

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
CORK TRAINING CENTRE, ROSSA AVENUE
16th NOVEMBER 2017

ATTENDANCE

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

EXECUTIVE & ADMINISTRATIVE STAFF

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

WELCOME

The CE welcomed members to the final meeting of 2017.

APOLOGIES

➤ Apologies for inability to attend the meeting were received from Board Members, Cllr. Gillian Coughlan, Cllr. Chris O'Leary, Cllr. Laura McGonigle and Ms. Pearl Nolan.

CONDOLENCES

‡ To the family of William Murphy, former Principal of Coláiste Chairbre, on his death.

MINUTES

The Board, on the proposition of Cllr. Kevin Conway, seconded by Cllr. Kay Dawson, adopted the minutes of the previous ETB meeting held on **14th September 2017 (copy herewith)**.

The Board, on the proposition of Cllr. Mary Shields, seconded by Ms. Mary O'Grady, adopted the notes from the Board Review meeting that took place in September 2017. The Executive was advised to proceed as outlined in the notes, with one amendment to the document under the section on *Conduct of Meetings* – members will agree to put their phones on silent as opposed to turning them off entirely.

RESERVED ITEMS

Leases/Licences

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Mary Shields, approved the leases/licences as follows:

- Lease to Castletownbere Community Playgroup and Day Nursery Limited for a crèche. This dates back to Co. Cork VEC. The original Trustees have passed away and the following are the new Trustees: Mr. Ted Owens, Cllr. Patrick Gerard Murphy, Sr. Miriam Kerrisk and Sr. Nora Flynn. A Trustee nomination form must be completed and signed by the new Trustees.
- 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 from the date of signing for five year at an annual cost of €21,500 per annum.
- A lease between Cork ETB and John Desmond for a premises at Weir Street, Bandon to house our Adult Learning Centre. The lease will run from October 2017 for 5 years. The cost to be €33,600.00 + VAT per annum. This is to replace an existing lease we are exiting.

Policies/Reports

The Board, on the proposition of Mr. Paudie Palmer, seconded by Mr. Ger Looney, approved the Cork ETB Strategy Statement 2017-2021, as presented.

Suzanne Mullins advised that there was an extensive consultation process in relation to the Strategy Statement. She advised that a number of stakeholders reverted to CETB stating that the Strategy Statement was well written and wished CETB the best with the implementation of same.

The CE advised that he was aware that members had been contacted with regards to Coláiste Daibhéid and the lack of a sports hall in the college. He stated that he was also aware that a number of the on-line survey responses related to the issue also. He advised members that CETB is hoping to renovate the St. John's College Church Building and that in time he would be hopeful that a floor of this building might be used as a sports hall.

Mr. Declan O'Leary stated that while he did not take the opportunity to respond to the on-line survey or other forms, Youth Services did not appear to be mentioned in the Strategy Statement. The CE advised that it is mentioned in the narrative but it is not mentioned specifically in the actions and priorities. It was agreed that a direct reference to CETB's engagement with the DCYA would be included in the actions and priorities of Section 3, *Our Services*.

EXECUTIVE REPORT

The Board, on the proposition of Cllr. Pdraig O'Sullivan, seconded by Cllr. Christopher O'Sullivan approved the adoption of the Executive Report, incorporating the Finance Report and the Capital Report (**copy herewith**).

- **Item 8 PLC Enrolments** – Members queried as to whether all colleges enrolments have decreased compared to 2016. John Fitzgibbons advised that overall, the college enrolments had decreased and that CETB is currently trying to ascertain the reasons for

same. He stated that CIT and UCC have decreased their entry points for many courses so more students are attending there instead. He noted that the challenge here is that students are then dropping out of CIT or UCC as they are not coping within the courses. He stated that it is important to identify why students are dropping out of college and that it would be important to ensure that these students remain in either education or training. Ms. Mary O'Grady stated that in UCC it is apparent that students are struggling academically from day one and that in some cases this affects their mental health.

Cllr. Christopher O'Sullivan stated that he would be interested in seeing statistics that compare students who complete a PLC course and then continue to CIT or UCC and those who enter CIT or UCC straight from post-primary level. The comparison of dropout rates he stated would be interesting. The CE advised that CETB is currently trying to compile data of this nature. John Fitzgibbons stated that CETB is currently devising a marketing plan for its FE colleges. He also stated that all CETB Guidance Counsellors have been invited to an information session before Christmas about opportunities for students in Further Education and Training.

- **Item 21 Capital Buildings** – Cllr. Pdraig O'Sullivan referred to the temporary building that Coláiste an Chraoibhín are currently occupying and stated that the TY Co-Ordinator sent a letter to head office in relation to some concerns he had regarding the building. Mr. Pat McKelvey stated that he was aware of the correspondence and that he will be in contact with the BOM regarding same. The CE referred to the extension project at Coláiste an Chraoibhín and provided members with an update.

Cllr. Christopher O'Sullivan asked for an update in relation to the project at Clonakilty Community College. The CE advised that CETB expect the building contract to be awarded by the end of March.

Mr. Declan O'Leary asked for an update in relation to the site for Scoil Chliodhna. The CE advised that an announcement regarding the site for the three school campus is imminent.

COMMITTEES

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

- The Board of Management of Douglas Community Schools new term of office commenced on 1st August 2017. The following are the nominees to the new BOM, for approval:
 - Mr. Paul Deasy Parent Nominee
 - Ms. Kathleen O'Toole Parent Nominee

- Mr. Cian O'Mahony Teacher Nominee
 - Mr. Gerard McNamara Teacher Nominee
 - Ms. Jane McCarthy Bishop Nominee
 - Ms. Eileen Barry Bishop Nominee
 - Mr. Colm O'Brien Bishop Nominee
 - Ms. Mary Scriven CETB Nominee
 - Cllr. PJ Hourican CETB Nominee
 - Cllr. Chris O'Leary CETB Nominee
- Following the resignation of Ms. Gillian Keating, a replacement nominee is sought to sit on the BOM of Coláiste Éist Linn. The Board agreed that the CE could seek an nominee for this BOM.
- Following the resignation of Ms. Aileen Maguire, Parent Nominee to the BOM of Schull Community College, the replacement nominee is Ms. Carmel O'Regan, following Board approval.
- Millstreet Community School's Board of Management's term of office has expired. Three nominees are requested from Cork ETB. The following are proposed nominees:
- Canon G Salter
 - Mr. Tom Hughes
 - Mrs. Marie Murphy
- Following the resignation of Cllr. Tim Brosnan, nominees are sought for the following BOM's:
- St. Aidan's Community College
 - Cork College of Commerce – Cllr. Kevin Conway will replace Cllr. Brosnan on this BOM
 - St. John's College
 - Cork ETB School of Music
 - Cork ETB Youth Committee

It was agreed that the CE would seek nominees from external individuals to fill the above BOM's.

The CE took this opportunity to publicly thank Cllr. Brosnan for his expertise and contribution to education throughout his tenure on the VEC and the ETB. It was agreed that a letter would be sent to him.

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

CORRESPONDENCE

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

ETBI

- **01.11.2017** – Mr. Declan O’Leary referred to the draft guidelines on the use of school buildings and asked for further information. He stated that if a school is willing to open its doors to the community then there should not be any bureaucracy. The CE advised that it is CETB policy that school buildings be available for community use but guidelines and safeguards are needed when state assets are being made accessible for public use.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____