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Bord Oideachais agus Oiliúna
Átha Cliath agus Dhún Laoghaire
*Dublin and Dún Laoghaire
Education and Training Board*

MINUTES OF MEETING OF DUBLIN AND DÚN LAOGHAIRE EDUCATION AND TRAINING BOARD HELD ON MONDAY 6th February, 2017 IN ADMINISTRATIVE OFFICES, TUANS_GATE, 1 BELGARD SQUARE EAST, TALLAGHT, DUBLIN, 24

Present: Ms. Rose Callan, Cathaoirleach
Cllr. Roderic O’Gorman, Leas Cathaoirleach
Cllr. Ken Farrell
Cllr. Liona O’Toole
Cllr. Mick Duff
Cllr. Eithne Loftus
Ms. Olive Phelan
Ms. Claire Markey
Mr. Gerry McCaul
Cllr. Justin Sinnott
Dr. John Walsh
Mr. Gerry McGuire
Mr Barry Hempenstall
Ms. Eithne Dunne

In Attendance: Mr. Paddy Lavelle, Chief Executive
Dr. Fionnuala Anderson, Director of Further Education & Training
Mr. Paul McEvoy, Director of Organisation Support 7 Development
Mr. Martin Clohessy, Director of Finance
Ms. Orla Guiry, Corporate Services

Apologies: Mr. Frank O’Hanlon
Cllr. Sorcha Nic Chormaic
Cllr. Pat Hand
Cllr. Karen Furlong
Mr Brian Lawlor
Dr Deirdre Keyes, Education Officer

At the outset a vote of sympathy was extended to the following and a minute's silence observed:

The Family of Jim O'Reilly, Caretaker in Firhouse CC.
The Family of Reece Cullen, student from DDLETB Youthreach.
Brian Gallagher former CEO, on the death of his brother Dermot.
Elizabeth Curran, Dundrum CFE, on the death of her father Liam.
Marie Griffin, former EO and Acting CEO, on the death of her mother, Máirín.
Eilís Leddy, Director of Schools, WWETB, on the death of her son.

The Chairperson welcomed Barry Hempenstall to his first meeting who replaces Ciaran Duffy as male staff representative on the Board.

1. Minutes

Minutes of meeting held on 21st November 2016

The minutes were confirmed and signed on the proposal of Cllr Mick Duff, seconded by Mr Gerry McGuire.

2. Matters Arising

Members raised the following matters
Meeting quorum – difficulties in reaching a quorum at recent Board meetings
Castleknock Community College – filling of vacancy of Director of Adult Education.

3. Consideration of Reports from Committees

Board of Management Minutes

- 3.1. Adamstown CC BoM Minutes 18th May 2016
- 3.2. Ardgillan CC BoM Minutes 2nd March 2016
- 3.3. Ardgillan CC BoM Minutes 11th October 2016
- 3.4. Balbriggan CC BoM Minutes 15th March 2016
- 3.5. Blackrock FEI BoM Minutes 8th March 2016
- 3.6. Blackrock FEI BoM Minutes 10th May 2016
- 3.7. Blackrock FEI BoM Minutes 20th September 2016
- 3.8. Castleknock CC BoM Minutes 19th October 2016
- 3.9. Castleknock CC BoM Minutes 6th September 2016
- 3.10. Colaiste Chilliaín BoM Minutes 7th March 2016
- 3.11. Colaiste Cois Life BoM Minutes 7th March 2016
- 3.12. Colaiste Cois Life BoM Minutes 20th April 2015
- 3.13. Colaiste Cois Life BoM Minutes 25th May 2015
- 3.14. Colaiste Cois Life BoM Minutes 30th November 2015

- 3.15. Colaiste de hIde BoM Minutes 6th December 2016
- 3.16. Collinstown Park CC BoM Minutes 19th October 2016
- 3.17. Collinstown Park CC BoM Minutes 8th Dec 2016
- 3.18. Deansrath CC BoM Minutes 12th October 2016
- 3.19. Deansrath CC BoM Minutes 25th October 2016
- 3.20. Deansrath CC BoM Minutes 16th November 2016
- 3.21. Deansrath CC BoM Minutes 29th November 2016
- 3.22. Deansrath CC BoM Minutes 2nd December 2016
- 3.23. Dundrum CFE BoM Minutes 19th May 2016
- 3.24. Dundrum CFE BoM Minutes 29th September 2016
- 3.25. Dun Laoghaire FEI BoM Minutes 27th Sep 2016
- 3.26. Fingal CC BoM Minutes 28th September 2016
- 3.27. Firhouse CC BoM Minutes 27th September 2016
- 3.28. Firhouse CC BoM Minutes 24th October 2016
- 3.29. Gaelcholaiste Reachreann BoM Minutes 27th Sep 2016
- 3.30. Grange CC BoM Minutes 22nd September 2016
- 3.31. Kingswood CC BoM Minutes 15th September 2016
- 3.32. Kishoge CC BoM Minutes 26th October 2016
- 3.33. Lucan CC BoM Minutes 26th September 2016
- 3.34. Lucan CC BoM Minutes 15th November 2016
- 3.35. Lusk CC BoM Minutes 10th February 2016
- 3.36. Lusk CC BoM Minutes 23rd February 2016
- 3.37. Luttrellstown CC BoM Minutes 17th October 2016
- 3.38. Luttrellstown CC BoM Minutes 10th November 2016
- 3.39. Luttrellstown CC BoM Minutes 28th November 2016
- 3.40. Mount Seskin CC BoM Minutes 7th November 2016
- 3.41. Riversdale CC BoM Minutes 8th March 2016
- 3.42. Riversdale CC BoM Minutes 12th September 2016
- 3.43. Riversdale CC BoM Minutes 22nd September 2016
- 3.44. Riversdale CC BoM Minutes 11th October 2016
- 3.45. Sallynoggin CFE BoM Minutes 27th October 2016
- 3.46. Sallynoggin CFE BoM Minutes 15th December 2016
- 3.47. Skerries CC BoM Minutes 19th September 2016
- 3.48. St. Kevins CC BoM Minutes 11th May 2016
- 3.49. St. MacDaras CC BoM Minutes 26th April 2016
- 3.50. St. MacDaras CC BoM Minutes 25th October 2016
- 3.51. Stillorgan CFE BoM Minutes 1st June 2016
- 3.52. Stillorgan CFE BoM Minutes 6th October 2016

The above reports were adopted on the proposal of Ms Rose Callan, seconded by Cllr Roderic O’Gorman.

Section 29 Appeals

- 3.53. Balbriggan CC 6th Dec 2016 Record of Decision BCC2
- 3.54. Castleknock CC 16th Nov 2016 Record of Decision CCC20
- 3.55. Castleknock CC 6th Dec 2016 Record of Decision CCC21
- 3.56. Castleknock CC 6th Dec 2016 Record of Decision CCC22

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- 3.57. Colaiste Pobail Setanta 15th Nov 2016 Record of Decision CPS36
- 3.58. Deansrath CC 30th Nov 2016 Record of Decision DCC4
- 3.59. Deansrath CC 7th Dec 2016 Record of Decision DCC5
- 3.60. Deansrath CC 9th Jan 2017 Record of Decision DCC6
- 3.61. Deansrath CC 10th Jan 2016 Record of Decision DCC7
- 3.62. Kingswood CC 29th Nov 2016 Record of Decision KCC1
- 3.63. Kingswood CC 29th Nov 2016 Record of Decision KCC2
- 3.64. Kishoge CC 26th Jan 2017 Record of Decision KICC1

The above reports were adopted on the proposal of Dr John Walsh, seconded by Mr Gerry McGuire.

4. Business submitted by the Chief Executive Officer

- 4.1. Finance
 - 4.1.1. Financial Statement

Members noted the Board's current financial position as follows:

Financial report to 31st December 2016

Scheme	Opening cash balance	Receipts	Payments	Closing cash balance
Main Scheme – Pay	97,290	93,369,103	93,742,208	(275,815)
Main Scheme – Non-Pay	(4,245,924)	7,910,532	8,576,272	(4,911,664)
Associated Main Scheme	2,620,891	2,769,472	2,647,425	2,742,938
Primary	-	675,159	205,439	469,720
Capital	3,402,895	9,385,569	10,616,528	2,171,936
Third Level Grants	536,038	-	109,775	426,263
Non Main Scheme	1,396,214	24,831,505	23,197,166	3,030,553
Training Centres	2,520,609	41,020,481	40,266,012	3,275,078
Youth Services	21,984	9,362,757	9,254,048	130,693
Agency	405,425	2,820,551	2,983,026	242,950
Self-financing	4,092,015	4,703,761	4,626,232	4,169,544
Total	10,847,437	196,848,891	196,224,131	11,472,197

DDLETB had circa €11.5m on hand at the end of 2016. All programmes were in surplus with the exception of Main Scheme Pay and Non-Pay. The unadjusted Main Scheme

Non-Pay figure shows a deficit of €4.9m. This is less than projected, as the Department provided additional funding at the end of the year, which largely addressed the deficit in 2016. However, the deficit accumulated in the period between 2013 and 2015 remains outstanding. It should also be noted that, as this report is presented on a cash basis, these closing figures do not take account of closing accruals at year end. There are no other significant issues to report.

4.2. Buildings'/Capital

Report on Capital/Building Programme

Members noted the following:-

Gaelcholáiste Reachrann

Following recent stage 2A meeting with the Department, approval was granted to progress to stage 2B.

Balbriggan Community College – New Building

Work on stage 2A is progressing.

Lucan CC – Extension

Approval to progress to stage 2B is awaited.

Luttrellstown Community College Phase 2

Stage 2B is about to be submitted to the Department.

Kingswood Community College

Pre-qualification of contractors is underway.

St. Finian's Community College Extension (Devolved Project)

A contractor has been provisionally selected for the enabling works and will be appointed, subject to due diligence. The pre-qualification process for the main contractor is completed.

Lusk Community College – Phase 2

The prequalification process for building contractors is underway.

Coláiste Chilliaín (ADAPT)

Work on stage 2A continues.

Dún Laoghaire Further Education Institute – Fire Safety

A response from SOLAS, on our application for funding, is awaited.

Summer Works 2014 – Firhouse Community College

The project is being relaunched.

St Aidan's Community School – New Entrance

Additional funds, arising from tenders received, have been sought from the Department.

Mount Seskin – SNU

A response to our application to the Department for additional funding, is still awaited.

Temporary Accommodation 2016

Gaelcholáiste Reachrann – planning application being submitted

Scoil Chormac CNS (Permanent Building)

Completion of the new building expected shortly.

Lucan Community National School (Permanent Building)

The project is completed and the school has relocated from the temporary accommodation.

Benincasa Special School

Architectural drawings are now frozen, as agreed by the client and detailed design is progressing.

Summer Works 2016

Coláiste Cois Life (Emergency Lighting) – contractor appointed

Coláiste De hÍde (M&E Upgrade) – contractor selected

St Kevin's CC (M&E Upgrade) – contractor appointed

St Finian's CC (M&E Upgrade) – contractor on site

Eblana Building

Works have commenced on a complete heating upgrade. Roof repairs and work to reinforcement windows are underway.

Deansrath CC – Canteen Facilities (FET)

Contractor appointed

Deansrath CC - External lighting (FET)

Contractor on site

4.3. Staff

4.3.1. Appointments

4.3.2. Resignations

4.3.3. Retirements

4.3.4. Secondments

Members noted changes in the staffing profile since the last meeting.

4.4. CEO's Report

The CEO reported on the following

New Community College for Lucan area – The Principal had been appointed to what will be a 1000 pupil post-primary school reflecting the ethos of Scoil Sinead and the ETB. A meeting is due to take place this week with Scoil Sinead, to advance planning for the school. The Principal is due to take up duty officially on 21st March.

New Community College for Swords area - The competition for the Principal post in Swords will be completed, following interviews on the 14th February.

Lucan CNS - There was be a handover on the 17th January of Lucan Community National School. The state of the art facility provides multi-denominational co-educational education in the area. The school has already in Year Three established itself as a strong presence. Best of luck to Ms Nichola Spokes and her team.

Primary Education - The Minister announced a consultation period beginning on the 16th January, to seek views on four possible options for addressing the State's shortcomings, in relation to breaches identified by the European Court of Human Rights on access to state funded primary education. Subsequently last week, he announced that there will be a process to deal with reconfiguring National Schools to meet the Government objective of transferring 400 schools by 2030 to multi-denominational patronage. This involves the ETBs to determine parents' wishes in an area, followed by the patron deciding to reconfigure on the basis of the preferences in an area.

Strategy Statement - DDLETB draft strategy was brought before the Board for approval. The CEO advised that, after the Board's involvement in the preparation of it, it was now before them for adoption. The Statement maps out the vision, values, goals, priorities and actions for the next five years. The CEO commended it and expressed gratitude to Dr Fionnuala Anderson, Ms. Rosemarie McGill and all of the team who contributed to making it a coherent and workable document.

Primary School Patronage Campaign – Thanks Extended to all who contributed to the efforts to secure patronage in the campaigns for Primary schools in Dún Laoghaire and Pelletstown. In Pelletstown CDETB took the lead supported by staff from the AES in Blanchardstown, in particular. There were 48 names submitted there. Having removed invalid entries there were 20 names remains for the Dún Laoghaire campaign. There were difficulties in generating publicity in both areas despite best efforts from DDLETB. It would take a long and sustained campaign to reach the required numbers to be able to compete.

Bereavements - Sadly there have been a number of tragedies over the past month. Firstly we offer our condolences to the family of Jim O Reilly caretaker in Firhouse who died in January. He has been a great support in the school where he was known for his caring approach to students. Secondly, we were saddened by the tragic death of Reece Cullen a student in Youthreach Tallaght who passed away in terrible circumstances in Jobstown last month. His death has impacted heavily on his relatives, friends and the

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Chief Executive Officer

staff in Youthreach. Our thanks to the Psychological Support Services, who calmly and confidentially offered their services in this as in other situations.

ASTI Ballot - The ASTI ballot has resulted in a NO vote, rejecting the proposed agreement. We await developments.

ETBI Principals & Deputy Principals Conference - The first ETBI Principals and Deputy Principals Conference took place last week in Mullingar. By all accounts it was a great success.

CNSs Boards of Management - The Department has written to the Chairperson regarding the composition of Boards of Management of Community National Schools and giving directions on how they will be formed.

4.5. DDLETB Strategy Statement

The DDLETB Strategy Statement was adopted on the proposal of Mr Gerry McGuire, seconded by Cllr Rodeic O’Gorman.

5. Correspondence from the Department

The following correspondence was noted:

- 5.1. Circular 79/2016 Revised Salary Scale from 1st January 2017 for post – 1st February 2012 entrant teachers covered by the Lansdowne Road Agreement.
- 5.2. Circular 80/2016 Revision of Pay Rates in 2017 for School Secretaries, Caretakers and cleaners employed by Boards of Management of Recognised Primary Schools
- 5.3. Circular 01/2017 Grant scheme for ICT infrastructure 2016-2017 School Year
- 5.4. Circular 03/2017 Graduate Certificate in the Education of Pupils on the Autism Spectrum (AS) for teachers working with Pupils on the AS in Special Schools or resource Teachers in Mainstream Primary & Post-Primary Schools 2017/2018
- 5.5. Circular 04/2017 Post-Graduate Certificate/Diploma Programme of continuing Professional Development of Teachers working with Students with special Educational Needs (Autism Spectrum Disorder)
- 5.6. Ltr dated 30th November 2016 re: Publication of ETB Annual Report for period ended 31st December 2015
- 5.7. Ltr dated 30th November 2016 re: Blanchardstown IT Governing Body approved appointments
- 5.8. Ltr dated 6th December 2016 re: Acknowledgement of receipt of DDLETB ‘s Service Plan
- 5.9. Ltr dated 23rd January 2017 re: Publication of ETB accounts for the year ended 31st December 2015

6. Correspondence from other sources

The following correspondence was noted:

- 6.1. Letter dated 2nd December 2016 from Kevin Harrington Stillorgan CFE re: election of Student representative to the Board of Management, Robert Nesirky and Gabriella Weaver
- 6.2. Letter dated 10th January 2017 from Fionnuala Ní Chaisil, Luttrellstown CC, re: board of Management vacancies filled as follows – Teacher Sarah Hanrahan and Community Shane Nulty
- 6.3. Letter dated 17th January 2017 from Ciaran Duffy re: resignation from position of member of DDLETB

7. To consider the appointment of a replacement of ETB representative on the Board of Management of Sallynoggin College of Further Education

Barry Hempenstall was proposed by Ms Claire Markey and seconded by Dr John Walsh

8. To consider the appointment of a replacement of ETB representative on the Board of Management of Dun Laoghaire Further Education Institute.

Barry Hempenstall was proposed by Ms Claire Markey and seconded by Dr John Walsh

9. To consider the replacements of the Archbishop's representative and ETB representative on the Board of Management of Mount Seskin Community College.

Ann Carney was proposed as ETB representative by Mr Gerry McGuire and seconded by Cllr. Ken Farrell

Michael Clifford was proposed as Archbishop's representative by Mr Gerry McGuire and seconded by Cllr. Ken Farrell

10. To consider appointment of Student Representative to the Governing Body, Institute of Technology Tallaght

Hugh Breslin was proposed by Mr Gerry McGuire and seconded by Cllr Ken Farrell, Subject to the Ministers Approval.

11. To consider the filling of vacancies on the Board of Management of Old Bawn Community School.

Cllr Mick Duff was proposed by Dr John Walsh and seconded by Ms Rose Callan.

Cllr Martina Genockey was proposed by Cllr Mick Duff and seconded by Dr John Walsh.

12. Community National Schools – Boards of Management
Deferred to next Meeting

13. Any other business at the discretion of the Cathaoirleach

The meeting then concluded

Signature of Cathaoirleach: _____