

BP-25-057

Minutes of Board Meeting of Dublin and Dun Laoghaire Education and Training Board (DDLETB)

Date: 19th May 2025

Time: 4:30 pm

Venue: DDLETB Head Office

Present:

Charlotte O'Donovan, Colm Kilgallon, Councillor Angela Donnelly, Councillor Dean Mulligan, Councillor John Walsh, Councillor Mick Duff (Cathaoirleach), Councillor Pamela Kearns, Councillor Thomas Joseph, Councillor Yvonne Collins, Dara Fitzpatrick, David O'Connell, Ken Farrell, Sarah Widaa

Apologies: Brigid Manton, Claire McGing, Councillor Eimear Carbone-Mangan, Councillor Eoghan Dockrell, Councillor Jacqueline Burke, Councillor Michael Clark, Councillor Vicki Casserly, Wayne Carey

In Attendance:

Caitríona Murphy, Chief Executive; Paul Turner, Director of Organisation Support and Development; Thea Jordan, Public Affairs Officer; Claire Keane, Governance; Caroline Daly, Development Officer; Joanne McCloskey, Further Education and Training; Mairead Walsh, Head of Treasury and Procurement; Ross Lynam, Head of Buildings and Capital Projects

Documentation:

Uploaded Electronically

Welcome

The Cathaoirleach, Cllr. Mick Duff welcomed members to the meeting.

1. Apologies/Condolences

Apologies from Brigid Manton, Claire McGing, Councillor Eimear Carbone-Mangan, Councillor Eoghan Dockrell, Councillor Jacqueline Burke, Councillor Michael Clark, Councillor Vicki Casserly, Wayne Carey were noted.

Condolences were extended to all families of staff who have been bereaved since the last board meeting.

2. Declaration of Conflict of Interest

No conflicts were declared.

3. Matters for the Resolution of the Board

3.1 Minutes

The minutes of the previous meeting held on 26th March 2025 were adopted.

Proposed: Cllr. Yvonne Collins, **Seconded:** Charlotte O'Donovan

3.2 Annual Report and Chairpersons Comprehensive Report

The Board approved the adoption of the 2024 DDLETB Annual Report

Proposed: Cllr. Pamela Kearns, **Seconded:** David O’Connell

The Board approved the adoption of the Chairperson’s Comprehensive Report subject to guidance from Department of Education and Youth (DoEY) in relation to Material Matters.

Proposed: Colm Kilgallon, **Seconded:** Ken Farrell

3.3 Secondment Request

The Board reviewed and approved the annual extension of Paddy Lavelle’s continued Secondment from September 2025 to September 2026.

Proposed: Ken Farrell, **Seconded:** Colm Kilgallon

The Board agreed to send a letter to the Department of Education and Youth requesting the formal regularisation of the Acting Chief Executive position as was done last year.

3.4 Boards of Management

The following Boards of Management Appointments by nominated bodies were noted by the Board.

- The appointment of Ann O’Donoghue and Brian Fleming as Archbishop Nominees to the Board of Management of Collinstown Park Community College
- The appointment of Meena Baskarasubramanian, Colm O’Connor and Sarah Hearne as Educate Together Nominees to the Board of Management of Kishoge Community College
- The appointment of Rev Colin McConaghie as Church of Ireland Nominee to the Board of Management of Castleknock Community College

Ken Farrell wishes to resign as Board Member and Chair of the Board of Management in Deansrath CC. Nomination to the Board of Management of Deansrath CC will be sought at the June Board meeting. The Executive expressed their thanks to Ken for his contribution to the BoM in Deansrath.

4. Matters for noting by the Board

4.1 Committees of the Board – Noted

4.2 Correspondence from the Department – Circulars - Noted

4.3 Dual Purpose Centres and Funding

The Chief Executive advised the Board that a draft report was sent to the Department of Education (DoE) in March. DDLETB are awaiting feedback. Board will be informed of any developments.

4.4 Ethos Presentation

Caroline Daly, Development Officer delivered a presentation on ETHOS within DDLETB.

4.5 Further Education and Training Branding

Joanne McCloskey from Further Education and Training (FET) delivered a presentation on FET branding.

4.6 Institute of Public Administration (IPA) Governance Forum

As part of the requirement under the Code of Practice for the Governance of ETB's to provide training to Board and Committee Members, DDLETB have signed up to the IPA Governance Forum. They run online and in-person training sessions that members can attend. Log in details will be circulated and should not be shared.

5 Matters Submitted by the Executive

5.1 Reports from Chief Executive

Chief Executive and Director reports circulated in Board pack and verbally presented to the Board.

Discussions in relation to the capacity in Danu Special School followed. The Executive will bring this to their meeting with DoEY and advise that it was raised at Board meeting. The Board agreed to send a letter to the Department of Education and Youth raising their concerns regarding the capacity of this school.

5.2 Finance Report

Finance report circulated in Board pack in advance of meeting and noted by the Board. Mairead Walsh presented the Finance report to the board.

5.3 Buildings Report

Building report circulated in Board pack in advance of meeting and noted by the Board.

5.4 Staff Profile

Appointments and promotions; retirements - noted

5.5 Policies

Risk Register – noted

Director of OSD confirmed there has been no update to the risk register since the October Board meeting.

6 Matters Submitted by the Board

None.

7. Date of Next Meeting

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16th June 2025 at 4:30pm