to queries they had raised with the finance department.

Mr. O’Leary stated that the Finance Committee are recommending to the Board the approval of the draft accounts, subject to audit by the C&AG. The Board, on the proposition of Cllr. Sean Martin, seconded by Cllr. Chris O’Leary, approved the draft accounts as presented.

CETB Service Plan

The Board, on the proposition of Cllr. Chris O’Leary, seconded by Mr. Paudie Palmer, approved the Service Plan as presented.

Proposed Panel of Interviewers– Post of Responsibility Interviews

The Board, on the proposition of Mr. Paudie Palmer, seconded by Cllr. Kevin Conway, approved the proposed panel of interviewers, as presented.

Ms. Maura Fitzgibbon asked if having former Principal’s on this list would create a conflict of interest. Suzanne Mullins stated that it is practice within CETB that former Principal’s would not be put on the panel for interviews relating to the school that they previously worked in.

EXECUTIVE REPORT

The Board, on the proposition of Cllr. Mary Shields, seconded by Mr. Paudie Palmer approved the adoption of the Executive Report, incorporating the Finance Report and the Capital Report (copy herewith).

- **Item 3 – CL 003/2018 – Provision of Religious Education**– Pat McKelvey advised members that a draft document outlining CETB’s initial response to the CL, was given to Principals. CETB is committed to ensuring that the ethos of our schools is not damaged. He explained that there are very specific issues in relation to the Model Agreements for Community Colleges and the implementation of the CL. ETBs generally are taking the approach that the DES will need to provide the additional resources required to implement

the CL. CETB has asked our schools to send in their resource requirements arising from the CL. An application for additional resources will then be made to the DES.

- **Item 6 – SOLAS Strategic Planning and Operational Targets 2018-2020** – John Fitzgibbons referred to the specific targets outlined in the report and stated that CETB will need to look at where it is now and how it will reach these targets by 2020. A response will be sent to SOLAS by 20th May and then dialogue meetings will take place between SOLAS and CETB. John Fitzgibbons advised that this is the beginning of funding being led by targets and the achieving of same. Strategic Planning and funding will now become more intertwined. It will be challenging but CETB will do its best to meet the targets where possible. The Chairman stated that some of the targets are quite ambitious. John Fitzgibbons stated that these are national targets set by the Government.
- **Item 16 – Data Protection and GDPR** – Suzanne Mullins provided a brief update on work to date in relation to GDPR. She advised that this is a long term project and the complexity of it has been recognised by the Data Protection Officer. CETB has begun the process of making itself compliant. Cllr. Chris O’Leary queried Board members role as it has implications for them also with regards to sitting on BOM and interview boards. Suzanne Mullins advised that training will be organised for Board members and BOM members in the future.
- **Item 23 – Capital Building Programme** – Cllr. Kay Dawson referred to Coláiste an Chraoibhín and asked if CETB had a statement that she could issue to parents with regards to Sammon Construction as she had received a lot of e-mails from concerned parents. Sheila Quill advised that following the meeting the CE was having with the DES today an update would issue to members. Pat McKelvey advised that he and the CE had met with the staff in Coláiste and Chraoibhín and St. Colman’s Community College respectively and that a statement will be prepared by HQ that will issue to staff, parents and students in the coming days.

COMMITTEES

The Board, on the proposition of Cllr. Mary Shields, seconded by Cllr. Chris O’Leary, approved the following:

- Following the resignation of Canon Salter as CETB nominee on the BOM of Millstreet Community School, the CE will sit on the BOM as CETB nominee, as his replacement, following Board approval.

MINUTES OF BOARDS AND COMMITTEES CONFIRMATION

The Board, on the proposition of Mr. Paudie Palmer, seconded by Cllr. Kay Dawson, confirmed the documents as outlined in the list submitted by the CE (**copy herewith**).

CORRESPONDENCE

The Board, on the proposition of Cllr. Chris O’Leary, seconded by Cllr. Kevin Conway, adopted the DES, ETBI, SOLAS and General Correspondence as presented (**copies herewith**).

DES Correspondence

24.01.2018 – Temporary Accommodation – St. Brogan’s College – Cllr. Gillian Coughlan asked if confirmation has been received in relation to the prefabricated buildings. Sheila Quill advised that confirmation had been received from the DES and the process of appointing a Design Team has commenced.

General Correspondence

04.04.2018 – Correspondence from CIT – Following the resignation of Jim Woulfe as an ordinary member of the Governing Body of CIT, Cork Chamber of Commerce has nominated Mr. John Higgins as his replacement. The Board, on proposition of Cllr. Chris O’Leary, seconded by Ms. Mary O’Grady, approved the nomination.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____