

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
CORK TRAINING CENTRE, ROSSA AVENUE
23rd JUNE 2016

ATTENDANCE

<i>Cllr. Des O'Grady</i>	<i>Cllr. Chris O'Leary</i>
<i>Cllr. Michael Hegarty</i>	<i>Mr. Paudie Palmer</i>
<i>Cllr. Mary Hegarty</i>	<i>Ms. Maura Fitzgibbon</i>
<i>Cllr. Christopher O'Sullivan</i>	<i>Mr. Sean O'Sullivan</i>
<i>Cllr. Claire Cullinane</i>	<i>Ms. Louise Sheehan</i>
<i>Cllr. Gillian Coughlan</i>	<i>Mr. Declan O'Leary</i>
<i>Cllr. Tim Brosnan</i>	<i>Ms. Mary O'Grady</i>
<i>Cllr. Mary Shields</i>	

EXECUTIVE & ADMINISTRATIVE STAFF

<i>Mr. Ted Owens, CE</i>	<i>Ms. Clare Creedon (Minute Taker)</i>
<i>Mr. Martin Hallahan, PO</i>	

WELCOME

The CE welcomed members to the meeting and advised that as the Chairman is still ill and the Vice-Chairman is unavailable to attend the meeting, the Board is required to nominate an Acting Chairperson. The Board nominated Cllr. Mary Shields as Acting Chairperson.

APOLOGIES

- Apologies for inability to attend the meeting were received from Board Members, Cllr. Patrick Gerard Murphy, Cllr. Pdraig O'Sullivan, Rev. Dr. Tom Deenihan and Ms. Pear Nolan.

CONDOLENCES

- † To the family of Eithne Hammond, Co-ordinator, Cork Sports Partnership, on her death
- † To Catherine Waldoock, Assistant Staff Officer, CETB, on the death of her mother
- † To Una Carroll, APO, ESS, on the death of her mother
- † To Olivia Rahilly, Crèche worker, St. Johns Cuddles Crèche, on the death of her son

CONGRATULATIONS

- Cllr. Mary Hegarty congratulated Rev. Dr. Tom Deenihan on the Silver Jubilee of his Ordination.

MINUTES

The Board, on the proposition of Cllr. Michael Hegarty, seconded by Mr. Paudie Palmer, adopted the minutes of the previous ETB meeting held on **21st April 2016 (copies herewith)**.

Cllr. Des O’Grady referred to page 4 of the minutes and Item 4 (Community National Schools) under the CE’s report and asked for the following sentence:

- *Cllr. Des O’Grady referred to Ballincollig and stated that another Gaelscoil will not work in the area and considering the new houses planned for the Maglin area, two new primary schools may be required.*

to be replaced with:

- *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.*

CORRESPONDENCE

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Mr. Paudie Palmer, adopted the DES, ETBI, SOLAS and General Correspondence as presented (**copies herewith**).

ETBI Correspondence

The following were nominated as Delegates to the ETBI Annual Conference 2016:

- Mr. Ted Owens, CE
- Cllr. Mary Hegarty
- Cllr. Mary Shields
- Cllr. Claire Cullinane
- Ms. Maura Fitzgibbons

General Correspondence

The Board, on the proposition of Cllr. Tim Brosnan, seconded by Mr. Paudie Palmer, approved the nomination of the CE as Cork ETB nominee to Director, Cork Local Sports Partnership Ltd.

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Mr. Paudie Palmer approved the donation from CETB to the Briery Gap Theatre of €5,000.

CE’S REPORT

The Board, on the proposition of Cllr. Michael Hegarty , seconded by Mr. Sean O’Sullivan approved the adoption of the CE’s Report, incorporating the Education Report, Finance Report and the Capital Report (**copy herewith**).

- **Item 1 – Further Education Provision** – The CE provided the members with background information regarding the case CETB made to the DES in relation to creating a West Cork Centre for Education. CETB’s intention is to develop Further Education in Kinsale and Skibbereen. The students that are enrolled in Skibbereen for the 2016/2017 academic year will be students of Cork College of Commerce as Rossa

College will now be aligned with it. Once the numbers for Skibbereen have increased, the situation will be re-visited again. As no budget will be received for Skibbereen, a portion of the Cork College of Commerce budget will be allocated here. The CE advised that he visited Kinsale College of Further Education and advised the staff there that the college will not get stand-alone status and that he will align Kinsale with one of the city colleges. St. Brogan's College has neither the capacity nor interest to develop Further Education in Kinsale. The TUI have requested that the CE hold matters until after the summer break. There will be detailed discussions with the staff of Kinsale and he will outline the advantages he sees with being aligned to a city college. The CE reiterated that CETB wants to grow and develop Further Education delivered locally in county areas but needs to have proper support structures in place.

Cllr. Christopher O'Sullivan stated that he attended the last BOM of Rossa College and stated that it ended on a very positive note. Staff are happy that the college will be aligned with CCOC and the benefits that this will bring for Skibbereen. Cllr. O'Sullivan thanked the CE for be consistent. A centre like this is needed in West Cork and he urged the CE to continue with the work he is undertaking. Cllr. Mary Hegarty concurred with the above and stated that links for the future need to be built and Further Education needs to remain prevalent in West Cork. Ms. Maura Fitzgibbon also commended the CE for his support of the FE sector and for his positive outlook. However, she noted that she sees a communications gap with regards to the host college in terms of Skibbereen. There will be repercussions for CCOC staff and there is a need for discussions with them. The CE stated that the Principal of CCOC would be engaging with staff in the college. CETB has a destination but there are many steps along the way that must be worked out. Ms. Fitzgibbon also commended the CE for his positive engagement with the TUI throughout the process.

Cllr. Claire Cullinane aligned herself with previous comments and stated that she does not believe Kinsale College of Further Education should be aligned with St. Brogan's College any longer. The CE stated that the staff of Kinsale FEC were cautious of being aligned with Coláiste Stiofáin Naofa. Discussions will take place in relation to any alignment. The CE has advised the TUI that he will make a decision at the end of February 2017 as to where the college will be aligned with. Cllr. Gillian Coughlan welcomed the news in relation to Skibbereen but believes the plan for Kinsale FEC needs more thought. She has been impressed with Kinsale FEC but feels it needs secretarial support and indeed supports for the Director. Mr. Declan O'Leary asked the CE what the financial implications with regards to the above are. Will the DES

provide additional funding to keep the process in Skibbereen going. The CE stated extra funding for Skibbereen will be required. The plan is to have two sources of funding. CCOC will spend a portion of its budget on Skibbereen. Along with PLC, Skibbereen will offer Community Education, Adult Literacy and training. These strands have separate budgets and these will contribute to the running of the college. The secretary and some of the caretaking/cleaning staff will remain in place. In terms of capital funding, some of the funds received from SOLAS will filter through here.

- **Item 8 – Closure of Mannix College** – The CE noted that Mannix College will close this summer as a Post-Primary school. The facility would be developed as a Further Education and Training centre for the region.
- **Item 9 – Southern Suburbs Educate Together Second Level School** – The CE advised that a Principal has been appointed and 44 students have been enrolled in the school. The DES contacted the CE and stated that the school must open and asked for CETB's help in securing a location for the school. Their first proposal was Douglas Community School but the CE advised the DES that this was not an option. The CE did advise the DES that it may be an option to house the school in Nagle Community College on a temporary basis. He categorically stated that any agreement reached is with the DES and not Educate Together. He spoke to the Principal and the BOM and the school has accepted the proposal. The Diocese of Cork and Ross was not consulted initially and has concerns in relation to same. The DES has stated that the school will have alternative accommodation by the end of the first academic term. The CE has laid down a clear marker to the DES that he does not expect this arrangement to go beyond June 2017 and he has received assurances regarding this. Cllr. Gillian Coughlan asked the CE if funds will accrue to the BOM. The CE stated that appeals have been made to the DES for extra funding so if this appeal is successful funding can be assigned to Nagle CC.
- **Item 13 – Recruitment of new Teaching Staff** – Cllr. Claire Cullinane stated that in terms of Interview Boards she makes herself as available as possible. However, she expressed her frustration when members commit themselves to CETB schools/colleges for the day and individuals do not turn up for interviews and do not inform CETB. She stated that there can be gaps during the day or days cut short and members are not receiving the full amount of payment for this. The CE stated that as far as he was aware there is a day rate for Interview Boards but advised that he will speak to HR regarding same. Cllr. Cullinane also stated that the procedures and protocol's need to be examined. Some schools/colleges are packing in interviews and some are running as late as 9pm and this can lead to Interview Board members

credibility being questioned. The CE agreed that interviews should not be running at 9pm and although CETB has encouraged greater autonomy amongst the schools, there must be a level of standardisation also. Cllr. Cullinane stated that the training received by CETB in relation to interviewing was very good however there has not been a follow up session arranged. Members need to be brought back to give first-hand experience to CETB as to how the process is working. The CE stated he would be delighted if members would attend a feedback session in late August or early September. It was also noted that induction was not provided for all members when appointed and this matter will be addressed as soon as possible. Mr. Declan O’Leary stated that perhaps a one page document could be provided by HR/Finance advising what members are entitled to claim with regards to expenses and Interview Boards.

COMMITTEES

The following members expressed interest in sitting on the Interim Board of Management of Carrigtwohill Community College:

- Cllr. Michael Hegarty
- Cllr. Claire Cullinane

Cllr. Des O’Grady asked the CE for an update in relation to Youthreach Centres. The CE stated that the Adult Education Officer is overseeing the centres but that Regional Boards of Managements will be established after the summer period.

RESERVED ITEMS

Section 29 Appeal

The exclusion of JQ from Terence MacSwiney CC. It was the decision of the Section 29 Appeals Board to uphold the appeal on the basis that the College had not adhered to the Code of Behaviour. This was noted by the Board.

Policies for Noting/Adopting

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Mr. Sean O’Sullivan approved the revision to the Policy for the making of Protected Disclosures by Cork ETB Workers.

Resolutions

The Board, on the proposition of Cllr. Gillian Coughlan, seconded by Cllr. Mary Hegarty passed the following resolutions:

- Cork ETB passes by resolution that the absence of the Chairman, Cllr. Patrick Gerard Murphy, is due to illness and the relevant period of absence shall be extended to 12 months.

- Cork ETB passes by resolution that the Minister for Education & Skills transfers patronage of two Community National Schools, Scoil Aonghusa, Mallow and Scoil Chlíodhna, Carrigtwohill, to Cork ETB from 1st September 2016.
- Cork ETB passes by resolution a proposal of St. Killians National School to place a prefabricated building on the grounds of Bishopstown Community School.

MINUTES OF BOARDS AND COMMITTEES FOR CONFIRMATION
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The Board, on the proposition of Cllr. Tim Brosnan, seconded by Cllr. Mary Hegarty, confirmed the documents as outlined in the list submitted by the CE (**copy herewith**).

Cllr. Claire Cullinane stated that she has attended BOM meetings but the minutes do not appear to have been submitted to CETB. The CE stated that Clare Creedon will follow this matter up with the schools in September.

AOB

The CE informed the members that this would be Mr. Sean O’Sullivan’s last ETB meeting as his son has completed his post-primary education. He thanked Mr. O’Sullivan for his contribution to the Board and stated that he was very appreciative of same. He stated that if the Board was agreeable, Mr. O’Sullivan could continue his membership as an external member on the Finance Committee and as CETB nominee of the BOM’s he is currently a member of. This was agreed by all. Mr. O’Sullivan thanked the Board and the Executive for the support and advice since he became a member and stated that he looks forward to working with CETB in the future.

The CE took the opportunity to advise members that this meeting would be Mr. Martin Hallahan’s last ETB meeting following over 42 years’ service to Co. Cork VEC and CETB. He wished him well in his retirement and stated that Martin is a model public servant and he is a calibre of person that will be sorely missed in CETB. He has been of tremendous help to the CE since his appointment in 2013 and he knows he will be a huge loss to CETB. He advised members that there will be another opportunity to recognise Martin’s contribution to CCVEC, CETB, and indeed education in Cork later in the year.

DATE & VENUE OF NEXT MEETING

The next meeting will take place on Thursday 15th September 2016 at 4.00pm in the Cork Training Centre, Rossa Avenue.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____