

<b>MINUTES OF PROCEEDINGS AT A MEETING OF THE</b>
<b>CORK EDUCATION AND TRAINING BOARD</b>
<b>ZOOM MEETING ONLINE</b>
<b>28<sup>th</sup> MAY 2020</b>

<b>ATTENDANCE</b>
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<i>Cllr. Karen Coakley</i>	<i>Ms. Maria McGrath</i>
<i>Cllr. Kay Dawson</i>	<i>Mr. Rob Bateman</i>
<i>Cllr. Patrick Gerard Murphy</i>	<i>Mr. Liam Ahern</i>
<i>Cllr. Gobnait Moynihan</i>	<i>Mrs. Mary Hegarty</i>
<i>Cllr. James Kennedy</i>	<i>Ms. Ann Pigott</i>
<i>Cllr. Mary Rose Desmond</i>	<i>Mr. Denis Kirby</i>
<i>Cllr. Colette Finn</i>	<i>Mr. Declan O'Leary</i>
<i>Mr. Patrick O'Dwyer</i>	

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

<b>WELCOME</b>
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The Chairman welcomed all members to the meeting and thanked them for making themselves available on-line, through Zoom, for the meeting. The Chairman acknowledged that conducting meetings in this manner is not easy for the Board.

<b>APOLOGIES</b>
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Apologies were received from Ms. Maura Fitzgibbon and Cllr. Derry Canty.

<b>MINUTES</b>
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The Board, on the proposition of Cllr. Mary Hegarty, seconded by Mr. Denis Kirby, adopted the minutes of the previous ETB meeting held on **26<sup>th</sup> March 2020 (copy herewith)**.

<b>DECLARATIONS OF INTEREST (IF ANY)</b>
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There were no potential conflicts of interests declared.

<b>RESERVED ITEMS</b>
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**For Approval:**

- The Board, on the proposal of Mr. Denis Kirby, seconded by Ms. Mary Hegarty, approved the Cork ETB Youth Club Grant recommendations, as presented.
- The Board, on the proposal of Cllr. Mary Rose Desmond, seconded by Mr. Patrick O'Dwyer, approved the Cork ETB Youth Work Capital Grant recommendations, as presented.

### **Approval to enter into a lease/licence:**

The Board, on the proposition of Mr. Liam Ahern, seconded by Mrs. Mary Hegarty, approved entering into the following leases/licences:

- Renewal of the lease between CETB and St. Joseph's Community Centre, Mayfield for classroom and office space to run the CETB Access Programme at an annual rent of €1,080. The new lease will run from 01.01.2020 to 31.12.2023.
- Renewal of the lease between CETB and Mahon Family Resource Centre, for classroom and office space to run the CETB Access Programme at an annual rent of €980. The new lease will run from 01.07.2019 to 30.06.2022.
- Renewal of the lease between CETB and Mahon Family Resource Centre, for classroom and office space to run the CETB Literacy Programme at an annual rent of €1,200. The new lease will run from 01.07.2019 to 30.06.2022.
- Renewal of the lease between CETB and Mahon Community Development Project, for classroom and office space to run the CETB Literacy Programme at an annual rent of €900. The new lease will run from 01.07.2019 to 30.06.2022. DES sanction has been received for same.
- Extension to the licence between Cork ETB and Coachford Soccer Club, to allow Coachford College access to rooms for the extended period of 24<sup>th</sup> August 2020 to 24<sup>th</sup> October 2020 at a cost of €450 per week.
- Extension to the licence between Cork ETB and Educate Together for the use of rooms in Lios na nÓg crehce, CSN College of Further Education. The terms of the licence are to be amended, at the request of the DES, to permit the installation of two prefabricated buildings and an office space on the grounds of CSN, along with additional parking spaces to replace the parking spaces that will be taken up by the installation of the prefabricated buildings. The licence will include, as part of the works, a connection into the water and wastewater services, by Wayleave. No costs will be incurred by Cork ETB. The licence will run for the 2020/2021 academic year and the fee will remain as €180 per month.

Mr. Denis Kirby asked if CETB was satisfied that the Licence with Educate Together and the works will not impact negatively on CSN College. The CE confirmed that they are satisfied that it will not.

### **Sealing of Documents:**

The Board, on the proposition of Mrs. Mary Hegarty, seconded by Mr. Patrick O'Dwyer, approved the sealing of the following:

- The lease between Cork ETB and Boxhedge Commercial for lands at Fota Business Park, Carrigtwohill to house additional temporary accommodation, sanctioned by the DES. The total area of the lands is 8,310 square meters. The lease will run from 1<sup>st</sup> September 2020 to 30<sup>th</sup> June 2023 at an annual rent of €406,858 plus VAT. DES approval has been received since the March meeting.

- A lease between Cork ETB and the South Parish Community Centre from 01/06/2018 for 3 years until 31/05/2021 at a cost of €6,600 per annum to house Cork College of Commerce and Coláiste Daibhéid classes. DES sanction has been received.
- The licence between Cork ETB and Coachford Soccer Club, to allow Coachford College access to rooms for the extended period of 24<sup>th</sup> August 2020 to 24<sup>th</sup> October 2020 at a cost of €450 per week.

**For Noting:**

- **Section 29 Appeal**

Refusal to Enrol a student, IO, to Glanmire Community College:

- It was the decision of the Section 29 Appeals Board not to uphold the appeal on the basis that the school correctly applied their published and lawful enrolment policy and did not breach fair and reasonable procedures.
- Cork ETB Recruitment Policy – revised to take account of on-line recruitment.

<b>EXECUTIVE REPORT</b>
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The Board, on the proposition of Mrs. Mary Hegarty, seconded by Mr. Patrick O’Dwyer, approved the Executive report, including the Finance and Capital reports.

- **Item 2: Leaving Certificate 2020** – Pat McKelvey advised that meetings between ETBI, the DES, the Unions and Chief Executives are on-going regularly to try and achieve a reasonable conclusion. It was noted that schools are engaging very well with the process.
- **Item 4: Schools Admissions Policies** – The CE advised that meetings are taking place with the Bishops of both Diocese to consider the Characteristic Statements that are required to be in the Admissions Policies, under the Act. Cllr. Gobnait Moynihan referred to the admissions policies for Irish language schools and that the new template policy does not make provision or reference to the level of the Irish language required for enrolment into an Irish school. If a student, whose level of Irish is not suitable is enrolled, this can be detrimental to the student and puts pressure on the school. Pat McKelvey stated that the legislation does not specify with regards to the level of the Irish language required for entry into an Irish school so it is not something that can be included in the admissions policy
- **Item 8: Covid-19 Update** – The CE advised that phased return to work plans and protocols are being developed. The protocols required are extensive and will have a huge impact on schools, colleges, centres and head office.
- **Item 11: Recruitment** – The CE noted that on-line interviews will be conducted across the organisation, with the exception of very senior posts. Mrs. Mary Hegarty stated that she has already conducted some on-line interviews for Cork ETB and she

noted that the process is far more time consuming and rather difficult. She took the opportunity to acknowledge the work of the recruitment team in HR. The Chairman advised that he has raised this issue with ETBI and there will be discussions with the DES in the coming week. Suzanne Mullins stated that this is an evolving situation and if restrictions are eased on 8<sup>th</sup> June, HR will look at a practical plan with regards to the possibility of some on-site interviews. It must be noted that there are a limited number of members available for interviews, but a survey will issue from HR to gather more information in relation to preferences with regards to conducting on-site interviews or on-line interviews.

- **Item 21: Capital Building Programme** – Sheila Quill informed members that the approval for the project for St. Brogan’s College is very welcome. It will be the largest project across the country and will cost over €10 million. Declan O’Leary asked if there was a timeline for the project as of yet and would additional lands be required. Sheila Quill stated that it is difficult to give a definitive timeline but it most likely will be two to three years and no additional lands will be required.

It was noted that the extension to the planning time frame will have implications for additional accommodation for September 2020. Contingency plans for Carrigtwohill are being considered. Sheila Quill advised that the contractors are back on site in St. Colman’s Community College but the delays mean that phase one will not be completed now until the October Mid-term break.

- **Item 22: Current FET situation** – John Fitzgibbons advised members that work is continuing to ensure that accreditation for students is achieved while ensuring credibility in the process. He acknowledged the work being undertaken by staff. The CE advised that Cork ETB will play a leading role in terms of helping the people of Cork return to work and assist businesses where possible.
- **Item 29: General Secretary, ETBI** – The Chairman took the opportunity to express his thanks and well wishes to Nessa White on her new role. He advised that the recruitment process will commence shortly. It was agreed that a letter of congratulations would issue from the Board.

<b>COMMITTEE’S</b>
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The Board, on the proposition of Cllr. Mary Rose Desmond, seconded by Cllr. Karen Coakley, approved the following nominations:

- The following has been nominated to the BoM of St. Brogan’s College
  - Mr. Conor McSweeney – Community Nominee
- The following has been nominated to the BoM of Schull Community College
  - Ms. Nuala Ní Bhriaín – Diocesan Nominee

- The following has been nominated to the BoM of Scoil Mhuire
  - Caroline Ní Nualláin – Murphy family Nominee
- The following has been nominated to the BoM of Carrigtwohill Community College
  - John Fitzgerald – CETB Nominee (following the resignation of Mr. Padraig O’Sullivan, TD)
- The following has been nominated to the BoM of Carrignafof Community College
  - John Coughlan – Community Nomine

<b>MINUTES OF BOARDS AND COMMITTEES CONFIRMATION</b>
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The Board, on the proposition of Mrs. Mary Hegarty, seconded by Mr. Patrick O’Dwyer, confirmed the documents as outlined in the list submitted (**copy herewith**).

<b>CORRESPONDENCE</b>
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The Board, on the proposition of Mrs. Mary Hegarty, seconded by Mr. Liam Ahern, adopted the DES, ETBI, General and SOLAS Correspondence as presented (**copies herewith**).

<b>AOB</b>
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Cllr. Gobnait Moynihan referred to a student in YR Macroom, who is an asylum seeker and has received a place in St. John’s College, but the fees are now an issue. This student is extremely talented, and Cork ETB should be supporting him. Cllr. Karen Coakley concurred with Cllr. Moynihan and stated that this student is extremely focused and very determined, and this issue is creating a major stumbling block for him. John Fitzgibbons advised that this stipulation is something that Cork ETB challenged last year in relation to students in McEgan College. The decision in relation to the fees was not made by Cork ETB or St. John’s College. This is something that is outside of our control. The CE advised that this is a wider issue, but Cork ETB is trying to help this student.

Cllr. James Kennedy asked if the number of Cork ETB Leaving Certificate students that have entered the levels on the portal have been identified. The CE advised that no, this portal has been set-up by the DES and the data is going to them.

Mr. Liam Ahern referred to students will additional needs and asked if Cork CETB is involved in the discussions with the DES with regards to summer provision. The Chairman stated that he is not aware of any involvement in the discussions. Pat McKelvey did advise that discussions are on-going at local level with regards to provision in terms of SCP, Youth and students with additional needs.

Cllr. Gobnait Moynihan referred to the building that YR Macroom occupies and stated her concerns in relation to the condition of the building. The CE stated that he also has concerns following his visit to the centre but noted that works are due to be undertaken. The current situation has delayed this work commencing. Cllr. Moynihan stated that an alternative premises needs to be sought. John Fitzgibbons stated that on four occasions Cork ETB has gone to the market in an effort to seek an alternative premises and there is no suitable option in the town of Macroom. We are currently working on the renewal of the lease and extensive works will be carried out.

<b>DATE &amp; VENUE OF NEXT MEETING</b>
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The next meeting will take place on June 25<sup>th</sup>, 2020 by Microsoft Teams at 5.30pm.

**THIS CONCLUDED THE BUSINESS OF THE MEETING**

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

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