

## Minutes of Meeting held on 21 June 2018

A meeting of Louth and Meath Education and Training Board took place  
in Chapel St., Dundalk at 5pm on Thursday, 21<sup>st</sup> June 2018.

<b>CATHAOIRLEACH:</b>	Tomás Sharkey
<b>BAILL I LATHAIR:</b>	Bill Sweeney, Catherine Clair, Ciaran O'Donnell, Jennifer D'Arcy, Maeve A. Yore, Marianne Butler, Nick Killian, Oliver Tully, Maria Murphy, Sean Carey, Damien O'Reilly, Sharon Tolan, Siobhán Greer, Trevor Golden, Peter Savage.
<b>LEITHSCEIL:</b>	Ashimedua Okonkwo, Cormac Bohan, Alan Breathnach, Wayne Harding, Eimear Ferguson.
<b>AR FREASTAIL:</b>	Mr. Martin G. O'Brien, CE Ms. Fiona Kindlon, Director of Schools Ms. Sadie Ward McDermott, Director of FET Mr. Frank Smith, APO Corporate Services Ms. Sinead Murphy, Senior Staff Officer, Buildings Ms. Barbara Brennan, Staff Officer, Corporate Services

### Apologies/Condolences/Congratulations

Apologies were noted from ETB members Ashimedua Okonkwo, Cormac Bohan, Alan Breathnach, Wayne Harding and Eimear Ferguson.

Votes of sympathy were passed in the usual respectful manner.

### **1. Absence Approval**

It was resolved **R. 01/06/2018**

“To approve the absence of LMETB members: Ashimedua Okonkwo, Cormac Bohan, Alan Breathnach, Wayne Harding and Eimear Ferguson.

**Proposed:** Sean Carey

**Seconded:** Jennifer D'Arcy

## 2. Minutes

**2.1 To be resolved:** to adopt the minutes of Board meeting dated 17<sup>th</sup> May 2018

It was resolved **R. 02/06/2018** to adopt the minutes of the meeting of Louth and Meath ETB dated 17<sup>th</sup> May 2018.

**Proposed:** Cllr. Nick Killian

**Seconded:** Bill Sweeney

## 2.2 Matters Arising:

There were no matters arising.

## 2.3 In Committee Business

There was no in committee business.

## 3. Finance

### 3.1 Finance Update

There was no finance update.

## 4. Correspondence

### a. Department of Education and Skills: [Circulars](#)

C/L ref	RE:
0031/2018	Arrangements for the Election of Staff to Education and Training Boards (ETBs) (2018)
0032/2018	Information in relation to Standardised Testing and Other Matters Academic Year 2017/18 and Subsequent Years
0033/2018	Business Syllabus – Leaving Certificate: Revised arrangements for the updating of legislation
0034/2018	Recruitment of Special Needs Assistants (SNAs) - Supplementary Assignment Arrangements for the 2018/19 school year
0035/2018	Prescribed material for Junior Cycle Irish - Specification for Junior Cycle Irish: Irish-medium schools (L1)
0036/2018	Prescribed material for Junior Cycle Irish - Specification for Junior Cycle Irish: English-medium Schools (L2)
0037/2018	Prescribed material for Junior Cycle English
0038/2018	Consultation with the School Community including Teachers, Students and Parents on the Use of Smart Phones and Tablet Devices in Schools
0039/2018	Update on Primary Language Curriculum, Primary Mathematics Curriculum and Notice of Additional School Closure 2018/19
0040/2018	Release Time for Principal Teachers in Primary Schools

Department of Education and Skills Circulars are available to download from the Department's website [www.education.ie](http://www.education.ie)

b. Correspondence received from DES

<i>Date</i>	<i>RE:</i>
21/05/2018	DoES re reminder of ETB Role and Responsibilities re Data Protection Bill 2018
23/05/2018	DoES Devolved Scheme re Trim Educate Together
28/05/2018	From Martin O'Brien DoES to Dir OSD request for info review of NTS in Head Office
30/05/2018	Office of Minister for Education and Skills in acknowledgement of invitation to open Colaiste Clavin
30/05/2018	DoES re Allocation of Teaching Posts
06/06/2018	Office of Minister for Education and Skills re Opening of Colaiste Clavin - apologies
07/06/2018	Appeal under S29 re 5646
07/06/2018	DoES re EWS 18 Fire Safety Works - O'Fiaich College, Dundalk
11/06/2018	DoES re Publication of ETB Accounts for Y/E 31/12/2015

c. Correspondence received from other sources

<i>Date</i>	<i>RE:</i>
15/05/2018	Department of Children and Youth Affairs re allocation of funding with regard to youth work functions in 2018
16/05/2018	Department of Children and Youth Affairs : Letter to advise of Grant funding in respect of Young Peoples Facilities
16/05/2018	EACEA re Approval of Final Report and Notification of Final Payment
17/05/2018	St Ciaran's Community School Kells, BOM Minutes of 17/04/2018 & 20/03/2018
20/05/2018	Dunshaughlin CC re BOM Ratification Noel Dempsey
22/05/2018	Athboy Community School BOM Minutes 16/04/2016
23/05/2018	DKIT re Male Student Rep Governing Body
23/05/2018	DCYA re letter to advise of grant funding in respect of Drogheda Youth Development Project
24/05/2018	Agenda for St Oliver PP BOM
25/05/2018	Linesight Consultancy re Replacement QS Ratoath College. Unable to tender.
28/05/2018	NCSE re Decision Summary allocation O'Carolan College 2018/19
28/05/2018	NCSE re Decision Summary allocation St Oliver PP 2018/19
28/05/2018	NCSE re Decision Summary allocation Ard Rí CNS 2018/19
30/05/2018	Department of Culture, Heritage and the Gaeltacht re Official Languages Act 2003

31/05/2018	DCYA re Stage 3 Profiling for ETB Youth Officers
31/05/2018	St Ciaran's Community School Kells, re notification of new appointment –Principal
05/06/2018	St Ciaran's Community School Kells, BOM Minutes 15/05/2018
05/06/2018	WRC re Change in work practices conditions of employment, demarcation and hours of work.
05/06/2018	Niall Smith Architects report for existing temporary accommodation Abbey Road
06/06/2018	NCSE re allocations 2018/19
06/06/2018	Solas re FET Funding 2018 Initial Capital Allocation
07/06/2018	C&AG re Financial Statements for 31/12/2016
08/06/2018	Grant Thornton Copy of Privacy Notice
08/06/2018	NCSE re Decision Summary Colaiste Clavin
12/06/2018	Athboy Community School BOM Minutes 14/05/2018
12/06/2018	From SOLAS follow up from Strategic Dialogue Meeting of 5 <sup>th</sup> June.
12/06/2018	From Solas – Strategic Performance Agreement 2018-20

d. Correspondence sent

Date	RE:
10/05/2018	From CES Department to SEAI – Energy Return for 2017.
15/05/2018	From Dir OSD to Conor Dunne Asst CE, SOLAS re DP Agreement and SLA on System and Technical Support.
17/05/2018	From Dir OSD to Fiona Healy, Meath County Childcare Committee re survey to be conducted in childcare providers in East Meath as part of <u>Schools Reconfiguration for Diversity Process</u>
21/05/2018	From Dir OSD to Fiona Healy to inform of timeline changes for survey submission
21/05/2018	From Dir OSD to File. Note of survey participants.
25/05/2018	From CE to Irish Licencing Agency re payment of licence renewal
31/05/2018	From CE/ LMETB Chairperson to C&AG - Financial Statement December 2015.
06/06/2018	From Dir OSD to SOLAS/DoES re certified statements 2016.
06/06/2018	From Dir OSD to LMETB Chairperson, Audit Committee Chair, Finance Committee Chair re certified statements 2016.

e. Correspondence sent following Bi Monthly Meeting (17/05/2018)

<i>Date</i>	<i>RE:</i>
21/05/2018	From LMETB Chairperson to Secretary General DoES re staffing concerns
29/05/2018	From Buildings Officer to Minister for Education and Skills re official opening Colaiste Clavin
05/06/2018	From CE to Principals re Bank Account Closures
21/05/2018	From CE to Secretaries of BOMs re newly appointed LMETB representatives
23/05/2018	From CE to Youthreach Coordinators re Child safeguarding Statements
23/05/2018	From CE to School Principals re Child safeguarding Statements
21/05/2018	From CE to BOM Secretaries re minutes noted/ratified

## 5. Committees and Reports

### 5.1 Further Education and Training Report

**5.1.1** Board of Management Minutes (for resolution/noting where appropriate)  
There were no Board of Management Minutes for resolution or noting

**5.1.2** Policies  
There were no Policies for resolution.

### 5.2 Schools' Report

**5.2.1** Board of Management Minutes (for resolution/noting where appropriate)  
Minutes of the Board of Management meeting of Community College Dunshaughlin of 12<sup>th</sup> March 2018. **Noted**

Minutes of the Board of Management meeting of O'Fiaich College of 18<sup>th</sup> April 2018. **Noted**

Minutes of the Board of Management meeting of Ard Ri CNS of 21<sup>st</sup> November 2017. **Noted**

Minutes of the Board of Management meeting of Ard Ri CNS of 16<sup>th</sup> January 2018. **Noted**

Minutes of the Board of Management meeting of Ard Ri CNS of 13<sup>th</sup> March 2018. **Noted**

**5.2.2** Board of Management Memberships (for resolution)  
*Community College Dunshaughlin*  
To be resolved to approve the appointment of Noel Dempsey to the Board of Management of Community College, Dunshaughlin.

It was resolved **R. 03/06/2018** to approve the appointment of Noel Dempsey to the Board of Management of Community College, Dunshaughlin.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Peter Savage

*Athboy Community School*

To be resolved to approve the appointment of three nominees to the Board of Management of Athboy Community School.

It was resolved **R. 04/06/2018** to approve the appointment of Trevor Golden to the Board of Management of Athboy Community School.

**Proposed:** Jennifer D'Arcy

**Seconded:** Cllr. Sharon Tolan

It was resolved **R. 05/06/2018** to approve the appointment of David Gilroy to the Board of Management of Athboy Community School.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Cllr. Trevor Golden

It was resolved **R. 06/06/2018** to approve the appointment of Maureen Murray to the Board of Management of Athboy Community School.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Maeve Yore

*Boyne Community School*

To be resolved to approve the appointment of three nominees to the Board of Management of Boyne Community School.

It was resolved **R. 07/06/2018** to approve the appointment of Trevor Golden to the Board of Management of Boyne Community School.

**Proposed:** Jennifer D'Arcy

**Seconded:** Bill Sweeney

It was resolved **R. 08/06/2018** to approve the appointment of John Condon to the Board of Management of Boyne Community School.

**Proposed:** Cllr. Trevor Golden

**Seconded:** Jennifer D'Arcy

The nomination of a CE nominee was deferred until the next meeting.

**5.2.3 School based Policies (for resolution)**  
Child Safeguarding Statements and Risk Assessment

It was resolved **R. 09/06/2018** to approve the Child Safeguarding Statements and Risk Assessments for Community College, Dunshaughlin.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Sean Carey

It was resolved **R. 10/06/2018** to approve the Child Safeguarding Statements and Risk Assessments for O'Fiaich College, Dundalk.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Sean Carey

**5.2.4 Proposed contributions (for resolution)**

There were a number of proposed contributions from parents/guardians for 2018/19 which required the approval of the Board as follows:

To be resolved to approve the proposed amount of €350 for Parent/Guardian contribution for Transition Year for Colaiste Chu Chulainn/Lu.

It was resolved **R. 11/06/2018** to approve the proposed amount of €350 for Parent/Guardian contribution for Transition Year for Colaiste Chu Chulainn/Lu.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €250 for Parent/Guardian contribution for Transition Year for O'Carolan College, Nobber.

It was resolved **R. 12/06/2018** to approve the proposed amount of €250 for Parent/Guardian contribution for Transition Year for O'Carolan College, Nobber.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €100 for Parent/Guardian contribution for Leaving Certificate Applied for O'Carolan College, Nobber.

It was resolved **R. 13/06/2018** to approve the proposed amount of €100 for Parent/Guardian contribution for Leaving Certificate Applied for O'Carolan College, Nobber.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amounts of €269.45 (excluding adventure trip)/ €444.45 (including adventure trip) for Parent/Guardian contribution for Transition Year for Colaiste de Lacy.

It was resolved **R. 14/06/2018** to approve the proposed amounts of €269.45 (excluding adventure trip)/ €444.45 (including adventure trip) for Parent/Guardian contribution for Transition Year for Colaiste de Lacy.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €270 for Parent/Guardian contribution for Transition Year for Colaiste na hInse.

It was resolved **R. 15/06/2018** to approve the proposed amount of €270 for Parent/Guardian contribution for Transition Year for Colaiste na hInse.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €175 for Parent/Guardian contribution for Leaving Certificate Applied for Colaiste na hInse.

It was resolved **R. 16/06/2018** to approve the proposed amount of €175 for Parent/Guardian contribution for Leaving Certificate Applied for Colaiste na hInse.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €175 for Parent/Guardian contribution for An Cuan for Colaiste na hInse.

It was resolved **R. 17/06/2018** to approve the proposed amount of €175 for Parent/Guardian contribution for An Cuan for Colaiste na hInse.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €85 for Parent/Guardian contribution for Junior Infants for Ard Ri CNS.

It was resolved **R. 18/06/2018** to approve the proposed amount of €85 for Parent/Guardian contribution for Junior Infants for Ard Ri CNS.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €80 for Parent/Guardian contribution for Senior Infants for Ard Ri CNS.

It was resolved **R. 19/06/2018** to approve the proposed amount of €80 for Parent/Guardian contribution for Senior Infants for Ard Ri CNS.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €90 for Parent/Guardian contribution for 1<sup>st</sup> Class for Ard Ri CNS.

It was resolved **R. 20/06/2018** to approve the proposed amount of €90 for Parent/Guardian contribution for 1<sup>st</sup> Class for Ard Ri CNS.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €90 for Parent/Guardian contribution for 2<sup>nd</sup> Class for Ard Ri CNS.

It was resolved **R. 21/06/2018** to approve the proposed amount of €90 for Parent/Guardian contribution for 2<sup>nd</sup> Class for Ard Ri CNS.

**Proposed:** Maeve Yore

**Seconded:** Nick Killian

To be resolved to approve the proposed amount of €85 for Parent/Guardian contribution for 3<sup>rd</sup> Class for Ard Ri CNS.

It was resolved **R. 22/06/2018** to approve the proposed amount of €85 for Parent/Guardian contribution for 3<sup>rd</sup> Class for Ard Ri CNS.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €65 for Parent/Guardian contribution for 4<sup>th</sup> Class for Ard Ri CNS.

It was resolved **R. 23/06/2018** to approve the proposed amount of €65 for Parent/Guardian contribution for 4<sup>th</sup> Class for Ard Ri CNS.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €70 for Parent/Guardian contribution for 5<sup>th</sup> Class for Ard Ri CNS.

It was resolved **R. 24/06/2018** to approve the proposed amount of €70 for Parent/Guardian contribution for 5<sup>th</sup> Class for Ard Ri CNS.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed amount of €70 for Parent/Guardian contribution for 6<sup>th</sup> Class for Ard Ri CNS.

It was resolved **R. 25/06/2018** to approve the proposed amount of €70 for Parent/Guardian contribution for 6<sup>th</sup> Class for Ard Ri CNS.

**Proposed:** Cllr. Maeve Yore

**Seconded:** Cllr. Nick Killian

**5.3 Risk Management report (noting)**

There was no Risk Management report.

<b>6. Leases (for resolution)</b>
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**6.1** To be resolved to approve the proposed licence – Navan Rugby Club.

It was resolved **R. 26/06/2018** to approve the proposed licence between LMETB and Navan Rigby Club.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Cllr. Maeve Yore

**6.2** To be resolved to approve the proposed lease – Unit 2 Dunboyne Business Park.

Sinead Murphy, Buildings Officer, advised that GVA OBUachalla had been procured to provide advice and assistance on property matters. Two of their staff visited Unit 2 in Dunboyne Business Park on Friday 15<sup>th</sup> June with LMETB staff. GVA OBUachalla provided written advice that leasing the property on the proposed terms would not be not suitable for LMETB's purposes.

It was resolved **R. 27/06/2018** not to approve the proposed lease – Unit 2 Dunboyne Business Park.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Cllr. Maeve Yore

**6.3** To be resolved to approve the proposed lease – Unit 14A Dunboyne Business Park.

Sinead Murphy, Buildings Officer, advised that GVA OBUachalla had been procured to provide advice and assistance on property matters. Two of their staff visited Unit 14A in Dunboyne Business Park on Friday 15<sup>th</sup> June with LMETB staff. GVA OBUachalla provided written advice that leasing the property on the proposed terms would not be not suitable for LMETB's purposes. Sinead Murphy advised that LMETB management would discuss the issue with Dunboyne College of Further Education management and that it was a possible that a revised proposal would be presented to the board for consideration in the future.

It was resolved **R. 28/06/2018** not to approve the proposed lease – Unit 14A Dunboyne Business Park.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Cllr. Maeve Yore

**6.4** To be resolved to approve the proposed proposed lease – Railway Street, Navan. Following a discussion on the suitability of the premises it was resolved **R. 29/06/2018** to approve the proposed lease – Railway Street, Navan.

**Proposed:** Cllr. Sharon Tolan

**Seconded:** Cllr. Maeve Yore

<b>7. Policies (all for resolution)</b>
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The resolution of the Board was required for the adoption of the following policies by LMETB.

**7.1** To be resolved to approve the ICT Acceptable Usage Policy (revised).

It was resolved **R. 30/06/2018** to approve the ICT Acceptable Usage Policy (revised).

**Proposed:** Cllr. Maria Murphy

**Seconded:** Siobhan Greer

**7.2** To be resolved to approve the Procurement Policy (revised).

CE recommended that the ETBI template be approved with one modification. He noted that the ETBI template required the following in respect of opening of RFQs and RFTs:

*“All RFQs/RFTs over €15,000 should be opened as soon as possible after the closing date by two people to include one member of the management team and a staff member.”*

CE suggested that the LMETB policy should provide that:

*“All RFQs/RFTs over €15,000 should be opened as soon as possible after the closing date by three people to include one member of the management team (i.e. CE, Director, APO), a staff member and a board member or nominee of the Board (who may not be an employee of LMETB).”*

It was resolved **R. 31/06/2018** to approve the Procurement Policy on the above basis.

**Proposed:** Bill Sweeney

**Seconded:** Ciaran O'Donnell

## 8. Land and Buildings Update (For Resolution)

	School	Project	Stage
1.	Abbey Road HQ, Navan	Electrical Upgrade	Tender documents to be compiled
2.	Abbey Road HQ, Navan	Upgrade Works to Carpark	Plans finalised
3.	Ard Rí Community National School	Temporary classrooms	Contractor commenced onsite
4.	Ard Rí Community National School	Permanent Site	Negotiations progressing
5.	Ardee Community School	Major Devolved Extension	Project due for completion July with external works August
6.	Ardee Youthreach	Premises identified	Initial design received by Consultant
7.	Beaufort College, Navan	Major Extension	Snags ongoing
8.	Beaufort College, Navan	Furniture & Equipment	Ongoing
9.	Bush Post Primary School	Major Devolved Extension	Stage 2 a report received and forwarded to Department of Education. Await date for Stage 2a meeting
10.	Bush Post Primary School	Temporary Accommodation	Ongoing rental
11.	Centre for European Schooling	Refurbishment of Parish Hall	Consultant tender received. Funding being sought
12.	Chapel Street HQ, Dundalk	Modifications to Entrance	Consultant forwarding options
13.	Coláiste Chu Chulainn, Dundalk	New 1,000 pupil school	Partial handover expected for start of new school year
14.	Coláiste Chu Chulainn, Dundalk	Furniture & Equipment	Orders placed
15.	Coláiste Clavin St. Fintina's P.P. Longwood	New 500 pupil school	Final account and snagging ongoing
16.	Coláiste de Lacy, Ashbourne	Phase II - new building for 650 students	Meeting requested with Design Team for update
17.	Coláiste de Lacy, Ashbourne	Phase I – Furniture & Equipment / Campus	Furniture and equipment ongoing. Campus management agreement in place
18.	Coláiste na hInse, Laytown	Pitch	Awaiting decision on request to Department for use of lands for playing pitch
19.	Coláiste na hInse, Laytown	Settlement issue	Report undertaken and forwarded to the Department.
20.	Coláiste na Mí, Navan	Phase II for 650 students	Fire Cert and Disability Access Certificate to be lodged. Stage 2b on target for completion in December
21.	Coláiste na Mí, Navan	Emergency Works Sion House	Final account stage

22.	<b>Coláiste na Mí, Navan</b>	Temporary Accommodation	Ongoing rental
23.	<b>Coláiste Pobail Rath chairn</b>	Summer Works – Toilet refurbishment	Procurement process ongoing
24.	<b>Drogheda Institute of Further Education</b>	Compulsory Purchase Order	Awaiting approval from Department
25.	<b>Drogheda Institute of Further Education</b>	Changing Rooms	Competition cancelled. To be retendered.
26.	<b>Drogheda Institute of Further Education</b>	DIFE Pitch Retention Application	Application lodged with Louth County Council for retention re lights and fencing
27.	<b>Dunboyne College of Further Education</b>	Temporary Prefabs – Phase 3 Kit Out	Contractor Tender documents due 20 <sup>th</sup> June 2018
28.	<b>Dunboyne College of Further Education</b>	Permanent Site	Department approved LMETB to place advert for expression of interest for site
29.	<b>Dunboyne College of Further Education</b>	New Premises to Lease – Unit 2 and 14A	SOLAS approved ETB to rent new units. Consultant tendering commenced for redesign and change of use application
30.	<b>Dunboyne College of Further Education &amp; Ashbourne Youthreach</b>	Fire Safety Audit	Consultant appointed
31.	<b>Dunboyne College of Further Education</b>	Planning	Consultant appointed
32.	<b>Dunshaughlin Community College</b>	Canteen upgrades	Work to commence during summer
33.	<b>Further Education, King Street, Drogheda</b>	Boiler/heating replacement	Awaiting SOLAS funding
34.	<b>LMETB Head Office</b>	New Head Quarter building	Updated cost plan with DoES.
35.	<b>O'Carolan College, Nobber</b>	New 550 pupil school	Planning permission lodged. Fire Cert and DAC to be lodged 29 <sup>th</sup> June 2018
36.	<b>O'Carolan College, Nobber</b>	PA System	To be updated during summer
37.	<b>O'Carolan College, Nobber</b>	Purchase of prefabs	Proposal to purchase prefabs. Quote received. To be forwarded to DoES
38.	<b>O'Fiaich College of Further Education</b>	Emergency Works Roofing Repairs	Work to commence during summer
39.	<b>O'Fiaich College of Further Education</b>	Fire Stopping Application	Approval received from Department. Tendering for Consultant commenced
40.	<b>O'Fiaich College of Further Education</b>	Prefabs decanting from old Longwood school to O'Fiaich	Awaiting tender report
41.	<b>O'Fiaich College of Further Education</b>	Modifications of accommodation and Installation of Equipment for Special Needs student	Emergency Works application lodged with Department.
42.	<b>Percent for Art</b>	Percent for Art in 9 schools. Dundalk additional project.	Varying stages. Art Curator to oversee Dundalk project also.

43.	<b>Ratoath College</b>	Major Extension Retender of QS	Risk report with recommendations forwarded to Department for approval Letter of intent issued to apparently successful new Quantity Surveyor
44.	<b>Ratoath College</b>	Prefabs	Contractor tenders due 25 <sup>th</sup> June 2018
45.	<b>Ratoath College</b>	Summer Works – Roof repairs	Contractor appointed. Work to commence during the summer
46.	<b>RSTC</b>	Emergency Works Extraction System	Preferred Contractor identified. Awaiting funding approval from SOLAS
47.	<b>Scoil Ui Mhuirí, Dunleer</b>	Major Extension	Contractor issued notice to terminate contract
48.	<b>St. Fintina's Longwood</b>	Old school	2 <sup>nd</sup> valuation received
49.	<b>St. Oliver Oldcastle</b>	New Special Needs Unit	Complete. Snagging and final account
50.	<b>St. Oliver Oldcastle</b>	External Play area and courts	Procurement for Consultant underway
51.	<b>St. Peter's College, Dunboyne</b>	Major Extension	Awaiting BCAR final information. Snagging to commence
52.	<b>St. Peter's College, Dunboyne</b>	Major Extension – Furniture & Equipment	Ongoing
53.	<b>St. Peter's College, Dunboyne</b>	Summer Works – Roof repairs	Work to commence after summer
54.	<b>Trim Education Together National School</b>	Refurbishment of former convent Patricks Street	Department requested Master plan of site
55.	<b>Youthreach Navan</b>	Upgrades	Awaiting opening up works to finalise
56.	<b>Youthreach Navan</b>	Temporary Accommodation	Appointment of Consultant underway
57.	<b>Youthreach Laytown/Bettystown</b>	Application for Retention Planning Permission for Temporary 2 storey building & planning application for prefabs for Youthreach	Application to be lodged week commencing 18 <sup>th</sup> June 2018
58.	<b>Youthreach Trim</b>	Electrical Works	Report undertaken by Consultant. Rewiring required. Consultant procurement underway
59.	<b>All premises</b>	Roof Maintenance Contract	Tender for Roof Maintenance Contract for all schools and centres to be advertised
60.	<b>All premises</b>	Life Safety Maintenance Contract	Life Safety Maintenance Contract for all schools and centres (fire alarm, gas detection, emergency lighting etc) to be procured centrally

*\* New projects are highlighted in yellow.*

**Board Functions:**

The acquisition, development and disposal of land, including buildings, or any interest in land, including buildings is an approval function of the board under the *Code of Practice for Governance of ETB's Circular 0018/2015*

The acquisition, holding and disposal of land, or any interest in land is a reserved function under the *Education and Training Boards Act (2013)*

It was resolved **R. 32/06/2018** to approve the Land and Buildings report as presented by Ms. Sinead Murphy.

**Proposed:** Cllr. Damien O'Reilly

**Seconded:** Cllr. Maria Murphy

**9. Section 29 appeals (for resolution)**

It was proposed to approve the findings of the appeal board hearing on 24<sup>th</sup> May, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

It was resolved **R. 33/06/2018** to approve the findings of the appeal board hearing on 24<sup>th</sup> May, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Maria Murphy

It was proposed to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

It was resolved **R. 34/06/2018** to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Maria Murphy

It was proposed to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

It was resolved **R. 35/06/2018** to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Maria Murphy

It was proposed to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

It was resolved **R. 36/06/2018** to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Maria Murphy

It was proposed to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

It was resolved **R. 37/06/2018** to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Maria Murphy

It was proposed to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

It was resolved **R. 38/06/2018** to approve the findings of the appeal board hearing on 14<sup>th</sup> June, 2018 for Community College, Dunshaughlin regarding refusal to enrol on behalf of LMETB.

**Proposed:** Cllr. Nick Killian

**Seconded:** Cllr. Maria Murphy

<b>10. Annual report (for resolution)</b>
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To be resolved to approve the LMETB Annual Report for 2017.

It was resolved **R. 39/06/2018** to approve the LMETB Annual Report for 2017.

**Proposed:** Jennifer D'Arcy

**Seconded:** Bill Sweeney

<b>11. Chairperson's report (for resolution)</b>
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To be resolved to approve the LMETB Chairperson's Report for 2017.

It was resolved **R. 40/06/2018** to approve the LMETB Chairperson's Report for 2017.

**Proposed:** Sean Carey

**Seconded:** Cllr. Maria Murphy

**12. Any other business**

Mr. Frank Smith, APO Corporate and Education Services, advised the Board of a data protection breach. The breach occurred when an employment contract for staff member A was posted to staff member B and an employment contract for staff member B was posted to staff member A. The breach was discovered on 13<sup>th</sup> June. Both staff members were notified and a report has been sent to the Data Protection Commission.

Ms. Fiona Kindlon, Director of Schools, briefed members on the process for prospective patrons of the new post primary school due to open in the Laytown/Drogheda area in 2019.

Ms. Kindlon advised that the application process for patronage of the new primary school in Dunshaughlin is expected to start in October.

Ms. Kindlon advised that difficulties remain in recruiting teachers and that this issue has been brought to the attention of the Department.

CE acknowledged the work of Louth County Council in relation to Colaiste Chu Chulainn and advised members that it is expected that part of the school will be handed over in September and that the contractors are working with a view to handing over a larger area.

CE advised members that the Bishop, Department and parents are conferring regarding Faughart primary school and confirmed that LMETB would accept patronage.

Board of Management Memberships (for resolution)

*Ardee Community School*

To be resolved to approve the appointment of a Board of Management of Athboy Community School for the term from 1 August 2018 to 31 July 2021.

It was resolved **R. 41/06/2018** to approve the appointment of Anthony Durnin to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy                      **Seconded:** Cllr. Sharon Tolan

It was resolved **R. 42/06/2018** to approve the appointment of Mary Ryan to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy                      **Seconded:** Cllr. Sharon Tolan

It was resolved **R. 43/06/2018** to approve the appointment of Mary Clarke to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy                      **Seconded:** Cllr. Sharon Tolan

It was resolved **R. 44/06/2018** to approve the appointment of Eileen McBride to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy                      **Seconded:** Cllr. Sharon Tolan

It was resolved **R. 45/06/2018** to approve the appointment of Colm Markey to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy

**Seconded:** Cllr. Sharon Tolan

It was resolved **R. 46/06/2018** to approve the appointment of Dolores Minogue to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy

**Seconded:** Cllr. Sharon Tolan

It was resolved **R. 47/06/2018** to approve the appointment of Oliver Tully to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy

**Seconded:** Cllr. Sharon Tolan

It was resolved **R. 48/06/2018** to approve the appointment of Canon Peter Murphy to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy

**Seconded:** Cllr. Sharon Tolan

It was resolved **R. 49/06/2018** to approve the appointment of Mary Farrell to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy

**Seconded:** Cllr. Sharon Tolan

It was resolved **R. 50/06/2018** to approve the appointment of Lorraine McMahon to the Board of Management of Ardee Community School.

**Proposed:** Jennifer D'Arcy

**Seconded:** Cllr. Sharon Tolan

There was no further business and the meeting ended.

Sinithe: *John Shley* . 19<sup>th</sup> July 2018.  
Chairperson  
*Martin O'Brien* 19/7/18