

1 Geata Thuain
Ceamóg Belgard Thoir
Tamhlacht, BÁC 24
D24X62W

+353 (01) 4529600
eolas@ddletb.ie
www.ddletb.ie

1 Tuansgate
Belgard Square East
Tallaght, Dublin 24
D24X62W

+353 (01) 4529600
info@ddletb.ie
www.ddletb.ie



Uimhir Charthanais Chlaraithe/Registered Charity Number 20083526

BP-26-077

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

Date: 18th May 2026

Time: 16:30

Venue: DDLETB Head Office

Present:

Brigid Manton, Charlotte O'Donovan, Claire McGing, Colm Kilgallon, Councillor Angela Donnelly, Councillor Dean Mulligan, Councillor Jacqueline Burke, Councillor Michael Clark, Councillor Thomas Joseph, Councillor Yvonne Collins, Councillor Vicki Casserly (Cathaoirleach), Dara Fitzpatrick, David O'Connell, Ken Farrell, Sarah Widaa, Wayne Carey, Councillor Pamela Kearns, Councillor Eimear Carbone Mangan

Apologies: Nichola Spokes, Director of Schools, Mark Mc Donald, Director of Schools, Councillor Mick Duff, Councillor John Walsh, Councillor Ted Leddy

In Attendance:

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

Documentation:

Uploaded Electronically

Welcome

Cathaoirleach, Cllr. Vicki Casserly welcomed members to the meeting.

1. Apologies/Condolences

Apologies were noted.

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

2. Declaration of Conflicts of Interest

No conflicts were declared.

3. Matters for the Resolution of the Board

3.1 The minutes of the previous meeting held on 25th February 2026 were adopted.

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Proposed: Vicki Casserly, **Seconded:** Wayne Carey

3.2 Committees of the Board

Committees' minutes were approved as read.

Proposed; Vicki Casserly **Seconded:** Jacqueline Burke

3.3 Boards of Management Members Appointments

- The appointment of Claire McGing as an ETB Representative to the Board of Management of Sallynoggin College of Further Education

Proposed: Vicki Casserly **Seconded:** Jacqueline Burke

- The appointment of Sorcha Nic Chormaic as an ETB Representative to the Board of Management of Ballinteer Community School

Proposed: Vicki Casserly **Seconded:** Jacqueline Burke

- The appointment of Cllr Lettie Mc Carthy as an ETB Representative to the Board of Management of Ballinteer Community School

Proposed: Vicki Casserly **Seconded:** Jacqueline Burke

- The appointment of Cllr Mick Duff as an ETB Representative to the Board of Management of Tallaght Community School

Proposed: Vicki Casserly **Seconded:** Jacqueline Burke

- The appointment of David O' Connell as an ETB Representative to the Board of Management of Tallaght Community School

Proposed: Vicki Casserly **Seconded:** Jacqueline Burke

- Seeking one nomination of ETB Representative to the Board of Management of Tallaght Community School

Postponed to the June Meeting

- Seeking one nomination of an ETB Representative to the Board of Management of Collinstown Park Community College. Vicki Casserly to step down.

Postponed to the June Meeting

- Seeking one nomination of an ETB Representative to the Board of Management of Sallynoggin College of Further Education.

Postponed to the June Meeting

3.4 Committee Members Claims

Approved.

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Proposed: Vicki Casserly **Seconded:** Wayne Carey

3.5 2026 Service Plan Update

The Service Plan was submitted in March. The Department of Education and Youth requested that it be amended to include two additional sections on Child Protection and the School Completion Programme. These additions were presented to the Board. Once approved, the updated Service Plan will be forwarded to the DEY.

Proposed: Vicki Casserly **Seconded:** Yvonne Collins

4. Matters for noting by the Board

4.1 Correspondence from the Department-Circulars

Noted

4.2 Dual Purpose Centres & Funding

Chief Executive provided an update and next steps. A letter will issue to the DEY regarding the commencement of work with stakeholders and staffing arrangements. Funding currently in place to the end of 2026.

4.3 Special Schools Update

Chief Executive briefed the Board on behalf of Nichola Spokes as she is currently assisting at Belmayne Community Special School. To ensure the school operates as normal, Nichola has been supported by two experienced special school principals to support the daily operations of the school. Furthermore, additional SNA's and a new school secretary have been recruited. It was agreed that Nichola will provide detailed updates about each Special School at the June meeting.

Admissions notices for the special schools have now been published on their individual websites with deadlines for applications to be submitted. Students from last year's waiting list have to reapply this year. It was raised that the information related to the re-applications should be mentioned on the website.

Legal advice provided to the principals in cases of expulsions for violent behaviour in mainstream schools was discussed and it was agreed that consistency advice is very important for Principals.

4.5 Strategy and Implementation

Paul Turner introduced the new head of strategy, Louise Rocks. Louise presented an overview of the strategy development plan for the new 2027-2031 statement of strategy. Louise has informed the Board that the deadline for the final statement of strategy is the end of Q1 2027

with Board approval to be sought in March 2027. Concerns were raised as to whether such an ambitious plan can be complete within the year, but Louise as well as Caitríona have assured the Board that despite the challenges, this timeline is feasible.

A question was raised querying who the external stakeholders are and whether DDLETB students are part of the external stakeholder group. Louise explained that students are part of the internal stakeholder group and a list of external stakeholders includes but is not limited to Community engagement groups, representative groups for underrepresented communities, other government departments, FET team industry partners, Universities to increase tertiary pathways as well as County Councils. It was noted that this list can be expanded upon and circulated.

Thanks was given to Louise for her presentation.

4.6 Annual Report Update

It was noted that the Annual Report is in the final stages of drafting and will be circulated in advance of the June meeting where approval by the Board will be sought prior to submission to the DEY. As concerns were raised in relation to the quorum, it was unanimously agreed that the June meeting will be a Hybrid meeting.

5. Matters Submitted by the Executive

5.1 Reports from the Chief Executive

Chief Executive and Director reports circulated in a Board pack in advance of the meeting and were verbally presented to the Board. Due to the ongoing support required at Belmayne Community Special School, Nichola Spokes will prepare a detailed report to be presented at the June meeting.

It was noted that Pauline Murphy, Head of HR; is retiring. Thanks were expressed for all her hard work over the years with a letter to be sent to Pauline on behalf of the Board.

A suggestion was made to explore trial courses in FET for students with disabilities. The Director of FET has welcomed this suggestion, and further meetings will follow to discuss this matter further. Questions were also raised in relation to accessibility in FET buildings. It was acknowledged that whilst new build facilities are very accessible, older buildings are still in need of renovations. The Board was assured however, that as soon as accessibility concerns are raised, they are addressed and solutions are implemented.

The Board expressed their disappointment that a portion of the preferred site in Swords is now sold. The Director of OSD explained that discussions with the landowner are ongoing in relation to the remaining portion of the site and further updates will be provided at the June meeting. The Board was informed that securing a land in the Swords area is a priority.

5.2 Finance

Monthly 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 noting that there is currently a deficit of €1.8 million with the main scheme pay grant, which is due to a delay in grant receipt.

Charitable donations made to Swords Community College:

Mairead Walsh informed the Board that a donation of €20,000 was made to Swords Community College. The donation was split into €10,000 in the school's name to Pieta House and €10,000 towards developing wellbeing in the school. This donation was approved by the Board.

5.3 Buildings

Monthly Building Report

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

Ross Lynam presented the report to the Board.

Concerns were raised in relation to fire protection works to be carried out at Dun Laoghaire Further Education Institute which can only be carried out when the school is closed. Ross Lynam has informed the Board that the works are already scheduled for completion over the summer.

An update was provided in relation to the Danu Community Special School. The modular builds were complete and the planning process for the new build is currently in the 2nd stage. Ross Lynam addressed concerns in relation to the time frame of this build.

Concerns were raised about safety and reasonable accommodations at the new Balbriggan Community Special School, as it will be opening in ¼ of Castlemills Youth Services and FET. DDLETB continue to work with the DEY on the planning and design for this new special school.

5.4 Staff Profiles

Appointments and promotions; retirements – noted

5.5 Policies

Risk Management/Register – Noted.

Q1 Risk Register Review: The Director of OSD has presented the updated risk register following the Q1 review of the Risk Register informing the Board that 3 new risks have been added to the register:

1. Contracts of/for service
2. Leases
3. Travel & Subsistence

It was also noted that the risk score around GDPR has been increased to reflect an increase in

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data breaches.

Policies were noted.

6. Matters submitted by the Board

6.1 Castleknock Community College Update

Serious concerns were raised by school management as the school is rapidly growing and will not be able to keep its current number of students if the new build is not complete.

Chief Executive informed the Board that communication with DEY about the new build is ongoing and the pressure related to the rapidly growing enrolment is the primary topic of these discussions. The new build project is currently at stage 1 with progress to stage 2A expected in Q4 2026.

7. Date of Next Meeting: 15th June 2026 @ 4.30pm (Hybrid)