

*Bord Oideachais agus
Oiliúna Lú agus na Mí*
Louth and Meath Education
and Training Board

Annual Report 2015

lmetb

1. Louth and Meath Education and Training Board - LMETB

- Chairman's Introduction
- CEO's Foreword
- Mission Statement, Values, Goals
- The Board of LMETB
- Corporate Governance
- Organisation Structures
- Overview and Resumé of Services
- Highlights

2. Head Office Departments

- Finance
- Human Resources
- Corporate & Education Services

3. Schools and Colleges

4. Further Education

5. Training

Chairperson's Introduction



I am delighted to present the Annual Report of Louth and Meath Education and Training Board for 2015. This report covers the period 1st January to 31st December 2015, and is the second Annual Report of the new body - Louth and Meath Education and Training Board.

LMETB has seen significant growth in its schools, programmes and services. Student numbers increase year on year as do staff appointments and school developments. LMETB is the biggest provider of education and training services in the north east with almost 12,000 students at 2nd and PLC level, and approximately 10,000 students in Adult Programmes, Training Centre and Youthreach programmes. LMETB have a growing Regional Skills and Training Centre and have Community Education provision in every town and many villages in the two counties.

I would like to take this opportunity to thank CEO Peter Kierans, the Board, and the management and staff of LMETB for their commitment and dedication to the provision of an inclusive and quality education service.

Go raibh maith agaibh go léir

Cllr. Oliver Tully

Cathaoirleach



Cllr. Nick Killian 1st Chairperson of LMETB
Congratulates incoming Chair Cllr. Oliver Tully

Chief Executives Foreword

After the amalgamation of Louth and Meath VEC in July 2013, LMETB underwent dramatic changes - new structures, policies and procedures brought new challenges and opportunities. Our ethos of care, excellence and innovation continues to shine through.



LMETB has 16 excellent Post Primary Schools, 1 growing Community National School, 8 Youthreach Centres, 3 VTOS Centres and 2 Colleges of Further Education. Dunboyne College of Further Education received their stand-alone Roll Number in 2015 and continues to grow. We have four schools with over 1,000 pupils, Dunshaughlin Community College, Ratoath College, St Oliver's Community College Drogheda and St Peter's College, Dunboyne. Coláiste na hInse, Laytown will soon reach that number after only 8 years in existence.

Both Louth and Meath have seen a huge increase in population over the past ten years. LMETB has catered for the vast majority of the new 2nd level students by building new schools or extending existing ones to accommodate more than 5,000 new students.

LMETB excelled in a wide range of extra-curricular activities. There was participation in many sports with national awards achieved. School musicals, talent shows, concerts, debating, drama and art were just some of the many areas of activity. Our staff were most generous with their time.

As Chief Executive Officer it has been a privilege and honour to lead LMETB and I cannot but thank and commend all of the 2,200 staff who work with professionalism, diligence and commitment.

Peter Kierans
Chief Executive

Mission Statement

“Louth and Meath Education and Training Board is committed to care, excellence and innovation in the education and training of young people and adults through the provision of dynamic services delivered by professional staff”

LMETB Values



The Board of LMETB

Following Local Elections in May 2015, a new 21 member Board was formed in accordance with Part 3, Sections 30 and 31 of the Education and Training Act 2013. On 31st December 2015, the board was as follows:

| Member Name | Nominated By |
|------------------------------|-----------------------------|
| Mr. Liam Reilly | Louth County Council |
| Mr. Oliver Tully | Louth County Council |
| Ms. Maeve Yore | Louth County Council |
| Ms. Marianne Butler | Louth County Council |
| Ms. Tomás Sharkey | Louth County Council |
| Ms. Caroline Lynch | Meath County Council |
| Ms. Sarah Reilly | Meath County Council |
| Mr. Wayne Harding | Meath County Council |
| Ms. Sharon Tolan | Meath County Council |
| Mr. Nick Killian | Meath County Council |
| Mr. Seán Smith | Meath County Council |
| Mr. Trevor Golden | Meath County Council |
| Ms. Catherine Clair | LMETB Staff Representative |
| Mr. Ciarán O'Donnell | LMETB Staff Representative |
| Ms. Ashimedua Okonkwo | LMETB Parent Representative |
| Mr. Cormac Bohan | LMETB Parent Representative |

| Member Name | Designated Categories (3) |
|-------------------------------|---|
| Mr. Bill Sweeney | Representative of Business, Industry and Employers |
| Mr. Seán Patrick Carey | Representative of Learners |
| Ms. Siobhán Greer | Representative of persons engaged in the Management of, or Leadership in, recognised schools. |
| Ms. Jenny D'Arcy | Representative of a body not in the three designated categories. |
| Mr. Alan Breathnach | Representative of a body not in the three designated categories. |

Function of the ETB Board

The General function of an Education and Training Board as stated in the Education and Training Board 2013 shall be to—

- a) establish and maintain recognised schools, centres for education and education or training facilities in its functional area,
- b) when directed to do so by the Minister under *section 20*—
 - i. establish and maintain recognised schools in its functional area,
 - ii. establish and maintain centres for education in its functional area,
 - iii. maintain centres for education or recognised schools in its functional area, and
 - iv. establish, maintain or resource education or training facilities in its functional area,
- c) plan, provide, co-ordinate and review the provision of education and training, including education and training for the purpose of employment, and services ancillary thereto in its functional area in—
 - i. recognised schools or centres for education maintained by it,
 - ii. education or training facilities maintained or resourced by it,
 - iii. children detention schools,
 - iv. prisons, and
 - v. facilities maintained by other public service bodies,
- d) enter into arrangements with, and provide support services to, education or training providers, in accordance with *section 22*,
- e) establish scholarships in accordance with *section 24*,
- f) adopt a strategy statement in accordance with *section 27*,
- g) adopt an annual service plan in accordance with *section 47*,
- h) co-operate with any body nominated to carry out the internal audit functions under *section 52*,
- i) provide education and training at the request of, and on behalf of, any body which funds training out of money provided to that body by the Oireachtas,

-
- j) support the provision, co-ordination, administration and assessment of youth work services in its functional area and provide such information as may be requested by the Minister for Children and Youth Affairs in relation to such support, and
 - k) assess whether the manner in which it performs its functions is economical, efficient and effective.

Ethics in Public Office Act and the Standards in Public Office Act.

Each member of the Board of an ETB must comply with the relevant provisions of the Ethics in Public Office Act, 1995 and the Standards in Public Office Act, 2001.

Disclosure of Registerable Interests

The Ethics in Public Office Act 1995 provides for the disclosure of registerable interests by holders of designated directorships in public bodies prescribed for the purposes of the Ethics legislation. Board members are required to provide annual Disclosures of Interests in respect of issues that could materially influence the performance of functions.

Committees of Education and Training Boards

Part 5 44.-(1) Subject to *section 45*, an education and training board may establish committees to-

- a) perform such one or more of its functions as, in its opinion could be better or more conveniently performed by a committee, or
- b) advise it in relation to the performance by it of any of its functions

and may determine the terms of reference and regulate the procedure of any such committee.

A committee established under *subsection (1)* shall consist of not more than 12 members and may, subject to *subsection (9)* and (12)(c), consist partly of members who are not members of the education and training board concerned.

Finance Committee and Audit Committees

The following committees were established in accordance with Section 45. – (1) of the Education and training Board Act 2013.

| LMETB Audit Committee – Date Appointed 25th June 2015 | |
|---|----------------------------|
| Name | |
| Paul Morgan | External (Chairman) |
| Liam Coleman | External |
| Martin Kelly | External |
| Caroline Lynch | Internal |
| Cormac Bohan | Internal |
| Bill Sweeney | Internal |

| LMETB Finance Committee – Date Appointed 25th June 2015 | |
|---|----------------------------|
| Name | |
| Oliver Tully | Internal (Chairman) |
| Brendan McKenna | External |
| Ashimedua Okonkwo | Internal |
| Bill Sweeney | Internal |
| Nick Killian | Internal |

Board Meetings

Schedule 3 paragraph 2 (1) of the Education and Training Board Act 2013 - *subject to the provisions of this paragraph and section 31 - every education and training board shall hold such and so many meetings, at such times, and in such places as it thinks proper.*

Paragraph 2 (2) *Every education and training board shall hold at least one meeting in every 2 months other than the months of July, August and September.*

Paragraph 2 (3) *Every education and training board shall hold at least one meeting during the period commencing on the 1st day of July and ending on the 30th day of September in every year.*

The Board held 9 meetings in the period 1st January– 31st December 2015. A register of attendance is maintained. Minutes are maintained and adopted in support of Board meetings.

Members record of attendance at Board meetings and details of their expenses are recorded on page 20 of this report.

Corporate Governance

Corporate governance comprises the systems and procedures by which entities are directed and controlled. State bodies, including Education and Training Boards (ETBs), must serve the interests of the taxpayer, pursue value for money in their endeavours (including managing risk appropriately), and act transparently as public entities.

The Board (i.e. the entity comprising elected and appointed members of the ETB) is responsible and accountable for the proper direction and control of the ETB.

In order to deliver good governance in the ETB, the Board must act in the interest of the ETB at all times, consistent with the requirements of legislation and government policies, avoiding self-interest and the interests of third parties, including bodies which have elected or nominated them.

Code of Practice for the Governance of Education and Training Boards

The primary legislation governing education and training boards is the Education and Training Boards Act 2013, which must be observed at all times. The Code of Practice for the Governance of Education and Training Boards Circular Letter No. 0018/2015, whilst it sets out guidelines in certain situations, should be primarily considered as a set of standards for members and staff of the Board. Members and staff are expected to ensure that their activities in relation to the ETB are governed at all times by these standards, in letter and in spirit. Where a Board chooses not to comply with a provision of the code then a full explanation for this course of action should be provided.

The Code of Practice provides a framework for the application of best practice in corporate governance in education and training boards. Boards are required to confirm to the Minister for Education and Skills that they comply with the up-to-date requirements of the Code in their governance practices and procedures.

Board members and staff of ETBs should be guided by the principles set out in the Code of Practice document in meeting their responsibility to ensure that all of their activities meet the highest standards of corporate governance.

Organisational Structure of LMETB

| | | |
|----------------------|--|--|
| Head Offices: | Chapel Street Dundalk Co. Louth | Abbey Road Navan Co. Meath |
| Tel: | 042 93 34047 | 046 90 68200 |
| Fax: | 042 93 39412 | 046 90 29821 |
| Email: | education@lmetb.ie | education@lmetb.ie |
| Website: | www.lmetb.ie | www.lmetb.ie |

| Senior Management Team | |
|--|--|
| CEO | Peter Kierans |
| Education Officer | Máire Ní Bhróithe <i>Sept 2013 – Aug 2015</i> Elizabeth Lavery <i>Sept 2015 – To Date</i> |
| Adult Education Officers | Sadie Ward-McDermott Elizabeth Lavery <i>February 2015 – Aug 2015</i> Imelda Prunty <i>Sept 2015 – To Date</i> |
| Area Manager – Regional Skills and Training | Peter Egan |
| Corporate & Education Services | Bernadette Walsh |
| Human Resources | Nuala O’Neill (<i>Meath</i>) Joan Regan (<i>Louth</i>) – On Secondment |
| Finance | Frank Smith (<i>Meath</i>) Anne Whyte (<i>Louth</i>) |

Overview and Resumé of Services

LMETB is a local statutory education and training authority with responsibility for education, youth work and a range of other statutory functions. LMETB manage and operate:

- 16 2nd level schools including 3 with PLC components
- 2 PLC colleges
- 1 Community National School
- 1 Training Centre
- 1 Centre for European Schooling
- 8 Youthreach Centres
- A range of further education and training centres delivering education and training programmes
- Joint Patron of 6 Community Schools at: Ardee, Kells, Trim, Athboy, Ashbourne, and Ballymakenny College Drogheda

LMETB are active in local communities through the direct provision of training and education programmes delivered in Training Centres, Colleges and other training and educational settings. LMETB seek to make a real difference to the lives of the people they serve.

Schools and Colleges

| | | |
|-------------------------------|--|---------------------------------------|
| Beaufort College Navan | Bush PPS Dundalk | Coláiste De Lacy Ashbourne |
| Coláiste Chú Chulainn Dundalk | Coláiste na hInse Laytown | Coláiste na Mí Navan |
| Coláiste Pobail Rathcairn | Dunshaughlin Community College | O'Carolan College Nobber |
| O'Fiaich College Dundalk | Ratoath College | Scoil Uí Mhuirí Dunleer |
| St. Fintina's PPS Longwood | St. Oliver's CC Drogheda | St. Peter's College Dunboyne |
| St. Oliver PPS Oldcastle | Drogheda Inst. of Further Ed | Dunboyne College of Further Education |
| Ard Rí CNS Navan | Centre for European Schooling Dunshaughlin | |

Further Education and Training

| Further Education and Training | Centres | | |
|--|-------------------------------|---------------------|--------------|
| Regional Skills and Training Centre | Dundalk | | |
| VTOS | Drogheda | Dundalk | Navan |
| Adult Learning Services | Drogheda | Dundalk | Navan |
| Adult Guidance | Trim | Kells | Oldcastle |
| Back to Education Initiative | Mosney | Laytown/ Bettystown | Dunshaughlin |
| Community Education | Dunboyne | Athboy | Ashbourne |
| Evening Course Provision | 11 centres in Louth and Meath | | |
| Music Generation | Louth | | |
| Youth Services | Louth | Meath | |
| EU Projects | Meath | Louth | |
| Quality Assurance | Louth | Meath | |

Youthreach

| Youthreach | Centres | |
|------------|-----------------------------|-------------------------------------|
| | Drogheda | Dundalk |
| | Youthreach Foundation Navan | Y/R Progression & Hi-Way Café Navan |
| | Trim | Kells |
| | Ashbourne | Laytown/Bettystown |

LMETB Highlights

Young Historian & Francis Ledwidge Poetry Award

In April, Slane Castle hosted LMETB Young Historian and the inaugural Francis Ledwidge Poetry Award. Dunshaughlin Community College led the way on the prizes but all schools involved showcased wonderful historical models, posters and written pieces. The Young Historian started as a school initiative in O'Carolan College, Nobber in 2006 and is co-ordinated by Amanda Scully.



The Francis Ledwidge Poetry Award was open to all students from schools and centres across Louth and Meath the overall prize was won by a student from Scoil Uí Mhuirí, Dunleer. The Francis Ledwidge Poetry Awards were co-ordinated by Elma McMahon, Youth Officer LMETB with prizes presented by Damien English TD, Minister of State for Skills, Research and Innovation, CEO Peter Kierans, Rosemary Yore (Francis Ledwidge Museum) and Oliver Tully Chairperson LMETB and Wayne Harding Board member LMETB.



New LMETB Head Office

Following approval from Ruairí Quinn TD – Minister for Education and Skills for a new Head Office in Drogheda Co. Louth, an application for planning permission was lodged in October 2015. The new two storey administrative head office will be situated on the site of St. Oliver's Community College at Marley's Lane/Rathmullen Road, Drogheda, Co. Louth and will be

exclusively occupied by LMETB for the purpose of administering education and training services in the Louth and Meath Areas. The Finance, Human Resource and Corporate Education Services departments will be permanently located in the new building along with offices for Further Education, Youth Services and ICT.



Musical Extravaganza

Louth and Meath Education and Training Board hosted their Musical Extravaganza in An Táin, Dundalk in March 2015. This involved 400 students from schools and centres from all over Louth and Meath including O'Carolan College Nobber, Coláiste na hInse Laytown, Bush Post Primary School Dundalk, Beaufort College Navan, Coláiste Chú Chulainn

Dundalk , O'Fiaich College Dundalk, Scoil Uí Mhuirí Dunleer, St Oliver's Community College Drogheda and Ashbourne Youthreach. The event was co-ordinated by LMETB's Youth Officer Elma McMahon along with teachers - Paul Strachan (Coláiste na hInse), Carmel Quigley (O'Carolan College), Suzanne Markey (Beaufort College), Declan Clarke (Scoil Uí Mhuirí), Karen Masterson (O'Fiaich College) and students from Coláiste na hInse.

Teach Meet

On March 21st 2015, 130 teachers from LMETB gathered in Coláiste na Mí in Navan to participate in the first ever TeachMeet. This innovative CPD (Continuous Professional Development) day was initiated by Ms. Máire Ní Bróithe, Education Officer for LMETB and ably supported by an organising committee from a number of LMETB schools. The event provided workshops on - Twitter for Teachers, Toraíocht, Building Learning Power, Restorative Practice, The Flipped Classroom and Creativity Education.



Get the Numbers, Write

In 2015, LMETB in partnership with TV3 produced a television programme which followed the lives of 5 learners. Chris Duffy, Geraldine Dunphy, Nadia Jerogova, Richard McCormack and Johnny Carolan. Over the course of three months the five adult learners – all of whom have returned to adult learning at LMETB – came together with the aim of bringing literacy and numeracy projects directly into the communities of Navan, Dundalk and Drogheda; to help others, create awareness, remove the stigma and improve literacy skills at local level.



TutorMeet

Following on from the very successful TeachMeet event, it was decided to hold a similar event called TutorMeet for over 100 teachers and tutors involved in further education.



TutorMeet was an organised but informal meeting for tutors to share good practice, innovation, knowledge and know how. Creativity, Positivity, Active learning, Living in the Moment and Reflective Practice were just some of the topics touched upon in this innovative event.

Spraoi Mór

LMETB's Spraoi Mór was held in April 2015 in the Barbican Centre Drogheda, Co. Louth. Invited guests and parents enjoyed wonderful performances which celebrated the talent of staff and students from Youthreach centres in Dundalk, Drogheda, Trim, Kells, Ashbourne, Laytown/Bettystown, Navan Progression and Navan Foundation.



The work involved in the preparation and production of this wonderful event is now part of the annual Youthreach Calendar. The event was co-ordinated by Youth Officer Elma McMahon with Education Officer and Youthreach County Co-ordinator Liz Lavery.

Head Office Departments

Finance

Human Resources

Corporate and Education Services

Finance

Louth and Meath ETB

Annual Finance Report for year ended 31 December 2015

(1) Summary

| | Year ended 31 Dec 2015 |
|-------------------------------------|------------------------------|
| Expenditure | |
| Pay (schools & HO) | 52,738,274 |
| Other non pay (schools & HO) | 3,540,937 |
| Associated Programmes (Schools) | 2,461,692 |
| Youthreach | 4,393,946 |
| VTOS | 2,266,789 |
| Scholarships and grants | 417,165 |
| Adult Education Guidance | 279,142 |
| Adult Literacy | 1,479,763 |
| Community Education | 536,840 |
| Back to Education | 1,755,894 |
| Other further education | 1,285,377 |
| Regional Skills and Training Centre | 20,656,921 |
| Youth Services | 236,515 |
| Agencies and Self Financing | 7,896,295 |
| Capital | 7,405,674 |
| Total | 107,351,224 |
| Total Receipts | 105,533,589 |
| Surplus/(deficit) | (1,817,635) |

(2) Commentary

The primary reason for the deficit during 2015 was that Further Education and Training expenditure reflected an opening surplus carried forward from 2014 and that SOLAS reduced 2015 funding by €1.5m based on quarter three returns.

Chief Executive's Salary

In accordance with pay scales approved by the Department of Education and Skills, the Chief Executive earned a salary of €121,051.02 (excluding employer's PRSI) during the year ended 31st December 2015. The CE did not undertake any foreign travel for ETB business purposes during the period. The CE is a member of an unfunded defined benefit public sector scheme and the pension entitlements do not extend beyond the standard entitlements available under the scheme.

LMETB Board Members Expenses

In accordance with the requirements of Department of Education and Skills - Circular Letter 0018/2015, the following table outlines ETB Members expenses.

| LOUTH AND MEATH EDUCATION AND TRAINING BOARD | | | | | | | | |
|---|--------------------|------------------------|---------------------------|--------------------------------------|------------|---------------|-----------------------------|---------------------------------|
| 23 Board members' expenses | | | | | | | | |
| Expenses are paid to Board members for travel to Board-related meetings. | | | | | | | | |
| The aggregate expenses paid to each member in the twelve months to 31st December 2015 were: | | | | | | | | |
| Board member | Statutory Meetings | Interview Boards T & M | Interview Boards Fees (1) | Attendance at Conferences / Seminars | Other | Total | No. Board Meetings Attended | Total No. Meetings held in 2015 |
| | € | € | | € | € | € | | |
| Oliver Tully (Chair) | 1,352 | 349 | 979 | 1,201 | 40 | 3,922 | 9 | 9 |
| *Sally Anne Alexander | 192 | 0 | 0 | 0 | 0 | 192 | 3 | 9 |
| Cormac Bohan | 124 | 0 | 0 | 0 | 0 | 124 | 6 | 9 |
| Alan Breathnach | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 9 |
| Marianne Butler | 158 | 0 | 0 | 0 | 0 | 158 | 4 | 9 |
| Sean Carey | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 9 |
| Catherine Clair | 659 | 0 | 0 | 0 | 0 | 659 | 9 | 9 |
| Jennifer D'Arcy | 444 | 0 | 0 | 0 | 0 | 444 | 7 | 9 |
| Trevor Golden | 0 | 0 | 0 | 0 | 0 | 0 | 8 | 9 |
| Siobhan Greer | 536 | 845 | 3,103 | 0 | 44 | 4,528 | 8 | 9 |
| Wayne Harding | 254 | 1,014 | 6,890 | 91 | 74 | 8,324 | 6 | 9 |
| Nick Killian | 451 | 273 | 554 | 693 | 0 | 1,971 | 9 | 9 |
| Caroline Lynch | 584 | 0 | 0 | 245 | 0 | 828 | 9 | 9 |
| Ciaran O'Donnell | 754 | 0 | 0 | 612 | 0 | 1,366 | 9 | 9 |
| Ashimedya Okonkwo | 590 | 0 | 0 | 673 | 0 | 1,262 | 8 | 9 |
| Liam Reilly | 239 | 0 | 0 | 0 | 0 | 239 | 7 | 9 |
| Sarah Reilly | 464 | 0 | 0 | 0 | 0 | 464 | 7 | 9 |
| Thomas Sharkey | 102 | 13 | 0 | 0 | 0 | 115 | 6 | 9 |
| Sean Smith | 463 | 0 | 0 | 0 | 0 | 463 | 4 | 9 |
| Bill Sweeney | 1,237 | 0 | 0 | 685 | 0 | 1,922 | 8 | 9 |
| Sharon Tolan | 601 | 0 | 0 | 0 | 0 | 601 | 8 | 9 |
| Maeve Yore | 415 | 0 | 0 | 0 | 0 | 415 | 7 | 9 |
| TOTAL | 9,617 | 2,494 | 11,526 | 4,200 | 158 | 27,996 | | |
| * Replaced by Sean Carey in September, 2015 | | | | | | | | |
| (1) Amounts shown for Interview Board Fees are gross before applicable taxation. | | | | | | | | |

Human Resources

The Human Resources Department of Louth and Meath Education and Training Board provides support to over 2,200 staff delivering education services in our schools and centres throughout counties Louth and Meath. Our aim is to attract and retain exceptional staff and support them in their employment by developing and maintaining best practice HR structures, policies and procedures. The following activity and developments took place during 2015:

Recruitment and Selection

Staff vacancies are advertised on our website www.etbjobs.ie and applications are received on-line. Candidates proposed for appointment to teaching posts by Louth and Meath ETB must (a) be registered in accordance with section 30 and 31 of the Teaching Council Act 2001 and (b) have qualifications suited to the purpose of the teaching post to which s/he is proposed for appointment. New appointees are also subject to Garda Vetting procedures and assessment of medical fitness. A total of 267 posts were advertised during the period Jan – Dec 2015 and ranged from Principal, Deputy Principal, VTOS Co-ordinator, Adult Literacy Resource Person, Youthreach Resource positions, Posts of Responsibility, Teacher, Tutor, SNA, Assistant to PLC student, School Transport Escort, Project Worker Apprenticeship Instructor, Cover Instructors, Administrative and Maintenance positions.

Introduction of new Policies and Procedures

Louth and Meath Education and Training Board is required to implement policies and procedures in accordance with Department of Education and Skills guidelines.

New policies and procedures introduced by Human Resource Section during 2015 included:

0015/2015 Revised Payment Mechanism for Casual and Non-Casual Teachers with effect from the Commencement of the 2015/16 School Year – Cessation of “Rolled-up Holiday Pay”

0024/2015 Implementation of the recommendation of the expert group on Fixed Term and Part-time employment in Primary and Second Level Education in Ireland

0026/15 Advance preparation for the commencement of statutory requirements for Garda vetting under the National Vetting Bureau (Children and Vulnerable Persons) Act 2012

0028/15 Public Service Pension Reform: Revised rate of compound interest for use in the calculation of refunds to the Exchequer

0041/15 Recruitment of Special Needs Assistants (SNAs) - Supplementary Assignment Arrangements for the 2015/16 school year:

0053/2015, 0054/2015 and 0063/2015 Sick Leave Scheme for Registered Teachers/ SNA's/all other staff in Recognised Primary and Post Primary Schools

0065/2015 Revised Payment Mechanism for Casual Special Needs Assistants (Substitute SNAs) with effect from the Commencement of the 2015/16 School Year - Cessation of “Rolled-up Holiday Pay”

0075/2015 Job-sharing Scheme for Registered Teachers in recognised Primary and Post-Primary schools

0078/2015 Carer's Leave for all staff other than persons employed as Teachers/Special Needs Assistants employed in Education and Training Boards

0079/2015 Career Break Scheme for all staff other than persons employed as Teachers and Special Needs Assistants in Education and Training Boards

0080/2015 Maternity Protection Entitlements for all staff other than persons employed as Teachers/Special Needs Assistants in Education and Training Boards

Pay Administration

The pay administration function is managed by HR and effective communication regarding staff commencement, staff movement/leave entitlements is vital to ensure accuracy of salary payment to staff. Queries in relation to staff pay including claims for incremental credit for previous service and statements of service for staff leaving are handled by HR staff. Our pay administration function was managed in full from our Dundalk Office with new procedures in place to ensure the smooth handling of salary payments following the recruitment and selection process.

Staffing Levels & Student Enrolments

The Government's Employment Control Frameworks (ECF'S) continue across the public service and returns in respect of non-teaching grades were reported to the Department of Education and Skills on a quarterly basis. The overall non-teaching staff complement which includes Management and Administrative staffing, Maintenance support staff, Regional Training Centre including instruction, VTOS and Youthreach staffing recorded at Dec 2015 was **225.12 wte**. Of note are the following:

The Administration Staffing complement in Louth and Meath ETB as at December 2015 was **59.64wte**.

Regional Training Centre staff complement including Administrative staff, Maintenance staff and Instruction staff reported as at Dec 15 was **50.80 wte**

Maintenance support staffing as at Dec 15 was **39.78 wte** and comprised of part-time and full-time staff within schools and centres of Louth and Meath ETB.

Special Needs Assistants

The number of Special Needs Assistant positions is considered a vital support role in the education of students with special needs. The number of posts as at Dec 15 was **75.25 wte**.

Teaching Staff

Allocation of teaching posts is determined firstly by the second level enrolment numbers for the previous school year. Further teacher allocation is obtained for resources relating to special needs. Additional applications relating to compensatory hours for Programme Co-ordinator Post, Directors of Adult Education, curricular concessions and PLC Programmes are also considered for additional allocation.

Teacher Allocation figure increased significantly due to increased enrolments throughout schools of Louth and Meath ETB. Teacher allocation figure at Dec 15 was **805.44 wte**.

Posts of Responsibility – In-School Management

The moratorium on Recruitment and Promotions in the Public Service introduced by the Government continued during 2015. Alleviation measures at post-primary level was granted however, to ensure schools did not fall below a minimum level of middle management supports at

Assistant Principal Level. Although the number of students increased significantly throughout the schools of Louth and Meath ETB, the overall posts of responsibility positions did not increase. Appointments to posts of responsibility were approved to new schools only and to schools below the threshold set by DES.

Student Enrolments

Second level and PLC student numbers within schools of Louth and Meath ETB amounted to 11,683 as at Dec 15. Increased student numbers were recorded also in our Adult and Further Education service with the development of new courses introduced to reflect student needs due to the changing economy.

Management of Staff Leave Entitlements

Louth and Meath ETB recognise the personal needs and obligations of staff and where possible within relevant guidelines, facilitates various leave entitlements to meet such needs. Applications for leave to HR Dept. during Jan 2015 – Dec 2015 included Career Break, Secondment, Parental Leave, Paternity Leave, Maternity Leave, Marriage Leave, Job-share and Work-share applications.

Maintenance of all other staff records include staff absences due to illness, annual leave, compassionate leave, force majeure leave, unpaid leave, flexi-time and the update of personal files in accordance with audit/organisational requirements.

SUPERANNUATION AND RETIREMENT BENEFITS

For the most part, staff members of Louth and Meath ETB are eligible to join the ETB's two main superannuation schemes - Vocational Teachers' Superannuation Scheme and the Education Sector

Superannuation Scheme. Both schemes which are administered by the HR Section, form part of the Public Service Transfer Network and service is therefore transferable between certain bodies. The New Single Service Pension Scheme for staff appointed for the first time to Public Sector after Jan 2013 continues to be operated.

Applications for retirement benefits are calculated and approved for payment following a full review of the employee's service history.

Other work in the area of superannuation includes:

Requests for transfer of service for superannuation purposes

Purchase of past non-reckonable service

Purchase of notional service

Applications for statements of service

Repayment of refunds of superannuation/gratuities

Queries regarding the various retirement schemes including Cost Neutral Early Retirement Scheme, Ill-health Retirement, Early Retirement Scheme for Teachers

Networking Groups

On-going meetings took place throughout the period between HR and various groups across the organisation including:

CEO

Principals and Deputy Principals

Adult and Continuing Education Forum

Youthreach Co-ordinators

Head Office Admin Senior Management Team

General Administration Meetings

Finance Section

These meetings continue to take place on a regular basis and the outcome of such meetings includes greater efficiency in the implementation of processes / procedures; effective delivery of services and positive relationships with others.

Training and Development

Louth and Meath ETB is strongly committed to continuous support of staff personal and professional development and strives to encourage and support staff to access professional development programmes that reflect the needs of the individual, their school/centre and Louth and Meath ETB.

Training and development in Louth and Meath ETB is conducted at both a local and centralised level and incorporates activities on a formal and informal basis. Typical development activities include seminars, formal training programmes (e.g. IETBI training; induction etc.), networking groups and informal coaching sessions. An induction day for new staff is co-ordinated by HR and held in our Admin Office yearly and all applications for in-service/training programmes are processed by the HR Section.

Corporate and Education Services

Building Report

St. Fintina's Post Primary School Longwood

Size: 200 – 500 Pupils

Project Description: New School

Project Stage at December 2015: Stage 4 – Under Construction

Architect: McCarthy O'Hora Architects



Beaufort College Navan

Size: 550 – 875 Pupils

Project Description: Extension

Project Stage at December 2015: Stage 3 – Awaiting Tender Report Approval

Architect: Opperman Associates Architects



St. Oliver's Community College, Drogheda

Size: 1,100 – 1270 Pupils

Project Description: Extension

Project stage at December 2015: Stage 5 – Final Account

Architect: Van Dijk Architects



Building Report Contd.

St. Peter's College, Dunboyne

Size: 1,000 – 1,225 Pupils

Project Description: Major Extension

Project stage at December 2015: Stage 2b – Awaiting approval to go to Tender

Architect: Ann Blackwell Architects



St. Oliver Post Primary School, Oldcastle

Size: 200 – 550 Pupils

Project Description: Specialist Room Extension

Project stage at December 2015: Stage 4 – Under Construction

Architect: Ann Blackwell Architects



Ratoath College, Ratoath Co. Meath

Size: 825 – 1,300 Pupils

Project Description: Major Extension

Project stage at December 2015: Stage 4 – Under Construction

Architect: McGarry Ní Éanaigh Architects



Building Report Contd.

Scoil Uí Mhuirí, Dunleer

Size: 640 Pupils



Project Description: Specialist Room Extension
Project stage at December 2015: Stage 3 – Tender
Architect: McGarry Ní Éanaigh Architects

O'Carolan College, Nobber

Size: 575 Pupils



Project Description: New School
Project stage at December 2015: Stage 1 – Preliminary Design
Architects: Michael Kelly Architects

Coláiste Chú Chulainn, Dundalk


Size: 1,000 Pupils





Coláiste Chú Chulainn
Cúram. Forbairt. Feabhas.

Project Description: New School
Project stage at December 2015: Stage 2b-Detailed Design
Architect: NMS Architects

Building Report Contd.

| | | |
|--|---|---|
| Bush Post Primary School, Dundalk | |  |
| Size: 550 Pupils | | |
| Project Description: 3 Classroom Extension | Project Description: Major Extension | |
| Project Stage at December 2015: Stage 5 – Final Account | Project stage at December 2015: Stage 1 – Preliminary Design | |
| Architect: McCarthy O’Hora Architects | Architect: McCarthy O’Hora Architects | |

| | | |
|--|--|--|
| Coláiste na Mí Navan – Phase 1 | |  |
| Size: 650 Pupils | | |
| Project Description: Phase II Project stage at December 2015: Stage 2b – Planning permission lodged Architect: McCarthy O’Hora Architects | | |

| | | |
|--|--|---|
| De Lacy College Ashbourne | |  |
| Size: 450 Pupils | | |
| Project Description: New School Project stage at December 2015: Stage 4 – Under Construction Architect: Mullarkey Pedersen Architects | | |

Building Report Contd.

LMETB Head Office



Project Description: New Head Office

Project stage at December 2015: Stage 2b – Planning permission approved

Architect: Van Dijk Architects

ICT Department

Overview

LMETB's ICT department supports in excess of 12,000 2nd level students and approximately 2,200 staff.

LMETB has a single domain structure which is managed centrally and provides ICT Support, online ticketing systems, helpdesk, Auto provisioning of User accounts, hosted email (office 365), SharePoint (intranet), Moodle, managed print services, Central ICT procurement, management of social media sites, school and admin websites and ICT training for staff. The ICT staff manages approximately 3,000 desktops, 5,000 mobile devices, 120 servers, 150+ network switches/routers, wireless networks in each school and a myriad of other hardware and software. LMETB's ICT department also manage all ICT infrastructure in each school and centre. The ICT Department manage all ICT contractors and ICT projects in the ETB.

Larry Carolan, head of ICT is a member of the National ICT shared services committee within the ETB sector. He is also on the OGP category council representing the ETB sector on all ICT matters.

Rose Lawlor, ICT trainer and support, co-ordinates all ICT training in LMETB. In addition to training, Rose also works in ICT support providing both remote and onsite support.

ICT technical guidance for procurement is provided by LMETB ICT staff and staff attend ETBI forums/meetings throughout the year.

LMETB continues to be a leader in the provision of ICT for students and staff and it strives to be on the cutting edge of technology.

Major developments/achievements: (2015)

- Added additional sites to the shared services.
- Working with RSTC (Regional Skills and Training Centre)
 - New onsite Technical support contract.
 - New print managed service.
 - New hosted wireless network.
 - New CAT6 cabling and Fibre backbone installed to upgrade the ICT infrastructure.
 - Installed new Network switches on the training network.
 - Planning to merge the admin and training networks.
- FET (Further Education and Training) sector: installed managed wireless networks in King Street and Chapel Street.
- Provided ongoing ICT support and training for all staff in LMETB.

ICT Department

- Implemented mobile technology in a number of schools (iPads, Windows surface devices and managed wireless networks)

-
- Managed the auto provisioning of IT accounts in schools; ensuring all staff and student accounts are created correctly; year-end rollover of accounts is performed and ensure that all staff and students in schools have active IT accounts.
 - Design and implementation of new broadband/wireless projects in Youthreach & Adult Learning Centres.
 - Co-ordinated the roll out, design and staff training of new hosted websites in 14 schools and centres.
 - Set up online coding training for 50 teachers in conjunction with Sligo IT.
 - Co-ordinated Office Proplus for students; where all full time students in schools, Youthreach and VTOS centres had Office 2013 licenses applied to their IT accounts enabling them to download office 2013 on up to 10 personal devices.
 - Managed ICT budget to ensure that all costs are met and not exceeded, ensure contracts are renewed and at best value; including campus agreement for Windows, Firewalls etc.
 - Analysed framework replies for ICT requirements including Projectors, desktop computers, laptops, ios devices, etc.
 - Continued to provide ICT support for all staff and students in LMETB.
 - Year-end rollover of accounts is performed and ensure that all staff and students in schools

Schools and Colleges



Beaufort College



| | |
|----------------------------|--|
| Principal: | Angela Crowcock |
| Deputy Principal: | Ken Flynn |
| Telephone: | 046 9028915 |
| Email: | beaufortcollege@lmetb.ie |
| Website: | www.beaufortcollege.ie |
| Enrolment Dec 2015: | 532 |

School Achievements/Developments

- Reintroduction of Agricultural Science in Senior Cycle & Science as a core subject for all Junior Certificate Students.
- Emergency Works Scheme-Funding granted to upgrade the pipe work and full heating system in the school. Completed during the Easter Break.
- At the school reading awards evening, 1st year students were congratulated on their achievement of reading 40,000,000 words. Senior students participated in paired reading project with Ard Rí Community National School.
- DEIS Focused School Evaluation took place.
- Prefect Students & Principal were invited to Arás an Uachtaráin and met with President Higgins as guests at the Presentation of Credentials of three newly appointed ambassadors to Ireland.
- Remembrance Services took place to mark the 10th Anniversary of the Navan School Bus Accident which claimed the life of a Beaufort College student.
- Staff invited to present at the WorldWide Global Schools Conference 2015 as examples of best practice in promoting sustainability issues.
- The school debaters have reached the semi-final stage of the Leinster Schools Debating Competition. The team were also invited to participate in the Model European Union Debating Competition in Dublin Castle.

Bush Post Primary School



| | |
|----------------------------|--|
| Principal: | Kevin Joyce |
| Deputy Principal: | Sinead McDonnell |
| Telephone: | 042 9376246 |
| Email: | bushpp@lmetb.ie |
| Website: | www.bpps.ie |
| Enrolment Dec 2015: | 567 |

School Achievements/Developments

- Seminar in September 2015 by Tony Buzan, inventor of Mind Maps. Mind Mapping can release the potential of every student regardless of their academic ability, revolutionise study skills and maximise success in exams whatever the subject or academic level.
- Appearance by a student and her brother on The Late Late Toy Show which melted the hearts of the nation with their beautiful rendition of Titanium.
- A number of students won Louth Schools GAA All Star awards
- Operation Bush4mation first community group to be awarded the Operation Transformation Community Flag which is now proudly flying outside Bush Post-Primary School. It's a joint initiative established in 2015 between Bush Post Primary School and Glenmore Athletic Club.
- Bush continue to produce winners at the BT Young Scientist including Handbrake Alarm The team are developing an alarm in tractors that will sound when the tractor is out of gear and the handbrake is disengaged. Another project was - the study on the Impact of Same-Sex Marriage on the Local Economy on either side of the Border.
- Participation in 'BushFactor' concert and LMETB Musical Extravaganza.

Coláiste De Lacy



| | |
|----------------------------|--|
| Principal: | Janice Corrigan |
| Deputy Principal: | David McCormack |
| Telephone: | 086 4102507 |
| Email: | colaistedelacy@lmetb.ie |
| Website: | www.colaistedelacy.ie |
| Enrolment Dec 2015: | 109 |

School Achievements/Developments

- Transition Programme and friendship week held for incoming first years in September. Taster curriculum offered in first year to facilitate students in making informed decisions about which optional subjects are best for them.
- Students participating in Basketball, Athletics, Soccer, Rugby and Equestrian competitions.
- Coláiste De Lacy first year students won the Francis Ledwidge Poetry Competition 2015 and won the National Community Games Debating Competition during the summer. They attended a Poetry Workshop with Performance Poet Colm Keegan in December as result of their win.
- Coláiste De Lacy are extremely fortunate to continue to work with Graham Powell on “Building Learning Power” (BLP) – which is an approach in helping students to become better responsible learners, both in and out of school.
- iPad used by all teachers and students to facilitate teaching and learning.
- Training for all students in Digital Literacy, Digital Citizenship and Internet Safety.
- First ever Coláiste De Lacy Board of Management meeting held in April 2015. Introduction of more themed weeks to enhance teaching and learning and to create awareness on a number of topics including Literacy, Numeracy, Maths, Science, Wellbeing, Appropriate Use of Social Media, Road Safety and Active Healthy Lifestyles.

Coláiste Chú Chulainn



Coláiste Chú Chulainn
Cúram. Forbairt. Feabhas.

| | |
|----------------------------|--|
| Principal: | Deirdre Uí Liatháin |
| Deputy Principal: | Seán ÓhÉanaigh |
| Telephone: | 042 9352428 |
| Email: | colaistechuchulainn@lmetb.ie |
| Website: | www.colaistecc.ie |
| Enrolment Dec 2015: | 210 |

School Achievements/Developments

- Students received awards in the following competitions: Young Historian, Francis Ledwidge Poetry competition, Google Art competition, LMETB Art competition - 1st and 2nd, Regional success in Comórtas Uí Chadhain, and students through to Leinster finals in Abair.
- Renovation of Chapel St. campus to provide 3 new classrooms and a new relaxation room for students.
- The school hosted the first ever Comórtas Peile na nGaelcholáistí during Seachtain na Gaeilge with teams from Donegal, Derry, Louth, Monaghan, Dublin and Kildare participating.
- National Winners in 3 categories in Scléip and students invited to participate in Ravelóid , the first Irish language contemporary music festival with Seo Linn, Altan, Delormentos, Mundy etc.
- Friendship Week was very successful and there was a huge interest in Maths Week. The school held Green School's week, Language Week and Mental Health Week. There was a packed schedule for Seachtain na Gaelige including Gaelic football competitions, Céilí mór, Tráth na gCeist and a visit from the local Gaelscoil for cookery class
- The Maths Department hosted Project Maths teams for Observation Classes and the English Department hosted Junior Cycle English teams. The German Department had a visit from the Deutschemobil (German roadshow).

Coláiste na hInse



| | |
|----------------------------|--|
| Principal: | AnneMarie McCarrick |
| Deputy Principal: | Ian Gardiner |
| Telephone: | 041 9813335 |
| Email: | colaistenahinse@lmetb.ie |
| Website: | www.colaistenahinse.ie |
| Enrolment Dec 2015: | 935 |

School Achievements/Developments

- Promotion of student ownership of work through self-reflection and empowerment
- Involvement in Building Learning Power, a cutting edge education theory that focuses on creating independent learners - a skill that universities and third level institutions need.
- Teacher training in developing Restorative Practice as a school discipline system
- Developed and introduced a 'Wellbeing' programme ahead of the new Junior Cycle
- Developed three after school study programmes and another starting on Saturday mornings
- CNI is seeded first place nationally in junior debating and 8th place nationally at senior level.
- Science Olympian Freya Martin represented Ireland in South Korea. Five of the daltaí were placed in the top 200 at Junior Cycle Science examination and were invited to trials for the Olympiad.
- A student was in the top 1% in Ireland in English at Higher Leaving Certificate
- December WSE-MLL (Whole School Evaluation – Management, Leadership and Learning) inspection identified the school vision/mission and sense of self as a school community as remarkable. The inspection team said it was simply ***“phenomenal”*** what had been achieved in CNI over the short time period of 8 years in difficult circumstances.
- Two students represented Ireland in Michael Sweetman Trust competition.
- Career Clinics running at lunch times to facilitate students researching career options

Coláiste na Mí Navan



| | |
|----------------------------|--|
| Principal: | Justine Hughes |
| Deputy Principal: | Angela Guinan/Paddy Carr |
| Telephone: | 046 9012130 |
| Email: | colaistenami@lmetb.ie |
| Website: | www.colaistenami@lmetb.ie |
| Enrolment Dec 2015: | 367 |

School Achievements/Developments

- Open evening for incoming first years. Taster curriculum offered in first year to facilitate students in making informed decisions about which optional subjects are best for them.
- Students Participating in Basketball, Athletics, Soccer, Rugby and Equestrian competitions.
- Participated in Francis Ledwidge Poetry Competition 2015
- Themed weeks to enhance teaching and learning and to create awareness on a number of topics including Literacy, Numeracy, Maths, Science, Wellbeing, Appropriate Use of Social Media, Road Safety and Active Healthy Lifestyles.
- Coláiste na Mí Students won Lupo Bursary Italian Exchange in 2015
- On Wednesday the 6th of May, the whole school embarked on a whole school educational trip to W5 in Belfast. The students enjoyed exploring the See/Do/Go exhibition, climbing on the Climbit frame and The Really Cool Show.
- Second Year Camogie team are perfecting and honing their skills. The girls played against eight other teams in 2015, winning and getting through to the semi-final and losing out to a very strong and experienced Hartstown team.

Coláiste Pobail Ráth Chairn



Príomhoide: Macdara Ó Duillearga

Leasphríomhoide: Proinsias Ó Luachra

Teileafón: 046 9432722

Ríomhphost : cprc@lmetb.ie

Suíomh Ghréasáin na scoile: www.cprathcairn.ie

Clárú Nollaig 2015 : 141

Achievements/Developments

- Ceimic mar ábhár nua don chuigiú bhliain
- Craobh na hÉireann (Sóisear) i ndíospóireacht Gael -Linn buaite
- Séarachas na scoile ceangailte leis an gcóras áitiúil.
- Siúlóid urraithe do " Henry " :1,900 bailithe
- Dóchas do Chian :1,000 bailithe
- Margadh na Nollag : 400 euro bailithe ar son teifigh agus Cumann Naomh Uinsinn de Pól .
- Deutch Mobile : ar cuairt ag an scoil
- Cúrsa Mindfulness eagraithe do dhaltaí
- Rinne dalta ón gcuigiú bliain obair dheonach i Nepal le linn laethanta saoire an tSamhraidh.

Dunshaughlin Community College



| | |
|----------------------------|--|
| Principal: | Shane Foley |
| Deputy Principals: | Bridget Bennett, Cathy Byrne |
| Telephone: | 01 8259137 |
| Email: | dunshaughlincc@lmetb.ie |
| Website: | www.dunshaughlincc.ie |
| Enrolment Dec 2015: | 1,000 |

School Achievements/Developments

- The school was chosen by the Thomas F Meagher Foundation to receive the Irish Flag from President Higgins
- One student with 6 A1's and 2 A2's gaining the maximum of 625 points and one with 615 points.
- Highest % to date of students gaining over 400 and 500 points in the Leaving Certificate
- School selected as pilot for new Leaving Cert Politics and Society module
- Wellbeing research project with Department Inspectorate
- Dunshaughlin Community College is now a research partner with Dublin City University
- The school was granted 11 hours from the NBSS (National Behavior Support Service) for a behaviour support teacher. This teacher will work with the senior management, staff and students on all aspects of student behaviour within the College and will link in with the newly formed Student Support Team.
- Music Department presented - Calamity Jane, Songs for Syria lunchtime gig, Concern Day Concert
- Seachtain na Gaeilge, History Week, Positive Mental Health Awareness week, Anti Bullying week, Literacy Week, Friendship Week
- U19s win All-Ireland Schools Final, North Leinster U14 Hurling Success.

O'Carolan College Nobber



| | |
|----------------------------|--|
| Principal: | John Grant |
| Deputy Principal: | Helen Loftus |
| Telephone: | 046 9052177 |
| Email: | ocarolancollege@lmetb.ie |
| Website: | www.ocarolancollege.ie |
| Enrolment Dec 2015: | 648 |

School Achievements/Developments

- Enrolment:- 150 1st years bringing our numbers to 648
- Awards:- Student received the JP Mc Manus All-Ireland Scholarship
- O'Carolan College received Green Flag in 2015.
- Capital funding:- 4 new prefab classrooms and a toilet block
- ICT: - installed several short-throw overhead projectors.
- Positive Mathematics Department inspection
- Positive Incidental inspection.
- Annual Talent Show in March. 5th Years performed "Forty Four Sycamore" for two nights in Ramor Theatre in April.
- Breakfast Club every day and Homework Club three times a week.
- In 2015, we held Anti-bullying week, Mental Health week, Languages Week, Maths week, Arts week, Science week
- 2nd Years visited the Dáil and met with local TD Helen McEntee
- Development of two year Health Promoting School Programme run by Regina Mulligan, assisted by Carmel Killeen. Student completed a five week programme called Nobberation Transformation which promoted health and fitness including 5km Run, 5500 cycle from Nobber to New York, Health Bake-off and dietitian talks.

O'Fiaich College Dundalk



| | |
|----------------------------|--|
| Principal: | Padraig McGovern |
| Deputy Principal: | Karen Patten |
| Telephone: | 042 9331398 |
| Email: | ofi@lmetb.ie |
| Website: | www.ofiaichcollege.ie |
| Enrolment Dec 2015: | 876 |

School Achievements/Developments

- Positive Mental Health Week took place in O'Fiaich College in January 2015. Throughout the week all students were encouraged to 'walk in the shoes' of others who are finding life difficult. TY students and SPHE and Religion teachers worked with pupils on creating coloured shoes with positive messages on them which are displayed at the front door.
- 'Every Day Counts' at O'Fiaich College – a campaign which ran for 7 weeks monitoring student attendance daily and setting classes against each other to set the best attendance record. Presentations were made to students with good attendance or who had improved their attendance.
- Visit of Holocaust survivor Tomi Reichental to the school in March 2015. Tomi spoke to the students about his personal experiences as a child in the Belsen-Bergen concentration camps under Nazi rule.
- Literacy week took place in March 2015. A series of events took place over the week with - Games Day in the Library, Verbal Football Quiz in English classes, iMovie competition (TY and LCA), Creative Writing Workshops, Selfie Competition and First Year Spelling Bee. There was a presentation of prizes at the end of the week.

Ratoath College



| | |
|----------------------------|--|
| Principal: | Oonagh Prendergast |
| Deputy Principals: | Derek Ball, Aoife O'Dwyer |
| Telephone: | 01 8254102 |
| Email: | ratoathcollege@lmetb.ie |
| Website: | www.ratoathcollege.ie |
| Enrolment Dec 2015: | 1,074 |

School Achievements/Developments

- 10th anniversary of Ratoath College and the Diamond Anniversary was marked in November with the Army band accompanying the raising of the new school flag and national flag. There was a fabulous Art Exhibition and ceremony which included musical performances from past & present students.
- Excellent Leaving & Junior Cert results and over 90% continued their education at 3rd level.
- Junior Debating team competed in the UCD/Trinity Law Society Debate and MACE Matheson Debate.
- Students attended theatre trips, art trips, and a visit to the Young Scientist Exhibition, Newgrange and many more. There were two very successful trips abroad in March with over 100 1st Year students travelling to Italy and 44 seniors to China.
- The parent's association replaced many of the schools computers. Ratoath College continue to make technological improvement, now having over 400 students whose main sources of reference are their iPads. Ratoath College launched its own app which is proving very successful and popular
- Staged third successful musical "All Shook Up". This was followed closely by our Christmas Village, where our TY students create a Christmas Village for the students in the Primary schools to experience a magical Christmas treat.

Scoil Uí Mhuirí Dunleer



| | |
|----------------------------|--|
| Principal: | Fiona Kindlon |
| Deputy Principal: | Ray Donagh |
| Telephone: | 041 6851344 |
| Email: | scoiluimhuiri@lmetb.ie |
| Website: | www.scoiluimhuiri.ie |
| Enrolment Dec 2015: | 623 |

School Achievements/Developments

- Expansion of Senior Cycle curriculum at the school to include Geography and Agricultural Science.
- Introduction of more themed weeks to enhance teaching and learning and to create awareness on a number of topics including Literacy, Numeracy, Wellbeing, Appropriate Use of Social Media and Active Healthy Lifestyles.
- Planning permission for two story extension to the school.
- TY Dunleer Dragons Den and Enterprise Awards successes.
- Two musical shows performed by TY students – Mamma Mia and Grease Summer Nights.
- Performances at the inaugural LMETB Musical Extravaganza.
- Awards for Technology Excellence in State Examinations.
- Two senior students receive Lennon Cup GAA All Star Awards.
- Success in Debating Competitions.
- Introduction of iPads on a pilot basis for teaching and learning in the TY classroom.
- Staff development of iBooks in a range of subject areas.
- Students, staff and parents engage with the Breathe Project.

St. Fintina's Post Primary School Longwood



| | |
|----------------------------|--|
| Principal: | Tom Stack |
| Deputy Principal: | Monica Clarke |
| Telephone: | 046 9555018 |
| Email: | stfintinas@lmetb.ie |
| Website: | www.stfintinas.ie |
| Enrolment Dec 2015: | 295 |

School Achievements/Developments

- Green Schools committee presented with the school's 3rd Green Flag.
- Art students scooped the first three awards in the Bank of Ireland Enfield Logo Art Competition in September. A student was the highest achiever in the 2015 Leaving Certificate Examination with 570 points. St Fintina's won 3 Francis Ledwidge Poetry awards and one overall award.
- First year students' use of Apple iPads.
- Junior Football Team won the North Leinster Championship. Under 14 team reached the North Leinster final. Second Years took part in a 7-a-side Blitz in Dunganny. 1st and 2nd Year Girls' Basketball Teams competed in the North East Basketball League. U18 Football Team reached the Semi Final of the North Leinster Semi Final in December and Senior Hurlers reached the North Leinster semi-final in November 2015.
- Tours and education trips included - Tara Mines, the Burren, Central Criminal Courts in Dublin, Collins Barracks Museum, 1916 Dublin Walking Tour, Teach Dáil, Trim Castle, the Hill of Tara, educational production of King Lear, 'Une Bande de Filles' by Céline Sciamma and "An Triail" Le Mairead Ni Ghrada. 6th Year carried out their Geographical Investigation on the Geomorphic Processes in Howth and Leaving Cert Biology Classes went on an Ecology Trip to the Phoenix Park and Dublin Zoo. JCSP Students participated in "Make a Book" exhibition in Dublin travelling to the Civic Offices in Dublin to showcase their book called "Monsters Think".

St. Oliver's Community College Drogheda



| | |
|----------------------------|--|
| Principal: | John Halpin |
| Deputy Principals: | Úna Kirk, Mary Donaghy |
| Telephone: | 041 9838390 |
| Email: | socc@lmetb.ie |
| Website: | www.socc.ie |
| Enrolment Dec 2015: | 1,275 |

School Achievements/Developments

- 10 room extension and new front entrance completed and officially opened by Gerald Nash TD Minister of State for Business and Employment, Peter Kierans CEO LMETB and Chairperson of St. Oliver's Community College BOM Sharon Tolan.
- Fitness Initiative Team (FIT) has a strategic focus to promote participation in sports and activities with a range of events and competitions with 400 taking part in mini marathon
- First school in Leinster to be awarded ISPC Blue Shield for policies & actions on anti-bullying.
- Applied Mathematics and Russian are offered as Leaving Certificate subjects and Environmental & Social Studies at JC.
- 'Romeo and Juliet' performed and wins national Bord Gáis Theatre Awards for Best Performance & Best Lead. The drama group take on Arthur Millers 'The Crucible' at Drogheda Arts Centre
- Transition Year group win a Euroscola competition with the entire class to visit the European Parliament in Strasbourg next year for their 'euroselfie' competition.

St. Oliver Post Primary School Oldcastle



Principal: Martin O'Reilly
Deputy Principal: Brendan Corcoran
Telephone: 049 8541180
Email: stoliverpostprimary@lmetb.ie
Website: www.stoliverpps.ie
Enrolment Dec 2015: 559

School Achievements/Developments

- BT Young Scientist and National Enterprise Award – sheep watch project
- Concern Debating finalists
- Engineering Scholarship in conjunction with Shandon Language School
- Green Flag and Amber Flag awards
- New Astro turf pitch in conjunction with Sports Capital funding
- New 4 practical room extension and new Special Needs Unit.
- 2 day French Subject Inspection September
- 2 night School Musical - Hairspray
- Themed weeks included Maths Week (January), Seachtain na Gaelige (March), Positive Mental Health Week(October), Literacy Week (October)
- Regular Positive discipline assemblies
- Fundraising run 21st September
- Introduction of girls and boys rugby to the school
- 1st Aid Training for Staff
- Pilot school for Coding as part of the new junior cycle

St. Peter's College Dunboyne



| | |
|----------------------------|--|
| Principal: | Maureen Murray |
| Deputy Principals: | Liam Greene, Paul O'Leary |
| Telephone: | 01 8252552 |
| Email: | stpeterscollege@lmetb.ie |
| Website: | www.stpeterscc.ie |
| Enrolment Dec 2015: | 1,133 |

School Achievements/Developments

- Actively involved in Meath Jigsaw Project and Model of Care practiced in school. Steering committee includes staff, students, past pupils, parents, community members & management.
- 30 Students completed the Bronze Gaisce award
- In autumn the school was approved for a two class Autism Spectrum Disorder Units (ASDU). Envisaged unit will be resourced by teachers with SNA Qualifications and SNAs
- School won National School's Cup hosted by Basketball Ireland, Senior Girls Gaelic Leinster Championships, Senior Boys Gaelic North Leinster League, Senior Hurlers Leinster Championships
- Musical in 2015 was 'The Little Shop of Horrors' and drama production of 'Sive'
- Leaving certificate class 2015 produced 40 students with 500 points or more which represents 22.9% of those taking the exam. 75% of the class achieved over 330 points. Our 18 Leaving Certificate Applied students achieved 4 Distinctions, 12 Merits and 2 passes.
- The Games room was set up by the SNA team to offer children space to play Ping-Pong, game boys, darts and other games. The book club meets every week to encourage students to read for pleasure. The healthy eating initiative, Friday fit club and sixth year girls' boot camp provide positive responses. The coding club, young scientists, maths learning centre, debating team and green schools give students wide experiences to compliment, build on and extend student learning.

Drogheda Institute of Further Education – DIFE



Principal: David McDonnell
Deputy Principal: Eilis Flood
Telephone: 041 9837105
Email: info@dife.info
Website: www.dife.info
Enrolment Dec 2015: 503

Achievements/Developments

- Three new major awards offered in the college this year (1) QQI Level 5 in Culinary Arts, Computer Systems and Networks and Computer Information Systems.
- Redevelopment of student canteen area with specially commissioned piece by former student entitled 'Grounded Wisdom'. Refit of Computer systems and networks room
- Fashion and design graduates showcased their work in the windows of Brown Thomas as part of the Gallery of Found Art Project. All four are currently studying in NCAD
- The College's Teaching and Learning Policy and the College's Assessment Policy evaluated and redeveloped. Planned for improving 'critical' times of the year e.g. first two weeks of the academic year when over 800 students must be enrolled on our courses.
- Additional guidance support was availed of during January and February to offer additional guidance for students with CAO and UCAS applications.
- Visited all schools in the Louth/Meath/North Dublin to promote Further Education – particularly in relation to links between FE and HE degree courses. Partnered with Regional FE /HE alliance which was set up to explore progression pathways between FE and HE
- DIFE participated in Higher Education Leagues in Basketball, Soccer and Gaelic Football
- DIFE's multimedia students participated in the Intel coding project developing an online MOOC for part of the Web Authoring module

Dunboyne College of Further Education

Director: **Denis Leonard**
Telephone: **01 8026577**
Email: dunboynecfe@lmetb.ie
Website: www.dunboynecfe@lmetb.ie
Enrolment Dec 2015: 503

Achievements/Developments

- New Courses were developed in 2015: Professional Cookery Level 6, E business, Health Service Skills, Creative Media
- New support area and canteen facilities, new library, new wing for childcare and nursing, new car park. Investment in new equipment for nursing, childcare, science, etc. A third computer room was developed to facilitate new computer courses, communications, word processing as well as Level 6 in Multimedia and a Creative Media course
- 90% of our graduates with full awards offered third level places. Numerous students placed in the Childcare, Cookery and Business world.
- A musical concert was held for present and past Dunboyne College musicians
- Four students won a combination of gold silver and bronze medals in an international cookery competition in the RDS.
- Eoin Doyle -Sports lecturer represented Ireland in the Australian International series in Croke Park in November. A sports student had several top 6 finishes at the World Downs Syndrome swimming championships in Mexico last year and in the European Championships in Italy this year she won two silver and one bronze medal.
- Awarded standalone college status in May by Ministers Joan Burton and Damien English.
- Need Assessment Results: building space and student numbers need to grow to service the growing skills deficit in geographical area. Places are capped at 292 while DCFE have 490 students

Ard Rí Community National School

Principal: **Darragh Roe**

Telephone: **087 1341007**

Email: droe@lmetb.ie

Website: www.arcticns.ie

Students: **163**

School Achievements/Developments

- Sanction for four new classrooms at Balreask Old, Navan, Co. Meath.
- Celebrated Diwali, Eid ul'Adha, Christmas, The Winter Solstice and Charles Darwin Day which represent the Beliefs and Faiths of the members of our school community.
- Our Parent's Association organised the inaugural Ard Rí Fun Day which was attended by over 500 people with bouncy castles, BBQ, face painting, Tug O' War and races.
- Active Schools is on-going. Active Week, activity based school tours, swimming, fit for five each morning, the walking school bus and Ard Rí Kickhams are keeping everybody fit. Extra-curricular Activities on offer include Skipping, Art, Homework Club, After School Club, Tin Whistle, Speech and Drama and field sports on Fridays. Ran cycle safety workshops and 'Sticks and Stones' anti-bullying workshops for our Third and Fourth Classes.
- Supported the Navan Refugee Calais Solidarity Group with a clothes and supplies collection. Irish Red Cross sent a number of containers to Calais and around Europe this October.
- Held annual Winter Show 'Shrek the Best Bits' in the Ardboyne Hotel on 15th of December.
- The Parent's Association raised over €1,000 by hosting first annual Art-Exhibition. The Jabba, Jabba, Jembe Drumming Company taught a one-day drumming workshop to the children at Ard Rí courtesy of our Parent's Association.
- 2 Teachers undertaking Postgraduate Certificate in Ethical and Multi Denominational Education
- 4 teachers undergoing training having been chosen by school management as part of the Professional Support Team.

Centre for European Schooling

Director: Nollaig Gavin

Telephone: 01 8259679

Email: ces@lmetb.ie

Website: www.europeanschooling.eu



School Achievements/Developments

- Nollaig Gavin was appointed Director of the CES.
- Student won an awards in the Frances Ledwidge Poetry Competition and another student achieved 10 As in their Junior Certificate.
- CES participated in Friendship Week and in events to mark European Languages Day. In June the primary school students presented the language project on United Nation Days
- The CES Buzz newsletter published editions in June and December 2015. The biannual newsletter is filled with news and work samples from all our students and is distributed throughout the European Schools' network and European Commission Agencies.
- CES with St. Seachnall's N.S. and Dunshaughlin Community School raise €1700 for the Syrian Refugee Crisis & €1100 for the ISPCA and SVP
- CES students set up a Film Club where they regularly show short European movies.

Navan School Completion



Co-ordinator: Christina Nester

Telephone: 046 9060710

Email: cnester@lmetb.ie

Website: www.lmetb.ie

Achievements/Developments

- Navan School Completion Programme work with a target group of 300 students aged 6-18. The focus is on ensuring positive attendance, retention and participation in school. Programmes are put in place at individual level and group level to ensure continuity in the system. Our overall aim and vision under TUSLA is to ensure attendance, participation and retention in school. This is achieved through in-school, afterschool, holiday support and out of school support.
- NSCP role is interagency and Garda JLO and TUSLA CYPSC Coordinator sit on our committee. Our work centers on the most at risk young people and requires input from statutory and voluntary agencies.
- Homework clubs and afterschool activities cater for up to 150 students weekly between primary and post primary.
- We offer incentives on attendance and participation throughout the year. Most Improved students, Best Attenders, Improved attenders.

Further Education and Training



Community Education Services

Meath

Community Education Facilitator:

Shauna Doherty

Telephone: 046 9012154

Email: sdoherty@lmetb.ie

Achievements/Developments

- 1,000 learners from over 50 groups
- Delivery of the QQI Level 5 Community Development programme in Kells and QQI Level 5 Youth Work in Navan
- IT programmes including Introduction to the Internet and E-mail and Using Smart Devices.
- Delivery of Health Care Support QQI Level 5 modules for 40 HSE staff working in the healthcare area and achieved minor awards
- The official launch of the refurbished old Athboy Community School as the Athboy ALPHA Learning Centre organised by the Community Education service in September
- The CE took over the management of this Alpha centre and oversaw the final completion works on the building e.g. redecoration, restocking and refurbishing of the centre. The Community Education service continues to look after the day to day management of this centre.
- CEF promoted and supported 'Get the numbers, write' TV3 programme and freefone helpline.

Community Education Services

Louth

Community Education Facilitator:

Sinead Fearon

Telephone: 042 9364627

Email: sfearon@lmetb.ie

Achievements/Developments

- Number of learners in 2015: 1,292
- Number of QQI Minor Awards in 2015: 249
- LMETB's CE Grants and BENEFIT IIII programmes were administered in conjunction with Community Education Facilitator (CEF) in Meath and other FET programmes in Co. Louth.
- Local link for AONTAS Adult Learners' Festival.
- CEF had representation on CEFA, ETBI's AFET forum and continued links with statutory, community and voluntary interests in Co. Louth
- Promethean Whiteboard training, One Drive training, and Ipad training for tutors.
- CE Grants Programme contributed towards My Streets Drogheda social enterprise project which gained national publicity.
- CEF promoted and supported 'Get the numbers, write' TV3 programme and freefone helpline.
- Attendance at FESS Learner Health and Wellbeing for Management Workshop and at CEFA National Conference. Community Education Facilitator was a member of ETBI's FET Annual Conference planning group.

Adult Education Guidance Service

Meath

Co-ordinator: Martin Bellew

Telephone: 046 9012167

Email: maegs@lmetb.ie

Achievements/Developments

- 3,248 beneficiaries including 1,933 individual clients, 718 queries from general public, 1,380 members of 102 different groups
- Guidance Information Drop-In Sessions were held in Navan, Ashbourne, Bettystown, Laytown, Dunboyne, Trim, Kells, Oldcastle and Athboy.
- MAEGS supported the DSP with ongoing Information Sessions in Navan Trim and Kells.
- New agency staff given an overview of ETB services and referral procedure.
- Ongoing Information sessions given to CE schemes, Community Groups and organisations throughout Co Meath.
- Ongoing Class Guidance Progression Information talks delivered to BTEI and ABE
- MAEGS promoted services with regular information tables staffed by MAEGS. We were present for DSP events, Meath partnership Access to Success, school open nights etc. MAEGS represent LMETB ,FET staff at Co Meath Job Seekers committee meetings

Adult Education Guidance Service

Louth

Co-ordinator: Ann Fallon

Telephone: 041 9842030

Email: laegis@lmetb.ie

Achievements/Developments

- Total Beneficiaries of the service – 2,461
- Delivered the Interview Training Workshop for Horseware Positive 2 Work trainees.
- Participated in DSP Jobs Week in Drogheda and Dundalk and collaborated on their Group Engagement sessions in Drogheda and Ardee
- Hosted CAO Workshops for mature students as part of College Awareness Week
- Information sessions given to Drogheda & Dundalk Job Club, National Learning Network, Turás, CE schemes and Community Groups.
- LMFM and Dundalk FM interviews.
- Delivered workshops as part of the Literacy Tutor Training Programme in both Drogheda and Dundalk.
- Delivered workshops to our full time and part time students around confidence, beliefs, transferrable skills, CV's and College Finance
- Aptitude & Personality tests to adult learners.

VTOS Dundalk

Co-ordinator: Lynne Keery
Telephone: 042 9364621
Email: vtosdundalk@lmetb.ie

Achievements/Developments

- Appointment of Lynne Keery as Co-ordinator following the retirement of Mary Connolly.
- 25 learners sat Leaving Certificate, 11 sat Junior Certificate and 11 completed QQI Level 5.
- Addition of QQI Level 5 Intercultural Studies
- Purchase of iPads, MiTouch Boards and airservers to make IWBs even more accessible.
- Close relationship with LAEGIS who organise CAO workshops, SUSI workshops and 3rd Level College Talks to ensure learners have access to the most up to date information.
- VTOS Dundalk operates a joint recruitment programme with BTEI. Learners interested in pursuing an Adult Education course are interviewed and placed on appropriate course
- VTOS also participates in the Steps to Learning programme which is a joint initiative with BTEI, ALS, Laegis and the RSTC.
- Educational trips to the National Gallery, Newgrange, Military Museum Collon, European House, The Dáil, Dundalk Museum, Collins Barracks, Ulster Museum and Basement Gallery

VTOS Drogheda

Co-ordinator: Elizabeth Cotterell
Telephone: 041 9830870
Email: ecotterell@lmetb.ie

Achievements/Developments

- Participated in shadowing and college open days
- Cultural and educational tours to Abbey Theatre, Croke Park, Droichead Arts Centre, Highlanes and National Gallery, Newgrange.
- Annual Graduation Ceremony with QQI certification and State Examination certificates awarded.
- Prizewinners in Francis Ledwidge Poetry awards.
- Focussed one to one and group workshops facilitated by LAEGIS covering planned progression routes, CAO/UCAS, graduate talks, employability skills.
- Ongoing In-service provision in conjunction with QQI Quality Assurance & Certification Officer and FESS CPD.
- Introduction of scheduled '*Steps to Learning*' programme and '*Return to Study*' feeder course enable an informed decision for applicants to a range of further education courses.

VTOS Navan

Co-ordinator: Margaret Deegan
Telephone: 046 9010260
Email: vtosnavan@lmetb.ie

Achievements/Developments

- VTOS programme curricula is continually enhanced so as to reflect the skills needs of the economy.
- VTOS offered; Level 4 Return to Learning, Level 5 Cloud Computing, Leaving Certificate, UNISTART College Access Programme – Humanities & Science. The programmes are intensive & full time with 85% of students progressing into Third Level Education.
- 76 full awards, and 243 minor awards were presented, along with Leaving Certificate and UNISTART College certificates of recognition.
- VTOS attended and facilitated several enterprise events, building a stronger profile of our centre, introducing students to prospective employers, creating networking and employment opportunities.
- Complete refurbishment of the entrance hall area.
- Students fundraised for Peter Mc Verry Trust raising €1,360. Students were empowered by being able to help those in need.

Adult Learning Service - Navan

Co-ordinator: Bernie McKeivitt
Telephone: 046 9012156
Email: bmckevitt@lmetb.ie

Achievements/Developments

- ALS offers courses in Navan, Trim, Athboy, Kells, Oldcastle, Ashbourne, Dunboyne, Dunshaughlin, Bettystown and Mosney.
- Intensive Tutor Training for course administration and how to integrate and present module portfolios. Emphasis on integrating numeracy, literacy and ICT
- Students in Oldcastle organized, advertised and held an Art Exhibition in Old Gilson School
- Volunteers continue to play an important part in the Literacy Service where they give support to student groups' and one to one students.
- Family Learning Programme for parents to help their children & improve own education. 55 Family Learning Programmes delivered for 396 parents including Internet Safety, Supporting Your Primary School Children Preparing child for 2nd Level , Brush up your Maths/Irish
- ALS worked with Skills for Work to deliver 15 programmes in six centres with employees from sectors like manufacturing, retail, nursing homes, hospitality and Meath County Council

Adult Learning Service

Drogheda

Co-ordinator: Maria Morgan
Telephone: 041 9830870
Email: mmorgan@lmetb.ie

Achievements/Developments

- TV3 broadcast a 3 week documentary series entitled 'Get the Numbers Write' which followed the lives of 5 adult learners from LMETB Adult Learner Services who have taken the brave decision to return to education. The learners also guested on the TV AM breakfast show, LMFM, Pat Kenny Show and the Moncrieff Show.
- An Awards Night was held in the Boyne Valley Hotel in November with over 200 students who have achieved certification at QQI Levels 2, 3, 4 and/or Junior Certificate.
- Adult Learning Service devised LMETB Literacy and Numeracy Strategy for the Further Education Sector, in accordance with SOLAS Further Education & Training Strategy 2015-2019.
- A number of Literacy Awareness training sessions were held for the staff of the Regional Skills & Training Centre.
- An Outreach Centre was sourced in Ardee for further education in mid Louth

Adult Learning Service

Dundalk

Co-ordinator: Mary Reilly
Telephone: 042 9353591
Email: mreilly@lmetb.ie

Achievements/Developments

- A wide range of programmes were delivered including ESOL, ITABE, Family Learning, One to One, Skills for Work, Initial Tutor Training for Voluntary Tutors and Literacy Awareness Training.
- A broad range of innovative Family Learning Programmes were devised and delivered in primary and post-primary schools.
- ESOL learners provided with the opportunity to develop their language skills with the introduction of conversation meetings.
- The second episode of Get the Numbers Right focused on the skill of reading and was filmed in the Adult Learning Service, Dundalk.
- Heinz Kampus visited and told his story travelling to Ireland following WW2 as part of the Red Cross cargo of children called 'Operation Shamrock'. Learners wrote a book entitled 'Heinz, The Man Next Door'. The Book launch in June was attended by Heinz's wife, and grandchildren.

Back to Education Initiative Louth

Co-ordinator: Sinead Fearon
Telephone: 042 9334047
Email: sfearon@lmetb.ie

Achievements/Developments

- Total Number of learners in 2015 – 538
- Positive 2 Work, an initiative between LMETB, Skillsnet, DSP and Horseware aimed to deliver educational and work experience to long-term unemployed 18-25 year olds. The project became a STAR Award Winner. The success of Positive 2 Work project is replicated in three further programmes.
- Adult Education Centre, Dundalk became a City and Guilds approved centre.
- Purchased iPads for enhanced learning, JAWS software to assist visually impaired learners, Mí Touch Board and airserver equipment to enhance use of interactive whiteboards.
- LAEGIS continued to support BTEI with referrals, learner support and SUSI & CAO talks
- Participated in “Mix and mingle” networking event as part of Adult Learners’ Festival.
- Steps to Learning programme is a joint initiative with DSP, LAEGIS and RSTC which provides for learner referrals and ensures that they are appropriately placed in programmes

Back to Education Initiative Meath

Co-ordinator: Imelda Prunty
Telephone: 046 9012153
Email: iprunty@lmetb.ie

Achievements/Developments

- Total number of learners - 658 many entering BTEI at QQI Level 3 and progressing to Level 5.
- Graduation Ceremony held in December – 65 L3 Major; 31 L4 Major; 61 L5 Major Awards.
- 27 new courses at Levels 3, 4 and 5.
- New Hairdressing and Barber training salon was installed in the redundant courthouse in Kells.
- Courses recommenced in the newly renovated Alpha Learning Centre in Athboy
- BTEI learners raised €225 for the Alzheimer’s Society by hosting a Coffee Morning in Navan
- Horticulture students assisted at Bloom. Skills for Carers course nominated for Aontas Award
- Tutors participated in training for Internal Verification for QQI assessment and attended CPD courses throughout the year in relation to FET, FARR and Curriculum development. Tutors received training on the use of diagnostic and key skill building application BKSB. The BKSB application helps learners diagnose their problem areas and helps them to improve their English, Maths and ICT skills.

Youthreach Progression/HIWAY

Co-ordinator: Eileen Gargan
Telephone: 046 9021910/9074480
Email: egargan@lmetb.ie

Achievements/Developments

- There were 47 students enrolled in center in December, with 21 studying QQI Level 5, 17 LCA & 9 Level 6.
- LCA Year two students took part in Michael Sweetman Educational Trust Competition, 3 successful students won a trip to European Parliament.
- Awards Ceremony in Newgrange Hotel attended by Minister Damian English
- Students took part in Shamrock Festival and received 'Best Float in the Parade'.
- Took part in Show Racism the Red Card and attended award ceremony in Aviva Stadium
- Organized a giant raffle and coffee morning in aid of special Olympics raising €1000
- Youthreach Progression received Pride of Place Award for their work on Trimgate Street
- LMETB signed lease for new building for Youthreach Progression on Dan Shaw Road in Navan. The Highway and Trimgate Centre will now be together in one building with ample space for programs

Ashbourne Youthreach

Co-ordinator: Alan Larkin
Telephone: 01 8359085
Email: alarkin@lmetb.ie

Achievements/Developments

- Awards night held in the Pillo Hotel. Highest Achiever and Student of Year awards presented.
- Shortlisted for Aontas Star and X hale award.
- Reached the Regional Play Offs of the National 5 a side Football tournament
- QQI Module Career Planning for Employability developed. There are 4 optional study areas; music production, design & mixed media, Irish history and advanced IT. As part of these options, students get to study and explore in a more organic way.
- New Literacy and Numeracy support programme rolled out inclusive of new forms of texting and support strategies
- Music collaboration project taking place with Laytown Bettystown Youthreach
- Community Garda delivered road safety and Internet Safety modules and collaborated with us on a short film about the dangers of underage drinking

Kells Youthreach

Co-ordinator: Fiona Graham

Telephone: 046 9249665

Email: fgraham@lmetb.ie

Achievements/Developments

- Secured funding to refurbish building that will enhance the quality of the programme and maximize the use of existing space.
- Mentoring, GL assessments, Entry Meetings & Assessment of new students. Review of existing students, meeting attended by parents and students, Care Team meetings. Mentoring Staff and students matching review meetings.
- Students won Special Commendation Award for their work on a sculpture to enhance the local community
- Customer Service, Cultural Studies, YSI, Gaisce, SPHE, Nutrition and Healthy Options added to the programme.
- 26 desktops, interactive whiteboard and interactive touch screen purchased.
- Mentoring and Counselling offered to all students
- Students involved in wide range of activities during mental health week.
- Extracurricular training offered to students; Driver Theory Test, First Aid, Customer Services, Drug Awareness Education.

Trim Youthreach

Co-ordinator: Mary Hibbits

Telephone: 046 9431203

Email: youthreachtrim@lmetb.ie

Achievements/Developments

- Delivered QQI Level 3, 4, Occupational First Aid, HACCP and Manual Handling.
- Delivered awareness training on sexual health, cyber bullying, drug awareness, personal wellbeing and mental health.
- Extra-curricular activities included soccer, gym, archery, running, kayaking, film making and music and drama.
- Students and Staff participated in Spraoi Mór.
- Centre Trips and fun activities organised and attended throughout the year including Hamlet in the Helix.
- Community Project programme involving the redecoration of Graffiti Lane under the guidance of John O'Reilly - award winning artist.
- Student received Tidy Town Award
- The center was refurbished and decorated with flooring and furniture replaced and IT equipment and facilities updated.

Youthreach Foundation

Co-ordinator: Nicola Galvin
Telephone: 046 9012165
Email: ngalvin@lmetb.ie

Achievements/Developments

- The Centre invested heavily in IT equipment/facilities. Wi-Fi was installed in the entire building, along with the purchase of new laptops, new projectors in each classroom and an interactive white board.
- Kitchen appliances and flooring were replaced as well as new bathrooms and repainting. The building is extremely warm and inviting which is hugely important in any learning environment.
- Student participated in Sports days and soccer tournaments around the County. New sports equipment was purchased.
- Several outings and educational trips including Adventure Centres and team building trips, fun activity days including ice skating and go karting as well as College Open Days.
- Staff attended Child Protection, IT training, Literacy and Numeracy, QQI, Integrated learning, Specific Module Groups.
- Literacy became an even great focus in the Centre with a designated Literacy Team. Extra resources were allocated to assessments, literacy plans and specific learning plans/support for all our students.

Laytown/Bettystown Youthreach

Co-ordinator: Vivienne Branigan
Telephone: 041 9813401
Email: vbranigan@lmetb.ie

Achievements/Developments

- Awards Night Ceremony in November, many students achieved awards at Level 3 and 4 major awards, component award in Security, Manual Handling, Door Security and Event Security, Participation Awards in beauty, hairdressing, sports and kayaking.
- Two new Interactive Whiteboards installed and updated desk top computers.
- Workshop from Si Moon Rhythm.
- In June the center had its annual Sports Day.
- Holocaust Trust Ireland visited us to give an insight into life during the war and in the concentration camps in preparation of our visit to Krakow.
- Educational Trip to Paris in April where students visited the Eiffel Tower and Disneyland. Students were given the opportunity and experience to be exposed to a different language and culture. In December 13 students and 4 staff went to Krakow in Poland visiting Auschwitz and Birkenau camps, Schindler's Factory and did a walking tour of the city.

Dundalk Youthreach

Co-ordinator: Margaret McDonnell
Telephone: 042 9353591
Email: youthreachdundalk@lmetb.ie

Achievements/Developments

- Highest Achiever Awards ceremony held in Beaufort College. LCA 1 student was a prize winner in the National Yeats Poetry Competition.
- Regional Skills and Training Centre advised students about available apprenticeships.
- Youthreach Staff attended a Tulsa meeting for agencies involved with young people.
- Simon Community were presented with proceeds of a Mini Christmas Fair organised as part of Gaisce.
- A number of students took part in Spraoi Mór in the Barbican Theatre in Drogheda in March.
- Staff had training from Zestlife on “Dealing with Challenging Behaviour”.
- Students took part in a residential trip to Sliabh Breagh as part of their Gaisce achievements.
- QQI students created a fantastic mural for the yard.
- QQI students visited the local courthouse as part of the Crime Awareness module.

Drogheda Youthreach

Co-ordinator: Stephen McArdle
Telephone: 041 9839917
Email: youthreachdrogheda@lmetb.ie

Achievements/Developments

- Trashion Fashion Awards 2015 (winner).
- Junk Kouture 2015 (national finalist).
- Continued improvement of centre and creation of new student common room from previously unoccupied prefab.
- Successful Leaving Certificate Applied and QQI Level 3 candidate.
- ICT use, purchases and refits – continued improvement of network and expansion of IT into new classrooms
- Attendance at college open days (DKIT, DIFE), visitor exercises, continued co-operation with neighboring schools.
- Involvement in Spraoi Mór
- Continued co-operation with all statutory and community bodies, including Garda JLO, HSE/Tusla, membership of two CYPSC sub committees.

Evening Course Provision

- Louth & Meath Education and Training Board currently have eleven Evening Course centres in County Louth and County Meath. Evening Courses are organised locally by Directors of Adult Education (Post Holders in each school/college).
- The Courses generally run during spring and autumn and are self- financing. Courses are normally 12 weeks in duration, however there are a number of externally accredited programmes that are delivered over one to two years.
- Evening Courses present opportunities for learners to socialise, develop new skills and gain accredited certificates that may lead to employment opportunities. Schools/Colleges try to meet the needs of adult learners in local communities by offering hobby, special interest and accredited programmes for professional development.
- Learners can enroll online at www.meathnightclasses.ie and www.louthnightclassess.ie or attend open nights in the schools involved.
- Examples of the wide range of courses offered during Autumn and Spring 2015 included Arts and crafts ,Photography, Computer skills, intermediate and beginners, ECDL, Leaving Certificate Maths and English revision, Cookery, Dancing, Pilates, Spanish, Bike maintenance, Health and Fitness, Dog Grooming, Millinery, Childcare modules levels 5 and 6, Healthcare Modules, Business administration modules & Accounting Technicians of Ireland

Quality Assurance and Certification in Further Education & Training

Patricia Hehir

Telephone: 046 9012151

Email: phehir@lmetb.ie

The 2012 Qualifications and Quality Assurance (Education & Training) Act requires providers to set out their own quality assurance procedures which promote and support quality in education and training programmes offered. Quality Assurance is the term generally used to describe the processes that seek to ensure that the learning environment reaches an acceptable threshold of quality, and should underpin all activities of an ETB. In the recently published Core Statutory QA Guidelines developed by QQI (April 2016), the following areas were identified as aspects which should be addressed by the provider under four main themes including: Quality Management, Programme Delivery, Information Provision and Monitoring and Review.

Certification Numbers for 2015

Of the many vital aspects of quality service provided to learners within LMETB, one area which both learners and employers can view to gauge progress and achievement, is that of certification. In 2015, there were a total of 7207 awards certified to learners, comprising of 1303 major awards and 5904 minor or component awards. 67% of all participants were female and the remaining 33% were male. The age categories are identified as follows:

- 38%: 15-24 years of age
- 16%: 25-34 years of age
- 20%: 35-44 years of age
- 15%: 45-54 years of age
- 11%: 55 years of age and over

The main field areas of study by learners comprised of:

- Generic programmes and general learning – 2082 awards
- Health & Welfare – 1859 awards
- Business Administration & Law – 1012 awards
- Services – 834 awards
- Arts & Humanities – 622 awards

Other field areas comprised of ICT, Agriculture Forestry Fisheries & Veterinary, Social Sciences, and Engineering Manufacturing & Construction, demonstrating the wide range of provision within LMETB.

Overall, effective Quality Assurance should seek to be a continual process with the aim of maintaining and improving the standards and experience for learners. It should also be a supportive infrastructure which permeates all activities throughout the organisation thus building a community of practice which is committed to quality provision.

Music Generation

Director: Gemma Murray

Telephone: **042 9364635**

Email: musicgeneration@lmetb.ie

Website: www.musicgenerationlouth.ie

Music Generation Louth is part of Music Generation, Ireland's National Music Education Programme that aims to transform the lives of children and young people through access to high quality performance music education in their own locality. An initiative of Music Network – Music Generation is co-funded by U2, The Ireland Funds, The Department of Education and Skills and Local Music Education Partnerships.

Music Generation Louth is managed by Louth Music Education Partnership, led by Louth and Meath Education and Training Board. Local partnership income and support in kind is provided by Create Louth, Louth and Meath Education and Training Board and Dundalk Institute of Technology.

Achievements/Developments

- Participation by approximately 3,500 children and young people in 8 programmes delivered across Co Louth by a team of 30 music tutors.
- Activity in 2015 extended to reach children and young people in 29 Louth schools and 6 community settings, ranging from early years music sessions, choral and instrumental programmes, composition workshops and various ensemble rehearsals.
- Local performance highlights of the year included concerts for families and friends at the Barbican Centre, Drogheda, Foy Centre, Carlingford, Parish Centre, Ardee, An Táin, Dundalk and DkIT Music Department, Dundalk showcasing various on-going programmes and ensembles that have been established.

Youth Services

Meath

Co-ordinator: Elma McMahon

Telephone: 046 9068243

Email: emcmahon@lmetb.ie

- Continuous Improvement Plan, Progress Plan & Logic Model training for Youth Work Ireland & Involve. Completion of first cycle of National Quality Standards Framework. Engagement with Voluntary Youth Groups with Standards for Youth Clubs.
- Support of existing clubs and development of new clubs. Over 150 youth clubs in Meath.
- Co-ordinated and presented Musical Extravaganza in An Táin, Spraoi Mór in The Barbican and Francis Ledwidge Poetry Award in Slane Castle involving all schools in LMETB.
- €46,187 awarded to 70 Youth clubs under Local Youth Club Grant Scheme.
- 17 youth leaders enrolled in QQI 5 Youth Work (major) with Community Education.
- Implementation of National Quality Standards for Voluntary-Led Youth Groups.
- Member of Comhairle na nÓg Steering Committee and CYPSE sub-committee.
- Examination of Capital Funding for Youth Projects, Youth Employment Initiatives for Department of Children & Youth Affairs.
- Completion of NUI Health Promotion Certificate.

Youth Services

Louth

Co-ordinator: Ian Walker

Telephone: 042 9334047

Email: iwalker@lmetb.ie

- Funding from the Department of Children and Youth Affairs to Dundalk Youth Centre for Installation of a soundproof music recording booth and emergency exit with associated paths.
- Local Voluntary Youth Club Funding - €31,750 awarded to 51 Youth clubs.
- 18 part-time students enrolled in QQI 5 Youth Work (major) completed the following 4 modules Young People in Society, Understanding Youth Work, Working with Young People and Work Experience.
- National Quality Standards Framework development work with all DCYA (Department of Children and Youth Affairs) funded Youth Projects Cycle one complete. Implementation of National Quality Standards for Voluntary-Led Youth Groups.
- Themed Projects – Community Action for Smoking Cessation, funding awarded to Omeath YC and Southside Drogheda. Award for short film awarded to Dundalk Youth Centre. (Awards from Irish Cancer Society).
- Child Protection courses in Dundalk and Drogheda. SafeTALK, suicide alertness course.

EU Projects

LMETB has extensive experience of co-ordinating and participating in EU funded projects addressing the needs of school children and adult learners. The successful delivery of projects demonstrates the capacity of LMETB to engage with a comprehensive number of learners and its ability to deliver projects within budget and within a specified time-frame. Examples of projects awarded in 2015 included:

- **The Aris Project:** Promoting and developing the concept of an ‘encore career’ where long-term unemployed persons in their prime working age -35 to 50 years old – can access re-training opportunities to add new skills that are appropriate to the knowledge intensive economy and help re-launch their careers at a higher skilled, more sustainable level.
- **Lifelong Readers 2.0:** This project draws from the experiences accumulated through the previous Lifelong Readers 1.0 project (LiRe). It aspires to encourage, guide, and facilitate the creation of reading cultures and communities among pre-teens and teenagers, as well as among university students and adults through the use of Web 2.0 technologies, such as wikis, blogs, twitter, Facebook and other forms of digital/social reading and “book-talking.”
- **Innovation Eco Systems:** This project is about the identification, testing, development and assessment of new innovative approaches in the VET (Vocational Education and Training) sphere which have mainstreaming potential.
- **Us and Them:** Strengthening education and training paths of AE educators. The project aims to help develop a set of new skills and competences. Other skills developed include multicultural skills to adapt learning environments to various cultures and backgrounds and skills on implementing positive attitudes toward language, race, cultural & ethnic diversity
- **i- Decide:** This is a forward-looking project, with the aim to support policymakers, school leaders and educators on how to develop inclusive policies and practices in their schools.
- **SciFun:** The aim of the project is to address the challenge of engagement in science through an innovative approach to science teaching and learning. This project aims to make learning science fun and relevant. The project builds on the experiences of a previous project SciFi Ed.
- **DIDO:** This project will develop a suite of continuous professional development resources for teachers, trainers, mentors and counsellors that address the didactic needs of professionals who work in a range of diverse workplace learning environments.

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Achievements/Developments

- In May, the Regional Skills and Training Centre was officially launched by Margaret Reilly, MD of CTR Manufacturing & Grand Designs Drogheda. Margaret completed her apprenticeship with the Training Centre in Cabinet Making and as a trainee on a full time day course (Computer Aided Design). Margaret then set up her own business and employed and trained apprentices.
- Apprenticeship Management – On-the-job monitoring, registering of apprentices and an advisory service to employers. There are currently over 450 Employers and over 600 active Apprentices. Apprenticeship registrations has risen significantly due to increased employment
- RSTC managed and scheduled Phase 4 and Phase 6 Apprentices classes in conjunction with Dundalk Institute of Technology. 14 Phase 4 and 6 programmes were delivered to over 200 Apprentices in Electrical, Carpentry and Joinery, Motor Mechanics and Electrical.
- Through Contracted Training, RSTC Delivered 60 courses to approx. 1,200 Learners throughout the LMETB region. All of the courses delivered were labour market relevant with the majority of learners transferring directly into employment on successful completion of the programme.
- Through the Community Training Programme RSTC delivered and supported 9 Local Training Initiative's throughout Louth and Meath. LTI's support learners gain qualification and employment who present with geographical and social disadvantage. Again the majority of learners completing either transferred into employment or progress to FET programmes.
- Magnet Community Training Centre: The Centre was transformed in 2015 due to the work of the BOM and Staff. Paul Rosbotham was appointed manager. Achievements were celebrated at Awards Day in December when 37 Learners achieved QQI Major Awards at Level 3, 4 and 5.

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- RSTC delivered training to approximately 150 Learners presenting with high support/ special needs in Louth and Meath through our partnership with the National Learning Network.
 - In the Training Centre in Coes Rd. Dundalk RSTC delivered 120 non apprenticeship courses to 1,340 Learners across the whole spectrum of occupational training areas. The majority of learners completing these courses transferred into employment or progressed to FET on completion.
 - In 2015 in conjunction with SOLAS RSTC monitored and quality assured over 300 courses and 1,000 Learners in the Construction Skills Certification Scheme (CSCS)
 - In 2015 RSTC delivered and designed a number of new innovative courses including:
 - Consolidated Call Centre Programme in conjunction with a local digital payments company in Dundalk where 17 out of the 19 Learners were offered employment;
 - Professional bus driving programme with local Bus Company (Matthews) provided technical inputs and work experience;
 - Construction Operative Course which was endorsed as good practice by the Construction Industry Federation and gives Learners the professional skills to work as a Construction Technician. The programme was delivered in Drogheda, Navan and Dundalk;
 - General Engineering programme including CNC (Computer Numeric Control) aimed at under 25s and responding to needs of local engineering firms. Learners are currently on work experience and we are working with them mostly to secure engineering apprenticeships.
 - IN 2015 LMETB through the RSTC was active in developing and supporting proposals for new apprenticeships to the Apprenticeship Council. These included Butchery and fresh Food Retail, IT, Childcare, Professional Driver, etc.
 - On the 3rd December 2015 RSTC was proud to launch the new Apprenticeship trade of Pipefitting in the Training Centre in Dundalk. The programme will be delivered in RSTC and apprentices from all over Ireland will complete their Phase 2, 4 and 6 off-the job training
 - In 2015 RSTC received the Prodigy “Outstanding Centre of Excellence Award” presented to RSTC Dundalk for excellence in delivery of IT Training.



lmetb

*Bord Oideachais agus
Oiliúna Lú agus na Mí*

Louth and Meath Education
and Training Board