

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
ZOOM MEETING ONLINE
24th SEPTEMBER 2020

ATTENDANCE

<i>Cllr. Karen Coakley</i>	<i>Ms. Maria McGrath</i>
<i>Cllr. Kay Dawson</i>	<i>Mr. Rob Bateman</i>
<i>Cllr. Gohnait Moynihan</i>	<i>Mr. Liam Ahern</i>
<i>Cllr. Mary Rose Desmond</i>	<i>Mrs. Mary Hegarty</i>
<i>Ms. Maura Fitzgibbon</i>	<i>Ms. Ann Piggott</i>
<i>Mr. Patrick O'Dwyer</i>	

EXECUTIVE & ADMINISTRATIVE STAFF

<i>Mr. Denis Leamy, CE</i>	<i>Ms. Sheila Quill, Director of OSD</i>
<i>Mr. John Fitzgibbons, Director of FET</i>	<i>Ms. Suzanne Mullins, Director of OSD</i>
<i>Mr. Pat McKelvey, Director of Schools</i>	<i>Ms. Clare Creedon (Minute Taker)</i>

WELCOME

The Vice-Chair, Mrs. Mary Hegarty, advised that the Chairman is currently in hospital and sends his apologies for the meeting. Mrs. Hegarty thanked Crowe for the Governance Training that they provided for members prior to this meeting. She noted that the second session of the training will take place on 26th November, prior to the meeting again.

APOLOGIES

➤ Apologies for inability to attend the meeting were received from Board Members, Cllr Patrick Gerard Murphy, Ms. Maura Fitzgibbon, Mr. Denis Kirby, Cllr. Colette Finn, Cllr. Noel McCarthy.

CONDOLENCES

- † To Yvonne McCarthy, Cork ETB School of Music staff member, on the death of her sister
- † To the family of Mons Leonard O'Brien, former Chairman of County Cork VEC, on his death
- † To the family of John Cunningham, CSN College of Further Education staff member, on his death.
- † To the family of John Kennedy, Youth Worker with Foróige, on his death.

MINUTES

The Board, on the proposition of Cllr. Karen Coakley, seconded by Cllr. Kay Dawson, adopted the minutes of the previous ETB meeting held on **25th June 2020 (copies herewith)**.

RESERVED ITEMS

For Approval

The Board, on the proposition of Cllr. Karen Coakley, seconded by Cllr. Kay Dawson, approved the amendments as set out for the Annual Report 2019 and the Chairman's Comprehensive Statement 2019.

Approval to enter into a Lease or Licence

The Board, on the proposition of Cllr. Mary Rose Desmond, seconded by Mr. Patrick O'Dwyer approved the following:

- A lease between Cork ETB and the Clonakilty Community Care Society company from 01/01/2019 for 3 years until 31/12/2021 at a cost of €9,500 per annum to house Adult and Community Education. This is a correction to the approval sought in January 2019 as the wrong dates were noted.
- A Licence between Cork ETB and Ballincollig Community Centre for the provision of four rooms for use by Coláiste Choilm for the 2020/2021 academic year at a fee of €100 per week.
- A Licence between Cork ETB and Fr. Matthew Club for the provision of PE facilities for use by Coláiste Choilm for the 2020/2021 academic year at a fee of €100 per week.
- A Licence between Cork ETB and The Abbey Hotel, Baile Mhuirne, for the provision of a hall for use by Coláiste Ghobnatan for the 2020/2021 academic year at a fee of €20 per day.
- A Licence between Cork ETB and Kanturk and District Community Council, for the provision of Eel Quinn hall for use by Coláiste Treasa for the 2020/2021 academic year at a fee of €300 per week.
- A Licence between Cork ETB and Aghabullogue GAA for the provision of two reception rooms, GAA Hall and dressing rooms for use by Coachford College from 24.08.2020 to 24.10.2020 at a fee of €800 per week.
- A Licence between Cork ETB and Coachford Soccer Club for the provision of facilities for use by Coachford College from 24.08.2020 to 22.12.2020 at a fee of €450 per week.
- A Licence between Cork ETB and Scoil Phadráig Naofa for the provision of the school hall, store and bathrooms for use by St. Brogan's College for the 2020/2021 academic year at a fee of €125 per week.
- A Licence between Cork ETB and Carrigaline Lions Youth Project for the provision of facilities for use by Gaelcholáiste Charraig Uí Leighin for the 2020/2021 academic year at a fee of €10,500.

- A Licence between Cork ETB and Saile Centre, Kinsale, for the provision of two large classrooms for use by Kinsale FEC from 28.09.2020 to 20.12.2020 at a fee of €300 per week.
- A Licence between Cork ETB and Holy Cross Church, Mahon for the provision of one classroom for use by Cork City Adult and Community Education, from 21.09.2020 to 18.12.2020 at a fee of €15 per 2 hour session.
- A Licence between Cork ETB and Ballyphehane District Pipe Band for the provision of one large classroom for use by Cork City Adult and Community Education, from 14.09.2020 to 18.12.2020 at a fee of €60 per week.
- A Licence between Cork ETB and Carrigaline Community Complex for the provision of a hall, club room and office room for use by Gaelcholáiste Charraig Uí Leighin, for the 2020/2021 academic year at a fee of €2,640.00.
- A Licence between Cork ETB and The Carrig Centre, Ballincollig for the provision of facilities for use by South Cork Adult and Community Education, from 21.09.2020 to 26.03.2021 at a fee of €360 per week.
- A Licence between Cork ETB and Highfield RFC Trustees for the rental of Cork ETB's pitch at Farranlea Road from 01.09.2020 to 31.08.2023 at a fee of €250 per annum. Highfield RFC Trustees have also paid monies to bring the pitch back to playing condition as it had been overgrown for a number of years.
- Renewal of the lease between Cork ETB and George Croke for the rental of Park Road, Dunmanway, for the provision of Adult and Community Education from 01.07.2019 to 30.06.2022 at a cost of €13,000 per annum. DES approval has been received.
- A Licence between Cork ETB and Angela O'Mahony, Longs Yard, Tower Street, Cork for the provision of three rooms for use by Cork City Adult and Community Education, from 21.09.2020 to 21.03.2021 at a fee of €2,000 per month.
- A renewal to the lease between Cork ETB and Mazars (acting as receivers) for the premises at 4a Abbey House, Midleton, Co. Cork, which houses South Cork FET, from 01.07.2019 to 30.06.2022 at a cost of €12,000 per annum. DES approval has been received.
- A renewal to the lease between Cork ETB and Cork City Council for the premises at the Glen, which houses the Dillons Cross project from 13.09.2019 to 12.09.2022 at a cost of €9,000 per annum. DES approval has been received.
- An addition to the existing lease between Cork ETB and Mitchelstown Community Council, of a large training room in the premises at Forrest Hall which houses North Cork FET at an extra cost of €2,700 per annum. DES approval has been received.

- A Licence between Cork ETB and Ballincollig GAA for the provision of 2 rooms for use by South Cork FET from 30.09.2020 to 18.11.2020 at a cost of €35 per hour per room.

Sealing of Documents

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

- The 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.
- Deed of Easement between Cork ETB and Irish Water for the Irish Water watermain diversion at Davis College, Mallow. A Licence between Cork ETB and Ballincollig Community Centre for the provision of four rooms for use by Coláiste Choilm for the 2020/2021 academic year at a fee of €100 per week.
- A Licence between Cork ETB and Fr. Matthew Club for the provision of PE facilities for use by Coláiste Choilm for the 2020/2021 academic year at a fee of €100 per week.
- A Licence between Cork ETB and The Abbey Hotel, Baile Mhuirne, for the provision of a hall for use by Coláiste Ghobnatan for the 2020/2021 academic year at a fee of €20 per day.
- A Licence between Cork ETB and Kanturk and District Community Council, for the provision of Eel Quinn hall for use by Coláiste Treasa for the 2020/2021 academic year at a fee of €300 per week.
- A Licence between Cork ETB and Aghabullogue GAA for the provision of two reception rooms, GAA Hall and dressing rooms for use by Coachford College from 24.08.2020 to 24.10.2020 at a fee of €800 per week.
- A Licence between Cork ETB and Coachford Soccer Club for the provision of facilities for use by Coachford College from 24.08.2020 to 22.12.2020 at a fee of €450 per week.
- A Licence between Cork ETB and Scoil Phadráig Naofa for the provision of the school hall, store and bathrooms for use by St. Brogan's College for the 2020/2021 academic year at a fee of €125 per week.
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EXECUTIVE REPORT

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

- **Item 1 – Return to school 2020/2021** – The CE took the opportunity to note the efforts that all schools have made to ensure the safe return to school for staff and students. Pat McKelvey advised that there have been a number of positive cases to date in schools but the HSE have worked closely with the schools undertaking risk assessments and providing letters for the parents and students that the schools are issuing. Mrs. Maria McGrath stated that as a parent of a student in Scoil Chlíodhna who had a positive case, she wanted to note a special thanks to the school for how they dealt with the situation. Cllr. Kay Dawson took the opportunity to compliment the staff in the schools for the immense work they undertook during the summer months.
- **Item 6 – Annual Report and Chairman's Statement 2019** – The CE advised that the DES had requested some amendments to both reports that were submitted following the June ETB meeting to ensure compliance with the Code of Practice for the Governance of ETBs.

- **Item 20 – Capital Building Programme** – The CE advised that there have been delays country wide in projects due to the delay the construction sector is experiencing in accessing steel. Sheila Quill advised that this has led to a delay in the temporary accommodation requirements for Scoil Chlíodhna in Carrigtwohill. A temporary solution has been agreed with the DES and two prefabs from another location will be relocated to Scoil Chlíodhna and will be in situ for 16th October 2020.
- **Item 21 – Arrangements and reparations for recommencement of FET activities** – John Fitzgibbons advised that all colleges are working to ensure continuity of service and a safe return to college for all staff and learners. He stated that all are keeping Level 3 in mind and ensuring that colleges will be able to cater for all learners.

Ms. Ann Piggott asked if with all the works being undertaken is there enough space within the schools for students and social distance. Pat McKelvey advised that every effort is being made with regards to social distancing. He advised that during break time circulation is an issue, but all challenges are being dealt with. Ms. Piggott noted that the notion of keeping schools open at all costs is causing concern amongst staff and parents.

Mr. Patrick O’Dwyer asked if there was an update in relation to blended learning and the possibility of another lockdown. Pat McKelvey advised that teachers have upskilled, and devices have been distributed to all staff to ensure they have the necessary technology should it be required.

COMMITTEES

The Board, on the proposition of Cllr. Karen Coakley, seconded by Cllr. Gobnait Moynihan, approved the following appointment:

- Following the resignation of Mr. David Power, Teacher Nominee on the Board of Management of Coláiste Ard Álainn, Ms. Philomena Kelly will take up the position of Teacher Nominee

CORRESPONDENCE

The Board, on the proposition of Cllr. Gobnait Moynihan, seconded by Cllr. Mary Rose Desmond adopted the DES, ETBI, SOLAS and General Correspondence as presented (**copies herewith**).

ETBI Correspondence

The following were nominated to attend the ETBI Conference 2020:

- Mrs. Mary Hegarty
- Cllr. Kay Dawson
- Ms. Ann Piggott

- Mr. Liam Ahern
- Cllr. Patrick Gerard Murphy
- CE, Denis Leamy
- Directors

MINUTES OF BOARDS AND COMMITTEES CONFIRMATION
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The Board, on the proposition of Cllr. Karen Coakley, seconded by Cllr. Gobnait Moynihan, confirmed the documents as outlined in the list submitted by the CE (**copy herewith**).

AOB

- The CE noted that this would be Sheila Quill's final Board meeting as she is due to retire at the end of October. He took the opportunity to thank her for her service to Cork ETB and wished her well on her retirement. The Board echoed the CE's sentiments and thanked her for her commitment and dedication to the ETB.

DATE & VENUE OF NEXT MEETING

The next meeting will take place on 26th November 2020. The venue will be confirmed nearer the time and will be dependent on Government guidelines in place at that time.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____