



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 20th March, 2017 IN ADMINISTRATIVE OFFICES, TUANS_GATE, 1 BELGARD SQUARE EAST, TALLAGHT, DUBLIN, 24

Present: Rose Callan, Cathaoirleach
Cllr. Roderic O’Gorman, Leas Cathaoirleach
Cllr. Ken Farrell
Cllr. Pat Hand
Cllr. Liona O’Toole
Cllr. Mick Duff
Gerry McGuire
Olive Phelan
Claire Markey
Cllr. Ossian Smyth
Dr. John Walsh
Barry Hempenstall
Frank O’Hanlon
Cllr. Sorcha Nic Chormaic

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

Apologies: Frank O’Hanlon
Brian Lawlor
Gerry McCaul
Cllr. Eithne Loftus

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

The family of Eileen Moore, Corporate Services DDLETB.
Anne Henry, Acting Principal in Deansrath Community College, on the death of her brother.
Niamh Woods, Corporate Services, on the death of her mother.

The Chairperson welcomed Cllr Ossian Smyth to his first meeting who replaces Cllr Karen Furlong as Dun Laoghaire Rathdown County Council representative on the Board.

1. Minutes

Minutes of meeting held on 6th February 2017

The minutes were confirmed and signed on the proposal of Dr John Walsh, seconded by Cllr Ken Farrell.

2. Matters Arising

3. Consideration of Reports from Committees

Board of Management Minutes

- 3.1. Ardgillan CC BoM Minutes 30th November 2016
- 3.2. Blackrock FEI BoM Minutes 15th November 2016
- 3.3. Castleknock CC BoM Minutes 6th December 2016
- 3.4. Colaiste de hIde BoM Minutes 6th December 2016
- 3.5. Collinstown Park CC BoM Minutes 8th December 2016
- 3.6. Deansrath CC BoM Minutes 6th December 2016
- 3.7. Dundrum CFE BoM Minutes 24th November 2016
- 3.8. Dun Laoghaire FEI BoM Minutes 6th December 2016
- 3.9. Dun Laoghaire FEI BoM Minutes 24th January 2017
- 3.10. Firhouse CC BoM Minutes 22nd November 2016
- 3.11. Fingal CC BoM Minutes 29th November 2016
- 3.12. Gaelcholaiste Reachreann BoM Minutes 24th March 2016
- 3.13. Kishoge CC BoM Minutes 7th December 2016
Kishoge CC Admissions Policy
- 3.14. Lucan CC BoM Minutes 13th December 2016
- 3.15. Mount Seskin CC BoM Minutes 5th December 2016
- 3.16. Riversdale CC BoM Minutes 11th October 2016
- 3.17. Skerries CC BoM Minutes 29th November 2016

- 3.18. St. Finians CC BoM Minutes 14th December 2016
- 3.19. St. MacDaras CC BoM Minutes 29th November 2016
- 3.20. St. MacDaras CC BoM Minutes 17th January 2017
- 3.21. Stillorgan CFE BoM Minutes 8th December 2016

The above reports were adopted on the proposal of Cllr Ken Farrell, seconded by Dr John Walsh.

Section 29 Appeals

- 3.22. Balbriggan CC 7th Feb 2017 Record of Decision BCC3

The above was adopted on the proposal of Cllr Mick Duff, seconded by Barry Hempenstall.

4. Business submitted by the Chief Executive Officer

- 4.1. Finance
 - Financial Statement

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

Financial report to 28th February 2017

Scheme	Opening cash balance	Receipts	Payments	Closing cash balance
Main Scheme – Pay	(275,815)	15,527,657	16,063,155	(811,313)
Main Scheme – Non-Pay	(4,911,664)	1,170,998	2,267,463	(6,008,129)
Associated Main Scheme	2,742,938	101	508,602	2,234,437
Primary	469,720	271,085	172,070	568,735
Capital	2,171,936	1,891,780	1,442,832	2,620,884
Third Level Grants	426,264	0	11,027	415,237
Non Main Scheme	2,726,584	1,796	3,164,131	(435,751)
Training Centres	3,275,078	10,100,288	6,207,531	7,167,835
Youth Services	86,447	2,337,669	272,016	2,152,100
Agency	591,165	575,540	525,714	640,991
Self-financing	4,169,544	585,074	769,646	3,984,972
Total	11,472,197	32,461,988	31,404,187	12,529,998

DDLETB had circa €12.5m on hand at the end of February. The authorised Main Scheme Non-Pay spending ceiling for DDLETB in 2017 has been confirmed at €7.971m, an increase of circa €197k on 2016. Notwithstanding that, DES will provide only €7.223m in actual cash for the year. Unless additional cash is provided in the course of the year, this will result in an increase in the cumulative deficit on the programme. The current shortfall on Non Main Scheme is because the underlying receipts have been recorded under Training Centres in the short term until SOLAS provide sufficient details to facilitate the correct recording of same. There are no other significant issues to report.

4.2. Buildings' / Capital Report

Report on Capital/Building Programme

Gaelcholáiste Reachrann

Stage 2A has been approved by the Department and the design team is now preparing stage2B. It is expected that a planning application will be lodged by early April.

Balbriggan Community College – New Building

Work on stage 2A is progressing.

Lucan CC – Extension

The stage 2A report was recently approved by the Department. The design team will now prepare the stage 2B report which includes the lodging of a planning application and securing of fire and DAC certificates.

Luttrellstown Community College Phase 2

Stage 2B is with the Department. The project will now be part of a “rapid build” bundle of second level schools, currently being progressed by the Department.

Kingswood Community College

The pre-qualification process for contractors continues, with a closing date of 12th April.

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

The due diligence process on the contractor selected for the enabling works is not yet finalised.

Lusk Community College – Phase 2

A prequalification process for building contractors is underway, due for completion shortly.

Coláiste Chilllain (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

Tender documentation, for a relaunch of the project, is being prepared.

St Aidan’s Community School – New Entrance

The school is being assisted with an application for additional funding.

Mount Seskin – SNU

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

Temporary Accommodation 2016

Gaelcholáiste Reachrann – planning application has been submitted.

Scoil Chormac CNS (Permanent Building)

Completion of the new building is delayed owing to an issue with electricity supply. However, the Department has confirmed that the building will be ready for occupation for the 2017/18 academic year.

Benincasa Special School

Detailed design is progressing.

Summer Works 2016

Coláiste Cois Life (Emergency Lighting) – work being carried out over Easter break

Coláiste De hÍde (M&E Upgrade) – work commencing shortly

St Kevin’s CC (M&E Upgrade) – work underway

St Finian’s CC (M&E Upgrade) – work underway

Eblana Building

The heating upgrade works and work on window surrounds are complete. Roof repairs are in progress and subject to availability of funding, a decision will be made shortly on further necessary works.

Deansrath CC – Canteen Facilities (FET)

Work almost complete.

Deansrath CC - External Lighting (FET)

Work about to commence.

Griffen Community College (New school in Lucan)

School will be located initially in Kishoge Community College. Minor refurbishments may be required.

Swords Community College (New school)

School will be located initially, in temporary accommodation on the site of St. Finian's Community College.

Temporary Accommodation – 2017/18

Additional temporary accommodation will be required at the following schools:

Luttrellstown CC

Lusk CC

Educate Together Primary School, Citywest (DDLETB's building)

Coláiste Cois Life

Gaelcholáiste Reachrann

Kingswood Community College

Skerries Community College

A design team is in place for all projects and applications for planning permission are being submitted. Departmental approval for each project has been sought.

4.3. Staff

- Appointments
- Resignations
- Retirements
- Job Sharers

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

4.4. CEO's Report

Griffen Community College – The CEO informed the Board that Griffen Community College is the name for the new ETB School in Lucan in partnership with Scoil Sinead Ltd. The school is due to be a 1000 pupil, second-level, co-educational school and will be open to all in the catchment area defined in the patronage campaign. The school is due to open in September under Ms Rachel McGrath who is taking up duty on 21st March 2017. Meetings with Scoil Sinead have been ongoing over the past few months and the Principal is working on policies and procedures as well as making practical arrangements for the operation of the school. The model agreement with Scoil Sinead was finally agreed on 20th March. The interim board of management will be in place after 20th March to assist the Principal in managing these early days. The school will be initially accommodated in Kishoge Community College and will move to a site acquired near Lucan East Educate Together Primary School. The new Principal has excellent experience as Deputy Principal in Kildare Town Community School.

Psychological Support Services presented to the senior management team on a proposal to expand psychological support services to deal with additional students. Their proposal will be put into the business case and presented to the Department in the near future.

St Oliver's Training Centre is in use again. There was an initiative called Crossbars which had a visit from the Minister Frances Fitzgerald on 3rd March. The training course was in cycle maintenance and the crossbar initiative was to train eight Traveller man in cycle maintenance and repair to City & Guilds standard. They become part of a very small group of trained cycle mechanics in Ireland.

Balbriggan Adult Education Service held an awards ceremony on 16th February. The largest number of level five graduates ever to obtain full awards were presented with a certificate at that night. It was also a night to remember as the Adult Education Officer in Fingal, Austin Wynne, announced his summer retirement. The CEO thanked Austin and all the team for their excellent work over the years developing the service in the Fingal area.

The Community Training Centres had their 40th Anniversary in Dublin Castle on 6th March at which the Minister attended. It was great to celebrate this very important event for the Community Training Centres of which DLLETB is proud to have three; Blanchardstown, Ronanstown and Dun Laoghaire.

5. Correspondence from the Department

The following correspondence was noted:

- 5.1. Circular 02/2017 (DPER) – Single Service Pension Scheme – Notification of Position on Consumer Price Index Uprating of Referable amounts and Pensions
- 5.2. Circular 05/2017 Teacher Fee Refund Scheme 2016
- 5.3. Circular 06/2017 Prescribed Material for the Leaving Certificate English Examination 2019
- 5.4. Circular 08/2017 Eligibility Criteria for Recruitment/Promotion of Administrative Staff in ETBs
- 5.5. Circular 09/2017 Standardisation of the School year in respect of Primary & Post-Primary Schools for the years 2017/18, 2018/19 and 2019/2020
- 5.6. Circular 12/2017 Approved Allocation of Teaching Posts for 2017/18 in Education & Training Boards
- 5.7. Circular 13/2017 Special Education Teacher Allocation – Primary Schools
- 5.8. Circular 14/2017 Special Education Teacher Allocation – Post Primary Schools
- 5.9. Circular 15/2017 Statutory Requirements for the Retrospective Vetting of Teaching Staff, Non-teaching Staff and Others

6. Correspondence from other sources

The following correspondence was noted:

- 6.1. Ltr dated 8th Feb 2017 from Minister for Education and Skills re: appointment of Student representative, Mr Hugh Breslin, to Governing Body of Institute of Technology, Tallaght.
- 6.2. Ltr dated 16th February 2017 from Cllr. Justin Sinnott re: resignation from the Board of DDLETB
- 6.3. Ltr dated 20th February 2017 from Eithne Dunne re: resignation from Board of DDLETB
- 6.4. Ltr dated 9th March 2017 from Cllr. Karen Furlong re: resignation from Board of DDLETB

7. To consider the appointment of ETB representative on the Board of Management of Blackrock Further Education Institute

Barry Hempenstall was proposed by Dr John Walsh and seconded by Cllr Pat Hand

8. To consider the appointment of ETB representative on the Board of Management of St. Finians Community College

Cllr Duncan Smyth was proposed by Cllr Ken Farrell and seconded by Dr John Walsh

9. To consider the appointment of ETB representative on the Board of Management of St. MacDara's Community College (replacing Eithne Dunne)

Deferred

10. To consider the appointment of ETB representative on the Board of Management of St. Kevins Community College (replacing Cllr Louise Dunne)

Deferred

11. To consider the appointment of ETB representative on the Board of Management of Collinstown Park Community College (replacing Cllr Louise Dunne)

Deferred

- 12. To consider the appointment of ETB representative on the Board of Management of Holy Family Community School Rathcoole (replacing Thérèse Ridge)**

Joanna Tuffy was proposed by and seconded by

- 13. To consider the appointment of ETB representative on the Board of Management of Blakestown Community School (replacing Dr John Walsh)**

Deferred

- 14. To consider the appointment of replacement for Cllr. Karen Furlong on the Audit Committee**

Cllr Mick Duff was proposed by Dr John Walsh and seconded by Cllr Liona O'Toole

- 15. To consider the appointment of ETB nominee to the Irish Public Bodies Mutual Insurances General Meeting**

Cllr Pat Hand was proposed by Dr John Walsh and seconded by Olive Phelan

- 16. To consider the Dublin and Dun Laoghaire ETB Annual Audit Report**

The DDLETB Annual Audit Report was adopted, Proposed by Gerry McGuire and seconded by Dr John Walsh

- 17. To consider the appointment of an interim Board of Management for Griffeen Community College**

Cllr Liona O'Toole was proposed by Claire Markey and seconded by Gerry McGuire.

Cllr Mick Duff was proposed by Cllr Ken Farrell and seconded by Dr John Walsh.

Cllr Paul Gogarty was proposed by Cllr Liona O'Toole and seconded by Cllr Roderick O'Gorman.

- 18. To consider the appointment of an interim Board of Management for Swords Community College**

Gerry McGuire was proposed by Claire Markey and seconded by Dr John Walsh.

Cllr Ken Farrell was proposed by Dr John Walsh and seconded by Cllr Mick Duff.

Claire Markey was proposed by Gerry McGuire and seconded by Cllr Ken Farrell.

19. Community National Schools – Boards of Management

Citywest & Saggart CNS

Conor McGuckin was proposed by Dr John Walsh and Seconded by Cllr Roderic O’Gorman

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

Lucan CNS

Ainnle O’Neill was proposed by Cllr Ken Farrell and seconded by Cllr Mick Duff

Cllr Liona O’Toole was proposed by Claire Markey and seconded by Gerry McGuire

Scoil Aoife CNS

Ian Murphy was proposed by Cllr Ken Farrell and seconded by Dr John Walsh

Cllr Martina Genockey was proposed by Dr John Walsh and seconded by Cllr Ken Farrell

Scoil Cholim CNS

Dr John Walsh was proposed by Cllr Pat Hand and seconded by Cllr Roderic O’Gorman

Cllr Roderic O’Gorman was proposed by Cllr Pat Hand and seconded by Dr John Walsh

Scoil Chormaic CNS

Cllr Grainne Maguire was proposed by Cllr Ken Farrell and seconded by Cllr Roderic O’Gorman

Rosin Halligan was proposed by Rose Callan and seconded by Cllr Ken Farrell

Scoil Ghráinne CNS

Aine Fitzpatrick was proposed by Cllr Mick Duff and seconded by Dr John Walsh

Elaine Dooley was proposed by Dr John Walsh and Seconded by Cllr Mick Duff

20. Any other business at the discretion of the Cathaoirleach

None

The meeting then concluded

Signature of Cathaoirleach: _____