

**MEETING OF DUBLIN AND DÚN LAOGHAIRE EDUCATION AND TRAINING BOARD
HELD ON 16TH SEPTEMBER, 2013 IN THE BOARD'S OFFICES, TUANS_GATE, BELGARD
SQUARE EAST, TALLAGHT, DUBLIN, 24**

Present:

Cllr. Gerry McGuire	Cathaoirleach
Cllr. Donal Marren	Leas Cathaoirleach
Cllr. Cormac Devlin	
Cllr. Therese Ridge	
Cllr. Gerry Horkan	
Cllr. Dermot Looney	
Cllr. David McGuinness	
Cllr. Ken Farrell	
Cllr. Joan Maher	
Cllr. Caitriona Jones	
Cllr. Pat Hand	
Cllr. Guss O'Connell	
Cllr. Niamh Breathnach	
Cllr. Carrie Smyth	
Cllr. Michael O'Donovan	
Mr. Don Tipping	
Mr. William Dockrell	
Ms. Deirdre Doherty-Ryan	
Mr. John O'Reilly	
Mr. Pat Ward	
Ms. Liz Kelly	
Ms. Inez Bailey	
Ms. Aideen Mulcahy	
Mr. Thomas Taylor	
Ms. Rose Callen	
Cllr. Jane Dillon-Byrne	
Ms. Angela Timlin	
Cllr. Donna Pierce	
Mr. Joe Pitcher	

Apologies:

Cllr. John Bailey
Cllr. Maria Bailey
Ms. Frances Kelly
Mr. Tony Clements
Cllr. Patricia Stewart

In Attendance:

Mr. Paddy Lavelle	Chief Executive Officer
Dr. Marie Griffin	Education Officer
Ms. Deirdre Keyes	Education Officer
Mr. Paul McEvoy	Head of Organisation Services
Mr. Martin Clohessy	Finance Officer

At the outset votes of sympathy were extended to the following:

Ms Pauline Murphy, HR Manager, on the recent death of her Mother

Mr Paul Duggan, former Principal St Kevin's Community College, on the recent death of his wife

A minute's silence was observed.

1. Minutes: Meeting, 15th July, 2013

The minutes were confirmed and signed on the proposal of Mr. William Dockrell, seconded by Cllr. Gerry McGuire, subject to inclusion of the following:

Attendees: Cllr. Patricia Stewart
Mr. Thomas Taylor
Cllr. Emma Coburn

Apologies: Cllr. Jane Dillon Byrne

2. Matters Arising

Item 13.3 – Crèche

Members noted that other service providers in the area have accommodated children previously enrolled in the Willows crèche. Employees have been offered an enhanced redundancy package. Those that decide to remain in the employ of the Board will be reassigned to other programmes.

3. Consideration of Reports from Sub Committees

3.1 Subcommittee Report
Adamstown Community College, 24th April, 2013
(Appendix A)

The report was adopted on the proposal of Cllr. Gerry McGuire, seconded by Cllr. Guss O'Connell.

3.2 Subcommittee Report
Castleknock Community College, 19th June, 2013
(Appendix B)

The report was adopted on the proposal of Cllr. Gerry McGuire, seconded by Ms. Rose Callan.

3.3 Subcommittee Report
Collinstown Park Community College, 9th April, 2013
(Appendix C)

The report was adopted on the proposal of Cllr. Ken Farrell, seconded by Cllr. Gerry McGuire.

3.4 Subcommittee Report
Deansrath Community College, 18th June, 2013
(Appendix D)

The report was adopted on the proposal of Cllr. Ken Farrell, seconded by Cllr. Therese Ridge.

3.5 Subcommittee Report
Gaelcholáiste Reachrann, 11th June, 2013
(Appendix C)

The report was adopted on the proposal of Cllr. Joan Maher, seconded by Ms Deirdre Doherty-Ryan

3.6 Subcommittee Report
Grange Community College, 29th January & 18th April, 2013
(Appendix D)

The reports were adopted on the proposal of Ms Deirdre Doherty-Ryan, seconded by Cllr. Gerry McGuire.

3.7 Subcommittee Report
Grange Community College, 21st May, 2013
(Appendix E)

The report was adopted on the proposal of Ms Deirdre Doherty-Ryan, seconded by Cllr. Gerry McGuire

3.8 Subcommittee Report
Grange Community College, 30th May 2013
(Appendix F)

The report was adopted on the proposal of Ms Deirdre Doherty-Ryan, seconded by Cllr. Gerry McGuire.

- 3.9 Subcommittee Report
Fingal Community College, 29th May, 2013
(Appendix G)

The report was adopted on the proposal of Mr John O'Reilly, seconded by Mr Pat Ward.

- 3.10 Subcommittee Report
Firhouse Community College, 4th June, 2013
(Appendix H)

The report was adopted on the proposal of Ms Liz Kelly, seconded by Cllr. Gerry McGuire.

- 3.11 Subcommittee Report
Lucan Community College, 23rd April, 2013
(Appendix I)

The report was adopted on the proposal of Cllr. Guss O'Connell, seconded by Cllr. Gerry McGuire.

- 3.12 Subcommittee Report
Lusk Community College, 29th May, 2013
(Appendix J)

The report was adopted on the proposal of Cllr. Ken Farrell, seconded by Cllr. Joan Maher.

- 3.13 Subcommittee Report
Luttrellstown Community College, 10th June, 2013
(Appendix K)

The report was adopted on the proposal of Mr Joe Pitcher, seconded by Cllr. Michael O'Donovan.

- 3.14 Subcommittee Report
Riversdale Community College, 16th January, 2013

Child Protection Issues

The incident referred to and the manner of its recording in the report was discussed. It was agreed to refer the minutes back to the Board of Management for further consideration.

3.15 Section 29 Reports
Castleknock Community College X 5, Balbriggan Community College X 1

The reports were adopted on the proposal of Cllr. Gerry McGuire, seconded by Cllr. Michael O'Donovan.

3.16 Section 29 Report
Coláiste Pobail Setanta.

The report was adopted on the proposal of Cllr. Gerry McGuire, seconded by Cllr. Therese Ridge.

Members noted that training on the section 29 process will be held @ 16.00 on the day of the next Board meeting.

4. Business submitted by the Chief Executive Officer

4.1 Finance

The Board's financial position was noted as follows:

Balance per Bank as at 31 July 2013	7,760,509
Plus lodgements made in July/August 2013	19,862,108
Less expenditure in July/August 2013	21,168,733
Balance as on 31 August 2013	<u>6,453,884</u>
Cash on hand as per Bank Statements on 31 August 2013	9,514,981
Outstanding cheques and deposits in transit	<u>3,061,096</u>

It was noted that receipts from bank interest is expected, over the year, to be significantly down on the target set. The matter is being addressed with the Department.

It was also noted that the 2012 V15 for Dún Laoghaire VEC is being finalised for presentation to the Board at its next meeting.

4.2 Staff:

Appointments/Promotions/Resignations/Career Breaks/Job-Sharing /Pro Rata Contracts

Noted

4.3 Building Programme

The following report on the Board's current building programme was noted:

Donabate Community College – All Weather Pitch

The Board's insurer has indicated its intention to settle the original claim for the flood damage to the pitch. Discussions are in hand with Fingal County Council on the manner in which the pitch will be reinstated for which an indicative cost will be established. The Board's legal adviser is submitting particulars of claim to the contractor in anticipation of engagement in the arbitration/conciliation process as required under the contract and if necessary legal action. A proposal for the resurfacing of the library site adjacent to the College, to cater for the recreational needs of the additional cohort of students, is currently with the Department.

Gaelcholáiste Reachrann

A revised cost reconciliation has been submitted to the Department in advance of submitting the full stage 2A.

Temp Accommodation 2013 - Gaelcholáiste Reachrann

Project completed.

Balbriggan Sports Hall/Extension (Devolved Projects)

Following a meeting with the Department in July a revised masterplan is being drafted.

Lucan Community College – Extension

Matters relating to the design team's application for additional fees are currently being addressed.

Castleknock Sports Hall & Classrooms

Stage 2B is approved subject to review, by the Department, of the pre-qualified panel of contractors. The prequalification report is currently with the Department.

Luttrelstown Community College/Scoil Choilm Extension

A meeting on Phase 2 was held recently with the Department at which the preferred design option was accepted. Discussions with the local soccer club on the possible provision of an all-weather pitch are ongoing.

Kishoge Community College (Devolved Project)

The tendering of contractors has been approved by the Department. The site enabling works have commenced.

Ardgillan – Permanent Extension/Temporary Accommodation

Work on phase 1 of the extension is underway. The main contractor installed the additional temporary classrooms in time for the beginning of the new academic year.

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

The outline design was not accepted by the Department and the Board was requested to liaise with Fingal County Council on the possible rezoning of the site adjacent to the College. This site is owned by the Board.

Lusk Community College

Phase 1 is completed with the building now fully occupied. A stage 2A meeting for phase 2 was held in the Department today.

Citywest

The Department has approved "risk management" works to the building which are currently being tendered.

Scoil Niamh CNS (Citywest)

Refurbishment works were completed for the start of the academic year.

Scoil Oscair (CNS, Lucan)

Temporary accommodation was successfully completed.

Scoil Chormaic CNS

Design work on the new building is progressing.

Blackrock Senior College

Issues relating to the supply of windows and treatment of those at the rear of the building have now been resolved. The project is approximately 4 weeks behind schedule. The building is expected to be weather proofed by end of September.

4.4 Miscellaneous

ETB Merger

Members were briefed on the current status of the merger process. They noted that it is expected that staff from the former Dún Laoghaire VEC Head Office will be relocated to Tuansgate by the end of the month.

FÁS Training Centres

Discussions with FÁS, at both local and national level are ongoing to facilitate the changeover for the 1st January, 2014. Work on a training plan for 2014 is underway.

Section 30 Teaching Council Act

Issues relating to teachers employed in the Further Education sector were discussed. The Department's stated position that only registered teachers employed in recognised schools can be paid from exchequer funds with effect from 1st November, was noted.

5. Correspondence from Departments

- 5.1 Circular Letter 0027/2013 Parental Leave Entitlements for Special Needs Assistants in Recognised Primary and Post Primary Schools.

Noted

- 5.2 Circular Letter 0030/2013 Application of pay adjustments and related measures in accordance with the Financial Emergency Measures in the Public Interest Act, 2013.

The circular was adopted on the proposal of Cllr. Gerry McGuire, seconded by Cllr. Jane Dillon Byrne.

- 5.3 Circular Letter 0031/2013 Financial Emergency Measures in the Public Interest Act 2013 - Teacher Salaries.

The circular was adopted on the proposal of Cllr. Gerry McGuire, seconded by Cllr. Guss O'Connell.

- 5.4 Circular Letter 0032/2013 Public Service Stability Agreement 2013-2016 (Haddington Road Agreement) and the Financial Emergency Measures in the Public Interest Act 2013 - Teacher Salaries.

The circular was adopted on the proposal of Cllr. Pat Hand, seconded by Cllr. Joan Maher.

- 5.5 Circular Letter 0033/2013 Public Service Stability Agreement 2013-2016 (Haddington Road Agreement) - Supervision Scheme in Primary Schools.

Noted

- 5.6 Circular Letter 0034/2013 Public Service Stability Agreement 2013-2016 (Haddington Road Agreement) and the Financial Emergency Measures in the Public Interest Act 2013 - Special Needs Assistants.

The circular was adopted on the proposal of Cllr. Donal Marren, seconded by Cllr. Ken Farrell

- 5.7 Circular Letter 0035/2013 Public Service Stability Agreement 2013-2016 (Haddington Road Agreement) and the Financial Emergency Measures in the Public Interest Act 2013 - Clerical Officers and Caretakers.

The circular was adopted on the proposal of Cllr. Gerry McGuire, seconded by Cllr. Ken Farrell

- 5.8 Circular Letter 0036/2013 application of pay adjustments and related measures in accordance with the Financial Emergency Measures in the Public Interest Act, 2013 and the Public Service Stability Agreement 2013-2016 (HRA).

The circular was adopted on the proposal of Cllr. Gerry McGuire, seconded by Cllr. Ken Farrell

- 5.9 Circular Letter 0037/2013 Special Needs Assistants (SNAs) - Supplementary Assignment Arrangements for the 2013/2014 school year.

Noted

- 5.10 Circular Letter 0038/2013 changes to Parental Leave Entitlements.

Noted

- 5.11 Circular Letter 0039/2013 Payment in respect of Substitution for the academic year 2012-2013 in Prisons.

Noted

- 5.12 Circular Letter 0040/2013 Leaving Certificate Vocational Programme (LCVP).

Noted

- 5.13 Circular Letter 0041/2013 Junior and Leaving Certificate Mathematics syllabus for examination in 2015 and subsequent years.

Noted

5.14 Circular Letter 0042/2013 timely submission of September and October Returns for 2013/14.

Noted

5.15 Circular Letter 0043/2013 School Vaccination Programme 2013/2014 – Primary.

Noted

5.16 Circular Letter 0044/2013 School Vaccination Programme 2013/2014 – Post Primary.

Noted

5.17 Circular Letter 0046/2013 Allocation to schools for books.

Noted

5.18 Letter dated 27th June, 2013 regarding Education and Training Boards Terms and Conditions of Chief Executives.

Noted

5.19 Letter dated 9th July, 2013 regarding Transfer of Responsibility for education provision in HSE High Support and Special Care Units.

Noted

5.20 Letter dated 25th July, 2013 regarding travel and subsistence costs in respect of Board/committee meetings.

Members noted the Department's view that the number of statutory meetings of the Board should be restricted to the minimum required in the legislation – Education and Training Boards Act, 2013, and that the location and timing should be chosen in the context of minimising costs. In light of the major change process in which the Board is currently involved and the high volume of business to be transacted it was agreed, on the proposal of Cllr. Dermot Looney, seconded by Cllr. Caitríona Jones that the Board should continue to meet monthly.

6. Correspondence from Other Sources

6.1 Letter dated 6th September, 2013 from IADT concerning vacancy on Governing Body

It was agreed, on the proposal of Mr Don Tipping, seconded by Ms Angela Timlin, to appoint Cllr. Jane Dillon Byrne to the vacant position, subject to the approval of the Minister.

7. **Notice of Motion** “That this Committee agrees that every student who wishes to avail of Transition Year should be facilitated insofar as is possible, and where facilitation is not possible for all students, this Committee recommends that places should be offered by a lottery system” **submitted by Cllr. Ken Farrell.**

The motion was noted and the matter will be raised at the forthcoming Principals’ meeting.

8. **To consider appointment of Youth and Sport Committee.**

It was agreed, on the proposal of Mr Don Tipping, seconded by Cllr. Gerry McGuire to appoint the Youth and Sport Committee as follows:

Cllr. Guss O’ Connell
Cllr. Pat Hand
Cllr. Dermot Looney
Ms Liz Kelly
Cllr. Donna Pierce
Ms Inez Bailey
Mr Tony Clements
Ms Deirdre Baber, Dún Laoghaire/Rathdown County Council
Mr Donal Walsh, South Dublin County Council
Mr John O’Brien, Fingal County Council
Ms Ger Magee, Catholic Youth Council
Ms Miriam Ryan, Foróige

9. **To consider appointment of Board of Management of Lusk Community College.**

It was unanimously agreed to appoint the following:

Cllr. Joan Maher
Cllr. Ken Farrell
Mr. Simon Caffery
Ms. Christine McSorley
Mr. David Higgins
Mr. Graham Harford
Ms. Liz Scott
Ms. Helen O Reilly

10. Any other business at the discretion of the Cathaoirleach.

It was noted that training for Principals on cyberbullying is being organised.

The meeting then concluded

Signature of Cathaoirleach: _____