

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
CORK TRAINING CENTRE, ROSSA AVENUE
17th JANUARY 2019

ATTENDANCE

<i>Cllr. Kay Dawson</i>	<i>Mr. Paudie Palmer</i>
<i>Cllr. Mary Hegarty</i>	<i>Ms. Maura Fitzgibbon</i>
<i>Cllr. Patrick Gerard Murphy</i>	<i>Ms. Louise Sheehan</i>
<i>Cllr. Christopher O'Sullivan</i>	<i>Mr. Rob Bateman</i>
<i>Cllr. Pdraig O'Sullivan</i>	<i>Mr. Ger Looney</i>
<i>Cllr. Gillian Coughlan</i>	<i>Mr. Declan O'Leary</i>
<i>Cllr. Mary Shields</i>	<i>Mr. Denis Kirby</i>
<i>Cllr. Chris O'Leary</i>	<i>Ms. Mary O'Grady</i>

EXECUTIVE & ADMINISTRATIVE STAFF

<i>Mr. John Fitzgibbons, Acting CE</i>	<i>Ms. Sheila Quill, Director of OSD</i>
<i>Mr. Pat McKelvey, Director of Schools</i>	<i>Ms. Clare Creedon (Secretary to Board)</i>

WELCOME

The Chairman welcomed members to the meeting. He referred to the recruitment of the Chief Executive and stated that he was concerned with regards to the entire recruitment process. John Fitzgibbons advised that it will be a further two weeks before the name of the incoming Chief Executive is forwarded to the Minister for Education and Skills. It will then be forwarded to the Board for ratification. It has been indicated that the individual is external to the sector and that they must work three months' notice under their current contract. It is expected that name will be put before the March meeting for ratification. John stated that all staff in head office is preparing to support the incumbent CE in the transition phase. Mr. Rob Bateman queried as to why the name cannot be given to the Board earlier than expected. John advised that the identified candidate must go through the garda vetting process.

APOLOGIES

- Apologies for inability to attend the meeting were received from Board Members, Cllr. Eoghan Jeffers, Cllr. Kevin Conway, Cllr. Sean Martin and Ms. Pearl Nolan.

CONDOLENCES

- † To Aideen O'Sullivan, staff member in Head Office, on the death of her brother
- † To the family of Denis Murphy, former employee, on his death
- † To Tony O'Neill, former Principal of Terence MacSwiney Community College on the death of his wife

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 November 2018 (copy herewith)**.

The Board, on the proposition of Mr. Ger Looney, seconded by Cllr. Mary Shields, adopted the minutes of the previous ETB meeting held on **20th December 2018 (copy herewith)**.

RESERVED ITEMS

Approval to enter into a lease/licence/rental agreement

The Board, on the proposition of Mr. Ger Looney, seconded by Cllr. Mary Shields, approved to enter into the following leases:

- The Minister for Education and Skills has requested that CETB take over the lease between the Minister and Carrigtwohill GAA which houses Scoil Chlíodhna. The lease will run from 1st September 2018 to the 31st August 2020 at a cost of €88,000 per annum.
- The Minister for Education and Skills has requested that CETB take over the lease between the Minister and Fota Business Park, Carrigtwohill which houses Carrigtwohill Community College. The lease will run from 1st June 2015 to the 31st May 2020 at a cost of €265,000 per annum, plus VAT.
- A rental agreement between Cork ETB and the Edmund Rice College Trust for the use of facilities in the Edmund Rice College for Gaelcholáiste Carraig Uí Leighin while the permanent build is being developed. The agreement is for 1 room and bathroom facilities for 10 hours for 3 days a week at €5,610 for the academic year 2018/2019.
- Correction required by C&AG due to omission of start date: A lease between Cork ETB and Carrigaline Adult Education Centre for approximately 2,000 square feet in a premises at Heron's Wood. The lease will run DES sanction date of 5th July 2017 to 4th July 2022 for five years at an annual cost of €21,500 per annum.
- A lease between Cork ETB and the Ballincollig Family Resource Centre from 01/06/2018 for 3 years to 31/05/2021 at a cost of €10,200 per annum, to house Adult and Community Education. DES sanction will be sought following Board approval to enter into the lease.
- A lease between Cork ETB and the Ballyphehane/Togher Community Development Project from 01/01/2019 for 3 years until 31/12/2021 at a cost of €3,000 per annum, to house Adult and Community Education. DES sanction will be sought following Board approval to enter into the lease.
- A lease between Cork ETB and the Farranree Family Centre from 01/01/2019 for 3 years until 31/12/2021 at a cost of €1,450 per annum, to house Adult and Community Education. DES sanction will be sought following Board approval to enter into the lease.
- A lease between Cork ETB and the Cork City Council for the use of rooms in the Ardbhaile Community Centre, Mayfield from 01/01/2019 for 3 years until 31/12/2021 at a cost of €1,313 per annum, to house Adult and Community Education. DES sanction will be sought following Board approval to enter into the lease.
- A lease between Cork ETB and the Churchfield Community Centre from 01/01/2019 for 3 years until 31/12/2021 at no charge, except utilities, to house Adult and Community Education. DES sanction will be sought following Board approval to enter into the lease.

Sealing of Documents

The Board, on the proposition of Cllr. Chris O’Leary seconded by Cllr. Kay Dawson approved the signing and sealing of a lease between Cork ETB and Mallow Community Childcare Company Limited operating out of the Mallow Community Childcare at the Mallow YR premises. The lease runs from August 2018 for the term of five years.

Section 29 Appeals for noting

- Permanent Exclusion of a student from Glanmire Community College:
 - It was the decision on the Section 29 Appeals Board not to uphold the appeal on the basis that the College did not breach fair and reasonable procedures and did correctly apply their Code of Behaviour rules in arriving at its judgement.
- Permanent Exclusion of a student from St. Colman’s Community College:
 - It was the decision on the Section 29 Appeals Board not to uphold the appeal on the basis that the College did not breach fair and reasonable procedures and did correctly apply their Code of Behaviour rules in arriving at its judgement.
- Refusal to Enrol a student to Coláiste Mhuire:
 - It was the decision on the Section 29 Appeals Board to uphold the appeal on the basis that there has been a failure by the school to correctly apply their published and lawful enrolment policy.
- Refusal to Enrol 4 students to St. Brogan’s College:
 - It was the decision on the Section 29 Appeals Board not to uphold the appeal on the basis that the college did correctly apply their published and lawful enrolment policy.
- Refusal to Enrol a student to St. Brogan’s College:
 - It was the decision on the Section 29 Appeals Board to uphold the appeal on the basis that the college breached fair and reasonable procedures in dealing with the parents

EXECUTIVE REPORT

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Mr. Ger Looney, approved the Executive report, including the Finance and Capital reports.

- **Item 3 – Active Inclusion Report** – John Fitzgibbons advised that this was a move towards improving the way CETB delivers our services for those with disabilities. Ms. Mary O’Grady referred to the teachers involved and stated that the dedication and commitment was superb and that it was great to see the commendation in the form of a report like this. Cllr. Chris O’Leary stated that this topic is very important and noted that CETB needs to analyse our infrastructure and ensure that all our centres, schools and colleges are accessible. CETB needs to look at the physical environment and ensure we

are compliant. John agreed with Cllr. O’Leary and stated that the FE buildings are trailing behind the schools in respect of this. It relates to risks and the possible exposures that CETB faces as a corporate entity.

- **Item 16 – Capital** – John Fitzgibbons advised that Minister for Education and Skills, Mr. McHugh was invited to visit Coláiste an Chraoibhín on request from the Parents Association regarding the school building. The Minister will meet with members of the BOM, staff and the parent’s association. Members of the Executive will also be in attendance and will speak to the Minister regarding the Fermoy and Midleton projects.

COMMITTEES

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Christopher O’Sullivan approved the appointment of Mr. Jonathan Hoare, as Cloyne Diocesan nominee to the BOM of Coláiste Ghobnatan following the resignation of Mr. Peadar Ó Riada.

MINUTES OF BOARDS AND COMMITTEES CONFIRMATION

The Board, on the proposition of Cllr. Chris O’Leary, seconded by Mr. Ger Looney, 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 Ms. Mary O’Grady, adopted the DES, SOLAS and General Correspondence as presented (**copies herewith**).

DATE & VENUE OF NEXT MEETING

The next meeting will take place on Thursday 21st March 2019 in the Cork Training Centre at 4.30pm.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____

Chairman

DATE: _____