

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
CORK TRAINING CENTRE, ROSSA AVENUE
27th FEBRUARY 2020

ATTENDANCE

<i>Cllr. Karen Coakley</i>	<i>Ms. Maura Fitzgibbon</i>
<i>Cllr. Kay Dawson</i>	<i>Mr. Patrick O'Dwyer</i>
<i>Cllr. Noel McCarthy</i>	<i>Ms. Maria McGrath</i>
<i>Cllr. Patrick Gerard Murphy</i>	<i>Mr. Rob Bateman</i>
<i>Cllr. James Kennedy</i>	<i>Mr. Liam Ahern</i>
<i>Cllr. Sean Martin</i>	<i>Mrs. Mary Hegarty</i>
<i>Cllr. Mary Rose Desmond</i>	<i>Ms. Ann Pigott</i>
<i>Cllr. Derry Canty</i>	<i>Mr. Denis Kirby</i>
<i>Cllr. Colette Finn</i>	<i>Mr. Declan O'Leary</i>

EXECUTIVE & ADMINISTRATIVE STAFF

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

WELCOME

The Chairman welcomed all members to the first meeting of 2020. He welcomed the BTYSE Young Scientists winners and representatives from their schools to the meeting. The following were present:

Coláiste Treasa

Ava Hynes – Runner Up Individual

Ms. Veronica Walsh, Deputy Principal and Ms. Joanne Corkery, teacher

Mr. Pat McKelvey advised that Ava's project was *A statistical analysis of the impact of adolescent smartphone use on adolescent social anxiety and social isolation.*

Coláiste Choilm details

Cormac Harris and Alan O'Sullivan – BT Young Scientists & Technologists 2020

Ms. Michelle Sliney, Principal and Ms. Karina Lyne, teacher.

Mr. Pat McKelvey advised that Cormac and Alan's project was "A statistical investigation into the prevalence of gender stereotyping in 5-7 year olds and the development of an initiative to combat gender bias". The aim of Cormac and Alan's project was to determine how early gender stereotyping can be identified. They conducted workshops with 376 5-7 year olds from a range of school settings with a number of different tasks including: choosing between gender-specific and gender-neutral toys; drawing and naming an engineer, and; rating male and female competency at a number of gender-specific roles. One of the most

striking findings emerging from the research was that 96% of boys drew a male engineer while just over 50% of girls.

He stated that it he was delighted to have the students present at today's meeting so that the Board could honour their achievements by presenting them with a medal.

CONDOLENCES

† To Redmond Jennings, Deputy Principal St. John's College on the death of his wife.

MINUTES

The Board, on the proposition of Mrs. Mary Hegarty, seconded by Cllr. Derry Canty, adopted the minutes of the previous ETB meetings held on **28th November 2019 (copies herewith)**.

DECLARATIONS OF INTEREST (IF ANY)

There were no potential conflicts of interests declared.

RESERVED ITEMS

Approval to enter into a lease/licence:

- Extension to the lease between Cork ETB and Macroom Environmental Industrial Park for Units 2 & 4 01/07/2019 to 30/06/2021 at a cost of €14,400 plus VAT per month, plus utilities. DES approval has been received.
- Extension to a licence between Cork ETB and Educate Together for the provision of temporary accommodation at Lios na nÓg Creche, CSN College for the 2020/2021 academic year at a charge of €180.00 per month

Sealing of Documents:

- A lease between Cork ETB and Aine Collins for a premises in Main Street, Mitchelstown for 10 years at a cost of 14,400 per annum. DES approval has been received.
- A licence between Cork ETB and the Cloyne Union of Parishes, Diocese of Cork, Cloyne and Ross for the provisions of classrooms at St. John the Baptist Parish Hall, Midleton, for 2020 at a fee of €5,000 for the purposes of further education.
- A Deed of Variation to the lease for Morrisons House, which houses Cork College of Commerce, to discharge the yearly rent for 2020 to allow the Landlord to carryout urgent and necessary roof works to the building.
- A Deed of Assignment between the DES and the new trustees of Castletownbere Community School (as all original trustees have passed away). The trustees must be approved by the DES.

The Board, on the proposition of Mr. Patrick O'Dwyer, seconded by Mr. Denis Kirby, approved the above, as presented.

Section 29 Appeals for noting:

- Head Office heard 66 Section 29 Appeal Hearings in relation to refusal to enrol. The details are as follows:
 - Coláiste Choilm – 4 Hearings, all not upheld
 - Carrigtwohill Community College – 12 Hearings, all not upheld
 - Glanmire Community College – 5 Hearings, all not upheld
 - St. Colman’s Community College – 19 Hearings, 18 not upheld, 1 referred back to the BoM for further consideration
 - St. Brogan’s College – 26 Hearings, 25 not upheld, 1 referred back to the BoM for further consideration

Appointment of Chairperson of Audit and Finance Committees:

It is the function of the Board to nominate the Chairperson to both the Audit and Finance Committees, as per the Code of Governance.

- Audit Committee Members eligible for the position of Chairperson
 - Tim Healy
 - Jamie O’Leary
 - Tom Rigney
- Finance Committee Members eligible for the position of Chairperson
 - Jamie O’Leary
 - Sean O’Sullivan
 - Desmond Daly
 - Kieron Hannon
 - Cllr. Mary Hegarty
 - Cllr. Kay Dawson

The Board, on the proposition of Mrs. Mary Hegarty, seconded by Mr. Denis Kirby, approved the re-appointment of Mr. Tim Healy as Chair of the Audit Committee and Mr. Jamie O’Leary as Chair of the Finance Committee.

For Approval:

- Cork ETB Service Plan 2020, on the recommendation of the Finance Committee
- The CE is seeking approval from the Board to request Ministerial approval to obtain overdraft facilities, should they be required. The CE is not expecting to need to avail of the facility but feels it would be prudent to have the option if required.

- Approval is required for an Account Supplemental Mandate bank form with AIB. List of the proposed signatories is hereunder:
 - Denis Leamy, CE
 - Sheila Quill, Director OSD
 - Suzanne Mullins, Director OSD
 - Mary O’Leary, APO Finance
 - Henry Creedon, APO Finance
 - Mark Dineen, APO Finance (Acting)
 - Lynn Lucas, Administration Officer, Finance
 - Susan Long, Administration Officer, Finance
 - Mary O’Mahony, Administration Officer, Capital & Procurement
 - Anne-Marie O’Keeffe, Assistant Manager, Cork Training Centre

The Board, on the proposition of Mrs. Mary Hegarty, seconded by Cllr. Noel McCarthy, approved the above items as presented.

For Noting:

- Protected Disclosures Annual Report 2019 – The report reflects that there was one Disclosure of alleged wrongdoing, but it was concluded that this was not a “protected disclosure” and would be more appropriately dealt with through other procedures. Consequently, no action was required to be taken by CETB in relation to Protected Disclosures.
- Corporate Procurement Plan 2020-2021.

Transfer of Lands:

- Approval is sought to transfer a portion of land which is presently in the occupation of Coláiste Fionnchua from the landowner to Cork ETB. The landowner has consented to the formal transfer of this portion of the Folio in consideration of the school discharging all such reasonable costs and outlays that would be associated with this transfer. Ministerial approval will be sought following Board approval.

The Board, on the proposition of Cllr. Kay Dawson, seconded by Cllr. Sean Martin, approved the transfer of lands, as presented above.

EXECUTIVE REPORT

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

- **Item 7 –Méihuá Cup Competition** – Mr. Pat McKelvey advised members that he had met with the DES recently with regards to a number of CETB schools putting Chinese

of their curriculum. He stated that CETB is looking to build capacity for the teaching of Chinese in our schools.

- **Item 18 – Capital Buildings** – The CE gave members an update in relation to the issues regarding enrolment in East Cork schools. He stated that CETB is working with the DES to see what, if any, number of extra places can be offered to students on the waiting lists. The CE gave an assurance to the Board that he will continue to work with the DES and the schools in East Cork to put a medium-term plan in place. The CE acknowledged that this is a very difficult situation for schools and parents.
- **Item 19 – PLC Funding transfer from DES to SOLAS** – John Fitzgibbons advised members that the pay element has transferred from January 2020. He stated that it will be complicated in our schools where there is dual provision. He noted that work is ongoing between ETB's and SOLAS.
- **Item 21 – Inaugural Statutory Review** – John Fitzgibbons advised that it is a statutory responsibility of QQI to undertake a review of quality assurance procedures in ETBs. He advised members that an independent panel will visit CETB in September and meet with various groups across our services. He stated that it will be most likely that one of these engagements will be with the Board. Further documentation in relation to the process will be provided to Board members at the next meeting. He advised that the fee CETB will be charged for this review is €55,000.
- **Item 23 – FET Strategy 2020-2024** – John Fitzgibbons advised that this is a very welcome Strategy and that it is near finalisation and ready to be launched in March 2020. He stated that when SOLAS launch same he intends to hold something at local level to launch the Strategy also.
- **Item 24 – Youth Services UBU** – Cllr. Kay Dawson referred to project's ad asked how CET are evaluating the projects that are on the ground at the moment as she believes there is a need for evaluation. John Fitzgibbons advise that under the new reform monitoring and review will be very much to the fore.

COMMITTEES

The Board, on the proposition of Cllr. Derry Canty, seconded by Cllr. Sean Martin approved the appointments of the nominees presented to the Board for all CETB schools, colleges and centres and all Community and Comprehensive Schools under the co-patronage of Cork ETB.

MINUTES OF BOARDS AND COMMITTEES CONFIRMATION

The Board, on the proposition of Cllr. Derry Canty, seconded by Cllr. Sean Martin, confirmed the documents as outlined in the list submitted (**copy herewith**).

CORRESPONDENCE

The Board, on the proposition of Cllr. Kay Dawson, seconded by Mr. Liam Ahern, adopted the DES, ETBI, General and SOLAS Correspondence as presented (**copies herewith**).

AOB

Ms. Ann Pigott referred to career breaks and that she has heard from different Boards that career breaks are being refused. The CE stated that CETB tries to accommodate people in every circumstance possible, but the needs of the school, learner and ETB have to be considered which unfortunately means that there have been occasions where CETB cannot accede to the request. He stated that it is in the main down to the shortage of teachers available to the ETB.

The CE asked members if there were any aspect of CETB services that they would benefit from receiving a brief presentation on over the coming meetings? Members agreed that a presentation on Youthreach and the CNS model would be extremely beneficial to them.

DATE & VENUE OF NEXT MEETING

The next meeting will take place on March 26th, 2020 in the Cork Training Centre at 5.30pm.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____