

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
CORK TRAINING CENTRE, ROSSA AVENUE
18TH APRIL 2019

ATTENDANCE

<i>Cllr. Kay Dawson</i>	<i>Cllr. Mary Shields</i>
<i>Cllr. Mary Hegarty</i>	<i>Mr. Declan O'Leary</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. Padraig O'Sullivan</i>	<i>Ms. Mary O'Grady</i>
<i>Cllr. Chris O'Leary</i>	

EXECUTIVE & ADMINISTRATIVE STAFF

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

WELCOME

The Chairman welcomed members to the final meeting of the Board, before the local elections take place in May.

APOLOGIES

- Apologies for inability to attend the meeting were received from Board Members, Cllr. Eoghan Jeffers, Cllr. Christopher O'Sullivan, Cllr. Kevin Conway, Cllr. Gillian Coughlan, Cllr. Sean Martin, Mr. Paudie Palmer, Ms. Maura Fitzgibbon, Mr. Ger Looney, Mr. Denis Kirby, Ms. Pearl Nolan.

CONDOLENCES

- † To James Harrington, staff member in Glanmire Community College, on the death of his daughter
- † To Sinead Kiely, staff member in Glanmire Community College, on the death of her mother
- † To Grace O'Brien, staff member in College of Commerce, on the death of her father
- † To Helen Carey, staff member in College of Commerce, on the death of her father
- † To Danielle Lynch, staff member in St. Colman's Community College, on the death of her mother
- † To the family of Elma Twomey, Deputy Principal Carrignafoy Community College, on her death
- † To Mari Burke and Elaine Sexton, staff members in Maria Immaculata Community

College on the death of their sister-in-law

† To Patrick Oreskovic, 5th year student in Nagle Community College on the death of his father

† To Cllr. Eoghan Jeffers, and family, on the death of his mother.

The Acting CE referred to Ms. Elma Twomey in particular and stated that the community of Cork ETB was deeply saddened by her sudden death. Ms. Twomey was a fantastic person who dedicated so much of her life to teaching. She began her career in Glanmire Community College, then moved to St. Fanahan's College before finally moving to Carrignafof Community College. Cllr. Kay Dawson concurred with the CE's sentiments.

MINUTES

The Board, on the proposition of Cllr. Kay Dawson, seconded by Cllr. Chris O'Leary, adopted the minutes of the previous ETB meeting held on **28th March 2019 (copy herewith)**.

RESERVED ITEMS

As only ten members were present, Cllr. Sean Martin and Cllr. Gillian Coughlan were contacted and phoned in to the meeting, to ensure a quorum of twelve members were present.

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Chris O'Leary, adopted the Cork ETB Annual Report 2018.

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Chris O'Leary, adopted the Chairman's Report to the Minister for year ending 31/12/2018.

The Board, on the proposition of Cllr. Chris O'Leary, seconded by Cllr. Declan O'Leary, adopted the Code of Practice for the Governance of ETB's 2019.

The Acting CE gave a brief presentation to the Board members on an overview of the Code of Practice for the Governance of ETB's 2019. The presentation emphasised the importance of good governance, the DES governance framework, the implementation of the new Code and how the DES and ETB will support good governance.

The Board noted the ETB Anti-Fraud and Corruption Policy, as presented.

EXECUTIVE REPORT

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

- **Item 3 – Meeting with DES Building Unit** – The Acting CE stated that this meeting was a positive one. Sheila Quill advised that the contractors are on site in Coláiste an Chraoibhín which is very good news. She referred to the Davis College project and advised that a solution is being worked on with regards to the soil issues. The DES is happy with how this issue is progressing to date. Sheila Quill advised that St. Colman’s Community College project is progressing also.
- **Item 10 – ETB Anti-Fraud and Corruption Policy** - Suzanne Mullins advised that this is a very robust policy. CETB will implement the policy and review it in approximately 2 years’ time. The Acting CE referred to the issue identified that raised concerns in a school that CETB believed needed to be examined in detail. The Executive sought legal advice and they agreed that CETB’s concerns were founded and an investigation is now underway. No action has been taken against any individual. Suzanne Mullins advised that as part of the policy, it is necessary to notify the Gardaí and they have advised that they will not be taking any further action at this time, pending the investigation outcome. CETB has asked school management to be sensitive with regards to the issues. Suzanne Mullins stated that the IAU has been engaging by the Chairman of the Audit Committee. The recommendations will go to the Audit Committee and the Executive will then receive recommendations from the Audit Committee. Mr. Declan O’Leary and Cllr. Chris O’Leary confirmed that the Audit Committee have been made fully aware of all issues.

MINUTES OF BOARDS AND COMMITTEES CONFIRMATION

The Board, on the proposition of Cllr. Chris O’Leary , seconded by Cllr. Pdraig O’Sullivan, confirmed the documents as outlined in the list submitted by the CE (**copy herewith**).

CORRESPONDENCE

The Board, on the proposition of Cllr. Pdraig O’Sullivan, seconded by Cllr. Kay Dawson, adopted the DES, SOLAS and General Correspondence as presented (**copies herewith**).

- 20.03.2019 - The Acting CE referred to this letter and provided a background in relation to the reporting on the CPOR. The guidelines are very clear in terms of what is expected. As a consequence of this, the Acting CE has written to all BoM’s and Principals instructing them to report in this manner and comply with the reporting arrangements.

AOB

The Acting CE sincerely thanked all members for their contribution and commitment to the ETB. They have been an effective and efficient Board. He stated that he personally has

valued the support members have given over the past five years and in particular over the past few months, since he became Acting CE.

The Chairman thanked members for the support he received from the and the Executive during his term as Chairman of the ETB. He thanked the Acting CE for his role over the past number of months and stated that he has been a loyal servant to the ETB for many years. The Chairman also thanked the Directors and Clare Creedon for their commitment to the Board members and the ETB in general.

Cllr. Mary Hegarty reiterated the Chairs sentiments. She acknowledged the work of everyone around the table. There is great work being done in the schools and colleges. She wished all colleagues around the table the very best of luck in the upcoming election. Cllr. Chris O’Leary stated that it has been a great journey and there is huge dedication and commitment to being a member. Cllr. Mary Shields agreed with Cllr. Hegarty’s sentiments and thanked all members for their professional courteous over the past five years.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____