



**etb**

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 19<sup>th</sup> September, 2016 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. Pat Hand  
Cllr. Sorcha Nic Chormaic  
Cllr. Liona O’Toole  
Cllr. Mick Duff  
Cllr. Eithne Loftus  
Mr. Gerry McGuire  
Dr. John Walsh  
Ms. Claire Markey  
Mr. Gerry McCaul

**In Attendance:** Mr. Paddy Lavelle, Chief Executive  
Ms. Deirdre Keyes, Education Officer  
Ms. Fionnuala Anderson, Director of Further Education & Training  
Mr. Paul McEvoy, Director of Organisation Support Services  
Mr. Martin Clohessy, Director of Organisation Support Services

**Apologies:** Cllr. Justin Sinnott  
Cllr. Karen Furlong  
Ms. Eithne Dunne  
Mr. Ciaran Duffy  
Mr. Frank O’Hanlon  
Mr. Brian Lawlor  
Ms. Olive Phelan

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

Louis Deegan, Loughlinstown Training Centre, on the death of his partner Michael.  
Anne Deans, Corporate Services, and John Cronin on the death of their Aunt.

Tina Reddin, Grange CC, on the death of her father.

Eileen Cullen, former APO Finance, and Marcella McNally, Donabate CC, on the death of their mother.

Parents and family of Daniel Sheridan a student who passed away who was due to start in Kingswood CC.

## 1. Minutes

Minutes of meeting held on 18<sup>th</sup> July 2016

The minutes were confirmed and signed on the proposal of Cllr Roderic O’Gorman, seconded by Dr. John Walsh.

## 2. Matters Arising

None

## 3. Community National Schools Presentation from Mr Séamus Conboy, ETBI

Mr. Séamus Conboy, recently appointed by ETBI as national coordinator for Community National Schools, presented on the current CNS model of which six of the schools will shortly come under the patronage of DDLETB. He highlighted the non-denominational ethos of the schools and demonstrated how, in this context, they operate very successfully. Members noted how well placed the schools are in the context of the Catholic Archdiocese’s programme for divestment of primary schools.

## 4. Consideration of Reports from Committees

Board of Management Minutes

### 4.1. Castleknock CC Board of Management Minutes 7<sup>th</sup> June 2016

#### *New School Castleknock*

The views of the board of management in relation to the recent patronage competition were noted.

#### *Residents’ Gardens*

An issue has arisen with a neighbour of the school in relation to flooding of his garden, which he believes arises from recent works on the school extension and for which he is seeking compensation. As a Risk avoidance measure additional drainage works were carried out adjacent to the garden, within the school boundary.

### *Uniform Policy*

It was noted that this matter, as discussed at the Board's July meeting, will be raised with Principals.

- 4.2. Castleknock CC Board of Management Minutes 29th August 2016
- 4.3. Collinstown Park CC Board of Management Minutes 15th June 2016
- 4.4. Deansrath CC BoM minutes 30<sup>th</sup> August 2016  
Section 29 Appeals
- 4.5. Coláiste Pobail Setanta 13<sup>th</sup> June 2016 Record of Decision CPS17
- 4.6. Coláiste Pobail Setanta 1<sup>st</sup> Sep. 2016 Record of Decision CPS23
- 4.7. Coláiste Pobail Setanta 1<sup>st</sup> Sep. 2016 Record of Decision CPS24
- 4.8. Coláiste Pobail Setanta 1<sup>st</sup> Sep. 2016 Record of Decision CPS25
- 4.9. Coláiste Pobail Setanta 1<sup>st</sup> Sep. 2016 Record of Decision CPS26

The above reports were adopted on the proposal of Ms. Rose Callan, seconded by Cllr. Sorcha Nic Chormaic.

## **5. Business submitted by the Chief Executive Officer**

- 5.1. Finance
  - 5.1.1. Financial Statement

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

### **Financial report to 31<sup>st</sup> August 2016**

<b>Scheme</b>	<b>Opening cash balance</b>	<b>Receipts</b>	<b>Payments</b>	<b>Closing cash balance</b>
Main Scheme – Pay	97,290	60,947,920	61,636,012	(590,802)
Main Scheme – Non-Pay	(4,245,924)	4,324,981	6,297,738	(6,218,681)
Associated Main Scheme	2,620,891	1,803,033	1,397,160	3,026,764
Capital	3,402,895	5,256,153	5,825,424	2,833,624
Third Level Grants	536,038	-	105,367	430,671
Non Main Scheme	1,396,214	16,421,703	15,775,205	2,042,712
Training Centres	2,520,609	27,642,979	26,358,216	3,805,372
Youth Services	21,984	7,149,341	5,936,048	1,235,277
Agency	405,425	1,512,213	1,850,412	67,226
Self-financing	4,092,015	2,160,149	2,775,934	3,476,230
<b>Total</b>	<b>10,847,437</b>	<b>127,218,472</b>	<b>127,957,516</b>	<b>10,108,393</b>

DDLETB had circa €10.1m on hand at the end of August. The Main Scheme Non-Pay cash deficit accumulating since 2013 has not been addressed by DES in the year to date and there is currently no proposal to resolve this issue. On 27<sup>th</sup> July, DES formally sanctioned an increase in the Non-Pay spending threshold to €7.8m. While this does not bridge the cash shortfall, it has allowed DDLETB to provide an increase in Non-Pay

1 Geata Thuain  
Cearnóg Belgard Thoir  
Tamhlacht  
Baile Átha Cliath 24

1 Tuansgate  
Belgard Square East  
Tallaght  
Dublin 24

t.(01) 4529600  
f.(01) 4515196  
[eolas@booacdl.ie](mailto:eolas@booacdl.ie)  
[info@ddletb.ie](mailto:info@ddletb.ie)  
[www.ddletb.ie](http://www.ddletb.ie)

Paddy Lavelle  
*Príomhoifigeach*  
*Feidhmiúcháin/*  
*Chief Executive Officer*

funding for new and growing second level schools in 2016. This is a most welcome departure from DES and it is much more in line with the funding requirements of DDLETB than the previous spending limit of €7.2m set in 2012. As things stand there are no other significant issues to report.

#### 5.1.2. Bank Overdraft Facilities

The possibility of requiring an overdraft facility before the end of the financial year was discussed. Members noted that at present there is no indication of such a facility being required however in the interests of business continuity it would be best to have the necessary approval in place should the need arise.

It was agreed, on the proposal of Cllr. Mick Duff, seconded by Mr. Gerry McGuire, to seek Ministerial approval for an overdraft facility in accordance with section 49 of the ETB Act, 2013.

#### 5.2. Buildings' / Capital Report

The following was noted in respect of the Board's current building/capital programme:

##### *Gaelcholáiste Reachrann*

Following a recent stage 2A meeting with the Department, it is expected that the project will be approved for advancement to stage 2B in early October.

##### *Balbriggan Sports Hall/Extension (Devolved Project)*

The sports hall is substantially completed. The stage 1 report for the new school building is complete and with the Department for review.

##### *Lucan Community College - Extension*

The design team is continuing work on the stage 2A submission with a completion date scheduled for mid-October.

##### *Luttrellstown Community College Phase 2*

Stage 2B submission due to Department shortly. Contractor tender documents being prepared

##### *Kingswood Community College*

Temporary accommodation is installed and fully operational. Work on the stage 2B submission is continuing.

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

Tenders for enabling works have issued. The pre-qualification process for a main contractor is underway and the stage 2B report is expected to be submitted to the Department by mid-October.

*Lusk Community College – Phase 2*

The stage 2B report is under review by the Department.

*Coláiste Chillian (ADAPT)*

Work on the stage 2A submission is continuing.

*Dún Laoghaire Further Education Institute – Fire Safety*

A response from the Department is awaited.

*Summer Works 2014*

Discussions are ongoing on the works required at Firhouse.

*Summer Works 2015*

*Coáiste De hÍde (ceiling repairs)* – Contractor on site.

*St Aidan's Community School – New Entrance*

The fire certificate has issued and tenders have been sought from contractors.

*Mount Seskin – SNU*

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

*Temporary Accommodation 2016*

Accommodation is installed and operational at the following sites:

Coláiste Cois Life

Fingal CC

Lucan CC

Lucan CNS

Luttrellstown CC

Gaelscoil Cluain Dolcáin (Primary School)

Lusk CC

*Gaelcholáiste Reachrann* – planning application being submitted

*Citywest ET & Scoil Niamh* - Contractor appointed and works underway

*Scoil Chormaic CNS (Permanent Building)*

Work is progressing well and due for completion mid-October

*Scoil Aoife CNS*

New building is complete and occupied by the school

*Lucan Community National School (Permanent Building)*

Work is progressing with completion scheduled for December

*Benincasa Special School*

Design team appointed

*Summer Works 2016*

Coláiste Cois Life

1 Geata Thuain  
Cearnóg Belgard Thoir  
Tamlacht  
Baile Átha Cliath 24

1 Tuansgate  
Belgard Square East  
Tallaght  
Dublin 24

t.(01) 4529600  
f.(01) 4515196  
[eolas@booacdl.ie](mailto:eolas@booacdl.ie)  
[info@ddletb.ie](mailto:info@ddletb.ie)  
[www.ddletb.ie](http://www.ddletb.ie)

Paddy Lavelle  
*Príomhoifigeach*  
*Feidhmiúcháin/*  
*Chief Executive Officer*

Coláiste De hÍde

St Kevin's CC

Consultant in place and preparing works' specifications.

### 5.2.1. Temporary Accommodation Figures

Members noted a report which outlined expenditure on temporary accommodation over recent three year period. They requested the Chief Executive to convey, to the Department, their concerns as to the level of expenditure.

### 5.3. Staff

5.3.1. Appointments

5.3.2. Resignations

5.3.3. Retirements

5.3.4. Secondments

Noted

### 5.4. CE's Report

The Chief Executive reported as follows:

Schools and centres are reporting that results in the state examinations and QQI awards are in line with expectations. A number of principals have said that they were particularly pleased with students whose expectations entering courses were more modest than what they achieved.

Community National Schools- Citywest and Saggart CNS has had its patronage transferred to the ETB. The schools will complete the vetting process prior to transfer. All schools to complete the transfer by 1<sup>st</sup> October.

Junior Cycle - The current IR dispute is affecting DDLETB's dual Union schools which include 13 designated community colleges and three non-designated with a large proportion of ASTI members. The most recent development is the announcement of the agreement between the Department of Education and Skills and the INTO and TUI unions on pay restoration for new teachers. This further amplifies the gap in pay between unions in favour of the Lansdowne Road agreement and those against.

ETBI Conference - The conference will take place this week in Killarney. The theme chosen is "Equity in Education." One session will look at the interventions that makes a difference. Another looks at mental health and well-being. Other sessions deal with the Teaching Council's fitness to practice procedures, entrepreneurship, reflections on Pdraig Pearse and the Irish school system. The Minister will address the conference.

Scoil Aoife – The new building has been handed over for use by the school. Ms Stacey MacAuley, Principal, is delighted with this beautiful building and landscaping job.

TEL Conference - There was a special conference in the training centre Tallaght for DDLETB FET staff nationally including guests from other ETBs last Wednesday. It was a very successful conference well organised by the development officers and the IT Department from Head Office along with the Training Centre staff in Tallaght. Visiting speakers from Denmark and England made for a strong line up added to by practitioners from services across FET in DDLETB. Special thanks to Dr Fionnuala Anderson who made the links and was inspired to hold the conference as well as getting involved in every area of planning for the event. Great innovations in teaching as a result of the conference are expected.

The Inspectorate has reviewed and re-published the Looking at Our Schools document as a guide to schools in looking at self-evaluation. It is a very useful document and would be of benefit to members of Boards of Management. There are Statements of Effective Practice and of Highly Effective Practice to which schools may aspire in the document.

Kingswood Community College the 32nd post-primary school for DDLETB opened to students in late August with 51 students. Already 120 students have enrolled for 2017. The school is housed in pre-fabs until the new building is completed.

CNS - Members requested a further presentation of the “Goodness Me, Goodness You” programme provided in the Community National Schools. Mr Séamus Conboy, ETBI, to be requested to attend the Boards October meeting.

## **6. Correspondence from the Department were all noted**

6.1. Circular 40/2016 Continuing implementation of School Self-Evaluation 2016-2020

6.2. Circular 44/2016 Flexible Working Arrangements

6.3. Circular 45/2-16 Public Services Stability Agreement 2013-2018 (HRA/LRA) and the Financial Emergency Measures in the Public Interest Acts 2013 and 2015

6.4. Circular 46/2016 Home Tuition Grant Scheme 2016/2017 – Special Education Component

6.5. Circular 47/2016 Direct entry (recruitment) grades (other than Teachers & SNAs) in the Education Sector (Post 1 January 2011 Entrants) Recognition of Previous Public service in another EU member State

1 Geata Thuain  
Cearnóg Belgard Thoir  
Tamhlacht  
Baile Átha Cliath 24

1 Tuansgate  
Belgard Square East  
Tallaght  
Dublin 24

t.(01) 4529600  
f.(01) 4515196  
[eolas@booacdl.ie](mailto:eolas@booacdl.ie)  
[info@ddletb.ie](mailto:info@ddletb.ie)  
[www.ddletb.ie](http://www.ddletb.ie)

Paddy Lavelle  
*Príomhoifigeach*  
*Feidhmiúcháin/*  
*Chief Executive Officer*

- 6.6. Circular 49/2016 Post – 1 January 2011 New entrant SNAs – Recognition of Previous Public Service in another EU member State
- 6.7. Circular 51/2016 Home Tuition Grant scheme 2016/2017 – Maternity Related Absences Component
- 6.8. Circular 53/2016 HSE Post-Primary School Vaccination programme 2016/2017
- 6.9. Circular 17/2016 Department of Public Expenditure and Reform - Policy for Property Acquisition and for Disposal of Surplus Property

## **7. Correspondence from other sources**

- 7.1. Ltr. dated 25<sup>th</sup> July 2016 from Office of the Minister for Education and Skills re: appointment of Hayley Keogh and Jason Aughney as student representatives to the Governing Body of IT Blanchardstown

Noted

- 7.2. Ltr dated 27<sup>th</sup> July 2016 from DES re: The term of office of the ordinary members of the Governing Body in IT Blanchardstown

Members noted that nominees from designated organisations will be sought, with a view to appointments being made at the October meeting.

- 7.3. Ltr dated 24<sup>th</sup> August 2016 from Educate Together re: nominee to the Board of Management in Kishoge

The nominees were noted and approved.

- 7.4. Ltr dated 2<sup>nd</sup> September 2016 from Kingswood CC re: staff representatives on the Board of Management

The nominees were noted and approved.

## **8. To consider the appointment of Ms Jessica Wall as student representative on the Governing Body of IT Tallaght**

It was unanimously agreed to recommend Ms. Wall's appointment to the Minister.



9. To consider the appointment of Luke Bowden and Josephine Clarke as staff representatives on the Board of Management for Kingswood Community College.

The nominees were noted and approved.

10. Any other business at the discretion of the Cathaoirleach

None

**The meeting then concluded**

**Signature of Cathaoirleach:** \_\_\_\_\_