

<b>MINUTES OF PROCEEDINGS AT A MEETING OF THE</b>
<b>CORK EDUCATION AND TRAINING BOARD</b>
<b>CORK TRAINING CENTRE, ROSSA AVENUE</b>
<b>18<sup>th</sup> MAY 2017</b>

<b>ATTENDANCE</b>
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<i>Cllr. Des O’Grady</i>	<i>Cllr. Mary Shields</i>
<i>Cllr. Kay Dawson</i>	<i>Mr. Paudie Palmer</i>
<i>Cllr. Mary Hegarty</i>	<i>Mr. Ger Looney</i>
<i>Cllr. Tim Brosnan</i>	<i>Ms. Mary O’Grady</i>
<i>Cllr. Christopher O’Sullivan</i>	<i>Ms. Maura Fitzgibbon</i>
<i>Cllr. Kevin Conway</i>	<i>Ms. Louise Sheehan</i>
<i>Cllr. Chris O’Leary</i>	<i>Mr. Rob Bateman</i>
<i>Cllr. P.J. Hourican</i>	<i>Mr. Declan O’Leary</i>

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

<b>WELCOME</b>
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Mr. John Fitzgibbons welcomed members to the meeting and advised that the CE had to attend a meeting in Dublin regarding the purchase of the land in Carrigtwohill for the new Community College, the Community National School and the new catholic primary school. Mr. Fitzgibbons also advised that apologies were received from the Chairman and the Vice-Chairman so an Acting Chairperson would need to be elected. On the proposition of Mr. Paudie Palmer, seconded by Cllr. Des O’Grady Cllr. Mary Hegarty was elected as Acting Chairperson.

<b>APOLOGIES</b>
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- Apologies for inability to attend the meeting were received from Board Members, Cllr. Patrick Gerard Murphy and Cllr. Pdraig O’Sullivan.

<b>CONDOLENCES</b>
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- † To Trish Lynam, Principal, McEgan College, on the death of her father.
- † To Christine Flaherty, Assistant Staff Office, IT Department, on the death of her father.

<b>MINUTES</b>
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The Board, on the proposition of Cllr. Chris O’Leary, seconded by Cllr. Kevin Conway, adopted the minutes of the previous ETB meeting held on **9<sup>th</sup> March 2017 (copy herewith)**.

<b>CORRESPONDENCE</b>
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The Board, on the proposition of Cllr. Chris O’Leary, seconded by Cllr. Mary Hegarty, adopted the DES, ETBI, SOLAS and General Correspondence as presented (**copies herewith**).

### DES Correspondence

- **04.05.2017 – Governing Body of CIT student representatives** – The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Chris O’Leary approved the appointment of Ms. Stephanie Kelly and Mr. Sam Dawson as student representatives.
- **Office of the Inspectorate** – Cllr. Des O’Grady referred to subject inspections been carried out at this time of the year and stated that they are highly disruptive at this time of the year with schools preparing for state exams and the end of the academic year. Mr. Pat McKelvey stated that inspections, both subject and WSE-MLL, tend to cease two to three weeks before the end of the term. The Inspectorate need to see the real story of what happens in schools. He advised that when subject inspections are carried out in May, the Inspectors do not carry them out in exam classes. Mr. McKelvey asked members to have any Principals that have concerns regarding these to contact him.

### ETBI Correspondence

- **10.04.2017 – ETBI Annual Conference** – The Board approved the following to attend the conference, with the CE and the Directors, should they wish to attend:
  - Ms. Maura Fitzgibbon
  - Cllr. Mary Shields
  - Cllr. Mary Hegarty

### SOLAS Correspondence

- **25.04.2017 – 2017 FET and Capital Allocation** – Mr. Fitzgibbons advised members that the allocation covers all FET provision for 2017, apart from salary costs pertaining to PLC. Cllr. Chris O’Leary queried as to what proportion did CETB get, in comparison to other ETB’s Cork being one of the largest counties and the geographic spread should be taken into consideration. Mr. Fitzgibbons stated that he did not have exact figures but CETB gets the 3<sup>rd</sup> largest portion and that all ETB allocations are available in the SOLAS Annual Plan, published on their website. He stated that recognition for the geographic spread is low.

### General Correspondence

- **12.04.2017 – Department of Children and Youth Affairs** – Mr. Declan O’Leary referred to the approval for a second Youth Officer to be appointed and asked at what stage of the recruitment process is this at. Mr. Fitzgibbons advised that the job description has been finalised and it is expected to have the position advertised by the end of the month.
- **12.04.2017 – Local Youth Club Grant Scheme** – Mr. Declan O’Leary referred to the LYCGS and the change to the application form. He wanted it noted that he was concerned with regards to the introduction of a 32 page application form for a scheme that allocates low sums of monies to organisations.

- **12.04.2017 – Service Level Agreement** – Mr. Declan O’Leary advised members that there was no engagement with the Youth Sector in the development of the SLA. He stated that he also has concerns with regards to the documentation expected in relation to stakeholders. Cllr. Chris O’Leary stated that he shared these concerns and also had concerns in relation to the development of one single targeted youth funding scheme to replace the existing ones. Mr. Fitzgibbons stated that CETB is not aware of the new format for funding as of yet but will advise members when details have been distributed. CETB will keep a watchful eye over this matter.

#### **RESERVED ITEMS**

- The Board, on the proposition of Cllr. Chris O’Sullivan, seconded by Cllr. Des O’Grady, approved the appointment of Mr. Rob Bateman, as Male Parent Nominee, from the NPAETBs.
- The Board, on the recommendation of the Audit Committee approved the Statement of Internal Controls and the Report on Activities from the Audit Committee. This was proposed by Cllr. Chris O’Leary and seconded by Mr. Paudie Palmer.
- The Board, on the proposition of Mr. Paudie Palmer, seconded by Cllr. Mary Shields, approved the nomination of the CE as CETB nominee to the Board of Directors of the Cork Sports Partnership.
- The Board, on the proposition of Cllr. Mary Hegarty, seconded by Mr. Paudie Palmer, approved the land exchange between Mallow FEC and Dairygold Co-Op Society Ltd, as presented.
- The Board, on the proposition of Mr. Paudie Palmer, seconded by Cllr. Chris O’Leary approved the recommendation of the Appeals Board, in relation to the permanent expulsion of a student from McEgan College.

#### **EXECUTIVE REPORT**

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Padraig O’Sullivan approved the adoption of the Executive Report, incorporating the Education Report, Finance Report and the Capital Report (**copy herewith**).

- **Item 1 – Teacher Allocation** – Mr. Fitzgibbons advised members that there is a significant amount of recruitment taking place at the moment. This leads to a huge volume of work for the HR Department and pressure in terms of setting up selection boards. The availability of members is beginning to create issues so he appealed to members to make themselves as available as possible in terms of selection boards. CETB is aware of work and other commitments for members so this will be taken into consideration when scheduling interviews. Cllr. Chris O’Leary stated that he thinks it would be worthwhile for the HR department to contact members with a view to assessing their availability over the coming weeks. He stated that he is more than willing to facilitate CETB but that he has to have advanced notice. Ms. Suzanne Mullins stated that she will advise schools and HR of this

suggestion and also appeal to them to work around Board members availability where at all possible. Cllr. Des O'Grady asked if when a position is being advertised, where a teacher is in the position, is this advertised as a position with a sitting candidate. Mr. Fitzgibbons advised that CETB is not allowed to make any reference to a sitting candidate in the advertisement process.

- **Item 5 – Community National Schools** – Mr. Declan O'Leary referred to CETB being asked by the DES to identify areas in Cork which it may survey pre-school parents on their views of school patronage and asked for clarification with regards to what roll CETB will have. Ms. Suzanne Mullins stated that the DES gave a presentation last week in relation to same. There appeared to be more questions than answers. There is a concern with regards to reputational damage that could possibly accrue from being surveyors of parents and then becoming competitors for the patronage of the school in question. The DES took all queries on board and advised that whatever the approach will be, it will be a common one between ETBs. No guidelines have been drawn up yet and this project will take approximately two to three years. Mr. O'Leary questioned if CETB had a competency in this area and what are the challenges and threats to the ETB. Mr. Fitzgibbons stated that there are many issues that need to be considered but under the ETB Act 2013, ETBs have a roll in this area. Cllr. Kevin Conway stated that there will be a perception for competitors that there is a conflict of interest being involved in both phase one of surveyor for parents views and phase two of competing for the school. Mr. Fitzgibbons stated that this will very much be the case and that there are many issues that will need to be teased out. Mr. Rob Bateman stated that CETB should be aggressively involved in the process and he is extremely supportive of ETBs being involved in the Primary sector.
- **Item 10 – Additional Apprenticeship Delivery** – Cllr. Christopher O'Sullivan referred to the shortage of Chefs and noted that this is a huge crisis facing West Cork. He stated that the facilities in West Cork are excellent but the resources in culinary courses need to be increase. Mr. Fitzgibbons agreed that yes, this is a major issue currently. He is hopeful that the Commis Chef apprenticeship is validated by QQI and CETB has provided significant support to get the apprenticeship ready for submission.

### **Capital Report**

- Cllr. Des O'Grady queried the delay in relation to the building at Coláiste an Chraoibhín. Mr. Fitzgibbons advised that yes there was a delay but the CE is working with the APO in the Capital Unit to ensure the building would be completed as per the schedule. He advised that he will get an update from the Capital Unit for Cllr. O'Grady. Cllr. O'Grady also asked for an update in relation to the prefabs that are on site in Davis College. Mr. Fitzgibbons stated that the delay related to the Section 5 being sought. That has been received and the prefabs are exempt for planning. With regards to costs, CETB have been paying rental costs. Again, Mr. Fitzgibbons will get an update from the Capital

Unit for him. Cllr. O'Grady also referred to the ASD Unit in McEgan College and noted that this was raised at a recent BOM meeting. He queried as to whether there was conditions attached to the planning. Parents are hopeful to have students in the unit this September. Mr. Fitzgibbons will get an update for Cllr. O'Grady.

## COMMITTEES

The Board, on the proposition of Cllr. Chris O'Leary, seconded by Cllr. Des O'Grady approved the following:

- Following the resignation of Fr. Michael Fitzgerald, the Diocese of Cloyne nominee on the BOM of Coláiste Mhuire, the Diocese have nominated V. Reg. Eugene Baker as the replacement for Fr. Fitzgerald.
- St. Peter's Community Schools Board of Management's term of office is due to expire on 31<sup>st</sup> July 2017. Three nominees are requested from CETB. The following are the proposed nominees:
  - Cllr. Michael Murphy
  - Mr. John Bresnihan
  - Mr. Seán Slowey
- Douglas Community Schools Board of Management's term of office is due to expire on 31<sup>st</sup> July 2017. Three nominees are requested from CETB. The following are the proposed nominees:
  - Cllr. P.J. Hourican
  - Cllr. Chris O'Leary
  - Ms. Mary Scriven
- The following nominees have been appointed to the BOM of Scoil Chlíodhna, C.N.S.,
  - Parent Nominees:
    - Maria McGrath
    - Steven Rice
  - Teacher Nominees:
    - Teresa Coughlan
    - Fiona Mooney
- The following nominees have been appointed to the BOM of Scoil Aonghusa, C.N.S.,
  - Parent Nominees:
    - Julie McNamara
    - Sean Cahill
  - Teacher Nominees:
    - Kealan Buckley
    - Nora O'Sullivan
- The ETBI Reserve Members Forum CETB nominee's term of office will cease in September 2017. The current nominee is Cllr. Patrick Gerard Murphy. It is proposed that

Cllr. Murphy is re-nominated to this forum for the term of 2 years, to the end of the Board term of office.

- The Board of Management of Mallow College of Further Education has proposed the following nominees, as co-opted members:
  - Frank Heffernan
  - Ann Kennally
- Following the resignation of the Parent's nominee to the BOM of McEgan College, Ms. Julia Coakley, Ms. Ann Galvin is the replacement Parents nominee.

<b>MINUTES OF BOARDS AND COMMITTEES CONFIRMATION</b>
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The Board, on the proposition of Cllr. Chris O'Leary, seconded by Cllr. Des O'Grady, confirmed the documents as outlined in the list submitted by the CE (**copy herewith**).

<b>AOB</b>
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Cllr. Chris O'Leary, as Board of Management member of Nagle Community College, raised the serious concerns the BOM has with regards the Educate Together school being housed currently in Nagle Community College. Assurances were given, by CETB, that the school would vacate Nagle Community College at the end of the current academic year. The Educate Together school have increased the amount of classes for the 17/18 academic year without consultation with Nagle Community College. The BOM feel that the school has been taken advantage of by Educate Together. Mr. John Fitzgibbons read a briefing note from the CE to the members which outlined events to date. In recent weeks, the CE sought confirmation from the DES that Educate Together would vacate the premises. CETB is now aware that Educate Together has not submitted the necessary planning application for the new school to Cork City Council. CETB has informed Educate Together of its disappointment and anger that it was not informed of the situation earlier. Educate Together maintain that they were of the opinion that the DES made CETB aware of the situation. Cllr. O'Leary stated that the BOM will be writing to the CE insisting on the strictest terms and conditions. Cllr. Des O'Grady stated that whatever Nagle Community College decide to do then CETB should be fully supportive of that decision.

**THIS CONCLUDED THE BUSINESS OF THE MEETING**

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

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