

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

Annual Report 2019

lmetb



EUROPEAN UNION
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An Roinn Oideachais
agus Scileanna
Department of
Education and Skills



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Chairperson's Introduction



I am delighted to present the Annual Report for Louth and Meath Education and Training Board for 2019. LMETB is one of the fastest growing ETBs in the country and is always responsive to the needs of our students and learners, and their parents and guardians. I am proud of the level of service provided by LMETB to the people of the North East.

It is gratifying to note that in recent times LMETB has been repeatedly selected as the patron of choice at both primary and post primary level by communities in the north east which speaks volumes about the quality of the service we offer and the dedication of staff.

LMETB has made huge strides in recent years to improve the building infrastructure of its schools and centres. Plans are well advanced to bring new and exciting developments to fruition including cross border initiatives to respond to the departure of the UK from the EU, and projects to meet the training need in advanced manufacturing in the North East region.

In addition to the ongoing collaborative efforts with our funders in the Department of Education and Skills and SOLAS, LMETB has also worked closely with stakeholders at both regional and national levels - including Local Authorities, Enterprise Ireland, SEAI and IHREC - to develop far reaching initiatives to enhance the lives of the communities we serve in an equitable and sustainable manner.

I wish to pay tribute to the staff of LMETB who have continued to deliver teaching and learning, to pay staff, trainees, apprentices and suppliers in the midst of the Covid-19 pandemic. I am proud of the fortitude and determination of staff. I wish learners, parents, guardians and staff continued good health.

Cllr Nick Killian
Chairman

Chief Executive's Foreword



I am pleased, as Chief Executive of Louth and Meath Education and Training Board (LMETB), to present the Annual Report of 2019. LMETB is a progressive dynamic organisation which responds to the needs of a growing population and provides an inclusive education across counties Louth and Meath.

In this context LMETB, as the largest education provider in the region, provides professional patronage to all our schools and Centres of Further Education. Demographic changes and population growth in Louth and Meath have contributed to a very exciting and challenging period for LMETB. I am delighted that LMETB have been chosen as patron for a new 1,000 pupil secondary school in Enfield as recently announced by the Minister for Education and Skills Joe McHugh TD. This new school will greatly enhance the provision of education and learning for the Enfield and South Meath area. In 2019, our Capital Section sought and received approval from the Department of Education and Skills to procure a site for a permanent school for Ard Rí Community National School. This will be a welcome addition to the lively, growing town of Navan and I would like to take this opportunity to thank the officials in the Department for their assistance in securing the site. Many of our established schools throughout Louth and Meath have experienced an exponential period of growth in 2019 which has led the way to significant developments in enrolment and expansion. The long-term projected enrolment of Coláiste na hInse, Laytown will increase to 1,300 which will see the commencement of a major permanent extension in the future. Similarly, Beaufort College, Navan will also see an increase in their long-term projected enrolment to 1,000 together with a state-of-the-art Special Needs Unit. Approval to appoint a Design Team is expected in early Spring. Approval of a major extension at Dunshaughlin Community College will enable school management to cater for 1,300 pupils and a new Gymnasium and Fitness suite will form part of this extension. Schedules of Accommodation for the foregoing schools is currently being agreed with the Department of Education and Skills.

LMETB look forward to exciting and innovative future development opportunities in the FET area including a new Advanced Manufacturing and Technology Training Centre of Excellence in Dundalk. This Advanced Manufacturing and Technology Training Centre of Excellence will be located on the Dublin to Belfast Economic Corridor and will provide the advanced manufacturing and technology skills needed for the future of manufacturing in the region. It is envisaged that this will boost participating companies' productivity and competitiveness and support the adoption of new technologies to meet global /Brexit challenges and be a decided advantage to the region in supporting industry following the disruption of Covid 19.

LMETB commenced a major project in 2019 to move to a shared service payroll provider. The service will be hosted by the Department of Education and Skills' ESBS team based in Blanchardstown. This culminated in our first pay run successfully being made by ESBS on 17th April. I take this opportunity to congratulate Ms. Deirdre Mc Donnell Assistant Secretary, her team in ESBS and Mr. Brian Murphy Director OSD here in LMETB and his team for their dedication, commitment and hard work in this very notable achievement against the backdrop of the challenges posed by Covid-19 and the impact of imposed restrictions. Well done to all! LMETB also rolled out a suite of initiatives in the areas of governance and procurement to ensure compliance with the requirements of the Code of Practice for the Governance of Education and Training Boards.

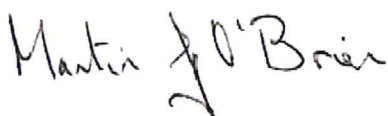
Towards the end of 2019 a new Board was appointed to LMETB. As with the previous board, the members, both individually and collectively, bring a wealth of experience and expertise which ensures that LMETB has the strategic guidance necessary to meet the challenges over the coming years. I want to acknowledge the continued support and contribution of our dedicated Board Members.

On a sadder note LMETB lost Cllr. Oliver Tully, a committed advocate and friend, in July 2019. Cllr. Tully was a former Chairperson of County Louth VEC, LMETB and a member of several committees and boards of management. Ar dheis Dé go raibh a anam.

The developments outlined above enhance growth opportunities, support teaching and learning and enable LMETB fulfil its statutory role. To our teachers, tutors, instructors, caretaking, cleaning and administrative staff I express my appreciation for your professionalism in responding to Covid-19 and making it possible to maintain the continuity of learning experience for our students and learners, congratulations and well done you can be justifiably proud of your contribution. Well done one and all. This report is an opportunity to showcase the excellent work of all the staff who work tirelessly to provide a top-class education to children and adults across Louth and Meath. I look forward to reviewing and implementing further fresh, new and exciting developments into 2020 and beyond.

Mr. Martin G. O'Brien

Chief Executive





Mission Statement

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

Requirements of Code of Practice for the Governance of ETBs (Circular Letter 0002/2019)

The Code requires that a number of items are included in the Annual Report. These items and their location in the report are detailed below.

- A. *(Code of Practice Reference - Page 7)* Boards are required to confirm to the Minister for Education and Skills in both the Annual report and the Chairperson's Statement that they comply with the up-to-date requirements of the Code in their governance practices and procedures.

LMETB complies with the up-to-date requirements of the Code in its governance practices and procedures with the exception of the following matters: The statement on the system of internal control which accompanies this report sets out a number of issues of control. These are in the areas of provision of pension statements to members of the single pension scheme and procurement. Other than those it is confirmed that all appropriate procedures for financial reporting, internal audit, travel, procurement and asset disposals are being carried out.

- B. *(Code of Practice Reference - 1.13)* Board should explain in the annual report their responsibility for the preparation of the annual report and financial statements and whether, based on the information available to it, it considers that the financial statements properly present the income and expenditure of the Board and the state of affairs of the Board.

Under Section 12 (2) (f) of the 2013 Education and Training Boards Act the adoption of an annual report under section 28 is a reserved function of the Board. Section 28 of the Act states:

(1) Each education and training board shall, not later than 30 June in each year, prepare, adopt and submit to the Minister a report in relation to the performance of its functions during the year immediately preceding the year in which the report is submitted, and the Minister shall, as soon as may be after receiving the report, cause copies of the report to be laid before each House of the Oireachtas.

(2) A report under subsection (1) shall include a statement of the services provided by that board in the year to which the report relates, details of any gifts referred to in section 29(4) and such other particulars as it considers appropriate or as the Minister may direct.

(3) As soon as practicable after the report has been laid before each House of the Oireachtas, an education and training board shall publish it on the internet.

Under Section 12 (2) (l) of the 2013 Education and Training Boards Act the keeping of accounts in accordance with Section 51 is a reserved function of the Board. Section 51 of the Act states:

(1) An education and training board shall keep in such form and in respect of such accounting periods as may be approved by the Minister, with the consent of the Minister for Finance and the Minister for Public Expenditure and Reform, all proper and usual accounts of monies received or expended by it and shall keep in such form as aforesaid all such special accounts as the Minister with the consent of the Minister for Finance and the Minister for Public Expenditure and Reform may, from time to time, direct.

(2) Accounts kept in accordance with this section shall be submitted, not later than 1 April in the year immediately following the accounting period to which they relate or on such other date as the Minister may, from time to time, specify, by an education and training board to the Comptroller and Auditor General for audit and, immediately after the audit, a copy of the accounts, and of such other (if any) accounts kept in accordance with this section as the Minister, after consultation with the Minister for Finance and the Minister for Public Expenditure and Reform, may direct and a copy of the Comptroller and Auditor General's report on the accounts shall be presented to the Minister who shall, as soon as may be, cause copies thereof to be laid before each House of the Oireachtas.

The Board acknowledges its responsibility under the 2013 Education and Training Boards Act to prepare an annual report and financial statements. An annual report was approved by the Board on 21 May 2020. A revised annual report including amendments made at the request of the Department of Education and Skills was approved by the Board on dd mm 2020. Draft Financial Statements for 2019 were approved by the Board on 26 March.

- C.** *(Code of Practice Reference - 4.7) The frequency of meetings of the Board and its Audit and Risk and Finance Committees along with a record of attendance of each Board Member at Board meetings should be reported in the Annual Report.*

Please see pages 14 to 16 of this report.

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- D. (Code of Practice Reference - 6.3) In addition to disclosure requirements and of the ETB's governing legislation, applicable accounting standards and other regulations applying to the ETB, specific elements to be disclosed in the annual report and financial statements include:
- A statement of how the Board operates, including a statement of types of decisions to be taken by the Board and which are to be delegated to management.

The primary rules governing the Board are the 2013 Education and Training Boards Act and the Code of Practice for the Governance of ETBs (Circular Letter 0002/2019). The Board meets a minimum number of times annually, proceedings of those meetings are governed by Standing Orders. In accordance with Section 12 of the 2013 Act the functions of an ETB are defined as reserved (performed by the Board) and executive (performed by the Chief Executive, in accordance with the policies of the ETB, and who is accountable to the Board for the due performance of his/her functions). The presence of a senior management tier allows for formal delegation of roles and tasks from the Chief Executive with a view to effective management of the demands of the organisation along with promotion and implementation of good governance practices. Reserved functions are set out in Appendix 1, all other functions are executive functions.

The names of the Chairperson, the deputy Chairperson (if any), the Chief Executive and members of the Board and Board committees.

Please see pages 12 to 19 of this report.

- E. (Code of Practice Reference - 6.4 (iii)) ETBs are required to publish in their annual report and/or financial statement details of non-salary-related fees paid in respect of Committee members analysed by category of fees.

Please see page 13 of this report.

- F. (Code of Practice Reference - 6.4 (iv)) The number of meetings of the Board and its Audit and Risk and Finance committees and the attendance of each Board member at Board meetings should be reported in the annual report.

Please see pages 13 to 16 of this report.

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- G.** *(Code of Practice Reference - 6.4 (v))* ETBs should disclose in their annual report and/or financial statements aggregate details of the compensation of their key management analysed by the following categories: (a) Salaries and short-term employee benefits; (b) Post-employment benefits; and (c) Termination benefits;
An ETB shall also disclose key management compensation in total.

Please see page 19 of this report.

- H.** *(Code of Practice Reference - 6.4 (vi))* ETBs should publish details of the number of employees whose total employee benefits (excluding employer pension costs) for the reporting period fell between €0 and €59,999 and within each pay band of €10,000 from €60,000 upwards and an overall figure for total employer pension contributions in their annual report and/or financial statements.

Please see page 19 of this report.

- I.** *(Code of Practice Reference - 6.6)* The Chairperson's report to the Minister regarding the system of internal control (paragraph 6.8) should be included in the annual report of the ETB

The Chairperson's report for 2019 was furnished to the Minister

- J.** *(Code of Practice Reference - 7.2)* Key elements of the Board's oversight of risk management include confirmation.... in the annual report that the Board has carried out an assessment of the ETB's principal risks, including a description of these risks, where appropriate, and associated mitigation measures or strategies.

Please see page 65 of this report.

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- K. (Code of Practice Reference - 7.4) The following are the key internal control procedures designed to provide effective internal control including....confirmation in the annual report that there has been a review of the effectiveness of the system of internal control.

The Audit and Risk Committee carried out a review of the effectiveness of the system of internal control at its meeting on 13 March. At this meeting the committee concluded that LMETB's system of internal control operated effectively during the reporting period (2019) and that the system of internal reporting gives early warning of internal control failures and emerging risks. At its meeting on 25 March, the finance committee reviewed the report of the Audit and Risk Committee to the Board to ascertain that the ETB has an adequate System of Internal Control. The Finance Committee accepted the draft financial statements as presented by the Chief Executive and recommended that they should be signed by the Chairperson. The Board reviewed the work of both committees at its meeting on 26 March and approved the Statement of Internal Control.

The Board of LMETB

Following local elections in May 2019, a new Board of twenty-one members was formed in accordance with Part 3, Sections 30 and 31 of the Education and Training Board Act 2013. The following were members of the Board in 2019:

Current LMETB Board: Constituted July to September 2019 ⁽¹⁾	Outgoing LMETB Board: January to July 2019	Nominated By
Cllr. Eileen Tully	Cllr. Oliver Tully RIP	Louth County Council
Cllr. Antoin Watters	Cllr. Antoin Watters ⁽²⁾	Louth County Council
Cllr. Erin McGreehan (<i>Deputy Chairperson</i>)	Cllr. Maeve Yore	Louth County Council
Cllr. Marianne Butler	Cllr. Marianne Butler	Louth County Council
Cllr. John Sheridan	Cllr. Peter Savage	Louth County Council
Cllr. Maria Murphy	Cllr. Maria Murphy	Meath County Council
Cllr. Emer Tóibín	Cllr. Eimear Ferguson	Meath County Council
Cllr. Wayne Harding	Cllr. Wayne Harding	Meath County Council
Cllr. Sharon Tolan	Cllr. Sharon Tolan (<i>Chairperson</i>)	Meath County Council
Cllr. Nick Killian (<i>Chairperson</i>)	Cllr. Nick Killian	Meath County Council
Cllr. Damien O'Reilly	Cllr. Damien O'Reilly	Meath County Council
Cllr. Deirdre Geraghty-Smith	Cllr. Trevor Golden	Meath County Council
Ms. Karen Tobin	Ms. Catherine Clair	LMETB Staff Representative
Mr. Ciarán O'Donnell	Mr. Ciaran O'Donnell (<i>Deputy Chairperson</i>)	LMETB Staff Representative
Ms. Irene Brady	Ms. Ashimeduwa Okonkwo	LMETB Parent Representative
Mr. Billy Watson	Mr. Cormac Bohan	LMETB Parent Representative
Mr. Bill Sweeney	Mr. Bill Sweeney	Representative of Business, Industry and Employers
Mr. Paul Dermody		Representative of Business, Industry and Employers
Ms. Roisin Duffy	Mr. Sean Carey ⁽³⁾	Representative of Learners
Ms. Siobhán Greer	Ms. Siobhán Greer	Representative of persons engaged in the Management of, or Leadership in, recognised schools
Ms. Máirín Uí Fháinnín	Ms. Jennifer D'Arcy	Undesignated
	See note 4 below	Undesignated

Notes

(1) The current board was constituted over several meetings in line with the requirements of the 2013 Education and Training Boards Act.

(2) Cllr. Antoin Watters joined the board on 31 January 2019 following the resignation of Cllr. Tomás Sharkey.

(3) Mr. Sean Carey resigned from the board on 28 February 2019.

(4) Mr. Alan Breathnach resigned from the board during 2018.

LMETB Board Meetings/Attendance and Fees

Details of the non-salary-related fees paid in respect of Committee members analysed by category of fees are included in the Annual Financial Statements for the year ended the 31st of December 2019 which will be published within one month of receipt from the Office of the Comptroller and Auditor General. The table on page 14 shows attendance by board members at meetings during 2019.

Outgoing LMETB Board up to August 2019	Current LMETB Board from August 2019	Dates of Meetings										No. of Board Meetings Attended/ Eligible to Attend
		10/1/2019	31/1/2019	28/2/2019	28/3/2019	2/5/2019	29/8/2019	16/9/2019	10/10/2019	21/11/2019	9/12/2019	
	Cllr. Eileen Tully (3)								✓	✓		2/3
Cllr. Antóin Watters	Cllr. Antóin Watters (4)		✓	✓		✓	✓	✓	✓			6/10
	Cllr. Erin McGreehan – Deputy Chairperson (4)						✓	✓	✓	✓		4/5
Cllr. Marianne Butler	Cllr. Marianne Butler (4)	✓	✓	✓		✓	✓	✓	✓		✓	8/10
	Cllr. John Sheridan (4)							✓	✓	✓		3/5
Cllr. Maria Murphy	Cllr. Maria Murphy (4)	✓	✓		✓	✓	✓	✓	✓	✓	✓	9/10
	Cllr. Emer Tóibín (4)						✓	✓	✓		✓	4/5
Cllr. Wayne Harding	Cllr. Wayne Harding (4)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	10/10
Cllr. Sharon Tolan - Chairperson	Cllr. Sharon Tolan (4)		✓	✓		✓	✓	✓	✓	✓	✓	8/10
Cllr. Nick Killian	Cllr. Nick Killian – Chairperson (4)	✓	✓	✓	✓	✓	✓		✓	✓	✓	9/10
Cllr. Damien O'Reilly	Cllr. Damien O'Reilly (4)	✓	✓	✓	✓		✓	✓	✓	✓	✓	9/10
	Cllr. Deirdre Geraghty Smith (4)						✓		✓	✓	✓	4/5
	Ms. Karen Tobin (5)						✓	✓	✓	✓	✓	5/5
Mr. Ciarán O'Donnell – Deputy Chairperson	Mr. Ciarán O'Donnell (5)	✓	✓	✓	✓	✓	✓	✓	✓	✓		9/10
	Ms. Irene Brady (2)							✓	✓	✓	✓	4/4
	Mr. Billy Watson (2)							✓			✓	2/4
Mr. Bill Sweeney	Mr. Bill Sweeney (1)	✓	✓	✓	✓	✓			✓	✓		7/10
	Mr. Paul Dermody (1)								✓	✓		2/3
	Ms. Roisin Duffy (1)								✓			1/3
Ms. Siobhán Greer	Ms. Siobhán Greer (1)	✓	✓	✓	✓	✓			✓	✓	✓	8/10
	Ms. Mairín Uí Fháinnín (1)								✓	✓		2/3
Cllr. Oliver Tully, R.I.P. (4)		✓	✓	✓	✓	✓						5/5
Cllr. Maeve Yore		✓	✓	✓								3/5
Cllr. Peter Savage			✓		✓	✓						3/5
Cllr. Eimear Ferguson						✓						1/5
Cllr. Trevor Golden												0/5
Ms. Catherine Clair		✓		✓	✓	✓						4/5
MS. Ashimedua Okonkwo		✓			✓							2/5
Mr. Cormac Bohan		✓		✓	✓							3/5
Mr. Sean Carey		✓										1/1
Ms. Jennifer D'Arcy		✓		✓								2/5

Notes

(1) Community Representative nominated in September 2019

(4) Local Authority Representative nominated in July 2019

(2) Parent Representative nominated in August 2019

(5) LMETB Staff Nominee

(3) Nominated by Louth County Council in September 2019 to replace Cllr. Oliver Tully RIP.

Committees

Following the constitution of the current Board, several committees were established in accordance with the Education and Training Boards Act 2013.

Audit and Risk Committee		
Membership in 2019 under New Board	Membership in 2019 under Previous Board	
Mr. Peter McGrath (<i>Chairperson</i>)	Mr. Paul Morgan (<i>Chairperson</i>)	Non-Board Member
Mr. Hugh Farrell	Mr. Liam Coleman	Non-Board Member
Mr. Brendan McKenna	Mr. Martin Kelly	Non-Board Member
Ms. Roisin Duffy	Ms. Eimear Ferguson	Board Member
Mr. Bill Sweeney	Mr. Bill Sweeney	Board Member
Ms. Irene Brady	Mr. Cormac Bohan	Board Member

LMETB Audit and Risk Committee held three meetings in 2019. The table below shows attendance by committee members at meetings during 2019.

Membership in 2019 under New Board	Membership in 2019 under Previous Board	Date of meeting			No. of Meetings Attended/ Eligible to Attend
		07/03/2019	07/05/2019	16/12/2019	
Mr. Peter McGrath (<i>Chairperson</i>)				✓	1/1
Mr. Hugh Farrell				✓	1/1
Mr. Brendan McKenna					0/1
Ms. Roisin Duffy					0/1
Mr. Bill Sweeney	Mr. Bill Sweeney				0/3
Ms. Irene Brady				✓	1/1
	Mr. Paul Morgan (<i>Chairperson</i>)	✓	✓		2/2
	Mr. Liam Coleman	✓	✓		2/2
	Mr. Martin Kelly	✓			1/2
	Cllr. Eimear Ferguson		✓		1/2
	Mr. Cormac Bohan	✓			1/2

Finance Committee		
Membership in 2019 under New Board	Membership in 2019 under Previous Board	
Mr. Bill Sweeney (<i>Chairperson</i>)	Cllr. Oliver Tully RIP (<i>Chairperson</i>)	Board Member
Cllr. Nick Killian	Cllr. Nick Killian	Board Member
Ms. Roisin Duffy	Mr. Bill Sweeney	Board Member
	Ms. Ashimedua Okonkwo	Board Member
Mr. Hugh Farrell	Mr. Brendan McKenna	Non-Board Member
Mr. Brendan McKenna		Non-Board Member
Ms. Mary Oliver		Non-Board Member

LMETB Finance Committee held three meetings in 2019. The table below shows attendance by committee members at meetings during 2019.

Membership in 2019 under New Board	Membership in 2019 under Previous Board	Date of meeting			No. of Meetings Attended/ Eligible to Attend
		20/02/2019	25/03/2019	16/12/2019	
Mr. Bill Sweeney (<i>Chairperson</i>)	Mr. Bill Sweeney	✓	✓		2/3
Cllr. Nick Killian	Cllr. Nick Killian	✓		✓	2/3
Ms. Roisin Duffy					0/1
Mr. Hugh Farrell				✓	1/1
Mr. Brendan McKenna	Mr. Brendan McKenna	✓	✓		2/3
Ms. Mary Oliver				✓	1/1
	Cllr. Oliver Tully RIP (<i>Chairperson</i>)	✓	✓		2/2
	Ms. Ashimedua Okonkwo		✓		1/2

Land and Buildings Committee		
Membership in 2019 under New Board	Membership in 2019 under Previous Board	
Ms. Roisin Duffy (<i>Chairperson</i>)	Cllr. Oliver Tully RIP (<i>Chairperson</i>)	Board Member
Mr. Bill Sweeney	Mr. Bill Sweeney	Board Member
Mr. Ciaran O'Donnell	Mr. Ciaran O'Donnell	Board Member
Cllr. Nick Killian	Cllr. Nick Killian	Board Member
Cllr. Sharon Tolan	Cllr. Maeve Yore	Board Member
Cllr. Antoin Watters	Cllr. Antoin Watters	Board Member

LMETB Land & Buildings Committee held four meetings in 2019.

Youth Work Committee		
Membership in 2019 under New Board	Membership in 2019 under Previous Board	
Cllr. Marianne Butler (<i>Chairperson</i>)	Cllr. Marianne Butler	Board Member
Cllr. Antoin Watters	Cllr. Eimear Ferguson	Board Member
Cllr. Maria Murphy		Board Member
Ms. Jenny D'Arcy (Non-Board Member)	Ms. Jenny D'Arcy (<i>Chairperson</i>) (Board Member)	
Mr. Bernard McPhilips (<i>Foroige</i>)	Mr. Bernard McPhilips (<i>Foroige</i>)	Non-Board Member
Mr. Leonard Callaghan (<i>CYPSC/Tusla</i>)	Mr. Leonard Callaghan (<i>CYPSC/Tusla</i>)	Non-Board Member
Ms. Ger Hogarty (<i>Youth Work Ireland</i>)	Ms. Ger Hogarty (<i>Youth Work Ireland</i>)	Non-Board Member
Ms. Clodagh O'Mahony (<i>Community Representative</i>)	Ms. Clodagh O'Mahony (<i>Community Representative</i>)	Non-Board Member
Garda Catherine Cronin (<i>Garda Juvenile Liaison Officer, Meath Garda Division</i>)	Mr. Jordan McKenna O'Callaghan	Non-Board Member
Mr. Graham Russell (<i>Louth Sports Partnership</i>)	Ms. Wiktoria Borsuk (<i>Secondary Schools Union</i>)	Non-Board Member

LMETB Youth Work Committee held four meetings in 2019.

Adult Education Committee		
Membership in 2019 under New Board	Membership in 2019 under Previous Board	
Cllr. Maria Murphy (<i>Chairperson</i>)	Cllr. Maria Murphy	Board Member
Cllr. Eileen Tully	Cllr. Oliver Tully RIP.	Board Member
Cllr. Nick Killian	Cllr. Nick Killian	Board Member
Cllr. Erin McGreehan	Ms. Jenny D'Arcy	Board Member
Ms. Sarah Gates (Mosney Centre)	Ms. Sarah Gates (Mosney Centre)	Non-Board Member
Mr. Michael McDonagh (Travellers Support)	Mr. Michael McDonagh (Travellers Support)	Non-Board Member
Mr. Jackie Moran (Community Representative)	Mr. Jackie Moran (Community Representative)	Non-Board Member
Mr. Alan O'Hanlon (Education Representative)	Mr. Alan O'Hanlon (Education Representative)	Non-Board Member
	Ms. Marian McCullagh	Non-Board Member

LMETB Adult Education Committee held three meetings in 2019.

Gifts, Trusts and Scholarships Committee		
Membership in 2019 under New Board	Membership in 2019 under Previous Board	
Mr. Ciaran O'Donnell (<i>Chairperson</i>)	Mr. Ciaran O'Donnell (<i>Chairperson</i>)	Board Member
Cllr. Sharon Tolan	Cllr. Maeve Yore	Board Member
Cllr. John Sheridan	Mr. Cormac Bohan	Board Member
Mr. Bill Sweeney	Mr. Bill Sweeney	Board Member

LMETB Gifts, Trusts and Scholarships Committee held five meetings in 2019.

Louth Music Education Partnership		
Membership in 2019 under New Board	Membership in 2019 under Previous Board	
Ms. Siobhan Greer (<i>Chairperson</i>)	Ms. Siobhan Greer	Board Member
Ms. Sinéad McDonnell (<i>Deputy Principal Bush Post Primary School</i>)	Ms. Sinéad McDonnell (<i>Deputy Principal Bush Post Primary School</i>)	Non-Board Member
Ms. Úna Kirk (<i>Deputy Principal St. Oliver's Community College Drogheda</i>)	Ms. Úna Kirk (<i>Deputy Principal St. Oliver's Community College Drogheda</i>)	Non-Board Member
Ms. Mary Capplis (<i>Acting Arts Officer Louth County Council</i>)	Mr. Brian Harten (<i>Chairperson</i>)	Non-Board Member
Ms. Deirdre Sweeney (<i>Principal Scoil Mhuire na Trócaire Ardee</i>)	Ms. Deirdre Sweeney (<i>Principal Scoil Mhuire na Trócaire Ardee</i>)	Non-Board Member
Ms. Orla Drumgoole (<i>Teacher St. Louis Secondary School Dundalk</i>)	Ms. Orla Drumgoole (<i>Teacher St. Louis Secondary School Dundalk</i>)	Non-Board Member
Dr. Adele Cummins (<i>Head of Creative Arts, Media and Music Dundalk Institute of Technology</i>)		Non-Board Member

Louth Music Education Partnership held six meetings in 2019.

LMETB Senior Management

LMETB Senior Management	
Mr. Martin G. O'Brien	Chief Executive
Ms. Fiona Kindlon	Director of Schools
Mr. Brian Murphy	Director of Organisation Support and Development
Ms. Sadie Ward McDermott	Director of Further Education and Training

Key Management Personnel Compensation

In accordance with Section 6.4(v) and Section 6.4 (vi) of the 2019 Code of Practice for Education and Training Boards, details on the remuneration benefits of the key management in LMETB, which would include the Chief Executive, and details of the number of employees whose total employee benefits (excluding employer pension costs) for the reporting period fell between €0 and €59,999 and within each pay band of €10,000 from €60,000 upwards and an overall figure for total employer pension contributions are provided in the Annual Financial Statements (AFS) for the year ended the 31st of December 2019 which will be published within one month of receipt from the Office of the Comptroller and Auditor General.

Overview and Résumé 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 manages and operates:

- 17 Second Level Schools including 1 with PLC provision
- 2 PLC Colleges
- 4 Community National Schools
- 1 Centre for European Schooling
- 1 Training Centre
- 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 is 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 seeks to make a real difference to the lives of the people it serves.

Schools and Colleges		
Beaufort College, Navan	Bush PPS, Dundalk	Coláiste De Lacy, Ashbourne
Coláiste Chú Chulainn, Dundalk	Colaiste Clavin, Longwood	Coláiste na hInse, Laytown
Coláiste na Mí, Navan	Coláiste Pobail, Ráth Chairn	Dunshaughlin Community College
Enfield Community College*	O'Carolan College Nobber	O'Fiaich College, Dundalk
Ratoath College	Scoil Uí Mhuirí, Dunleer	St. Oliver's Community College, Drogheda
St. Oliver PPS Oldcastle	St. Peter's College, Dunboyne	Drogheda Institute of Further Education
Dunboyne College of Further Education	Ard Rí CNS, Navan	Ashbourne CNS
Dunshaughlin CNS**	Faughart CNS, Faughart, Co. Louth	Centre for European Schooling Dunshaughlin

* Enfield Community College is scheduled to open in September 2020

** Opening of Dunshaughlin CNS is deferred until September 2020

Further Education and Training

Training Centre	Dundalk		
VTOS	Drogheda	Dundalk	Navan
Youthreach	Drogheda	Dundalk	
	Navan	Trim	
	Kells	Ashbourne	
	Laytown/Bettystown	Ardee	
Adult Learning Services	Drogheda	Dundalk	Navan
Adult Guidance	Trim	Kells	Oldcastle
Back to Education Initiative	Mosney	Laytown/ Bettystown	Dunshaughlin
Community Education	Dunboyne	Athboy	Ashbourne
	Ardee		
Evening Course Provision	9 centres in Louth and Meath		
Music Generation	Louth	Meath	
Youth Services	Louth	Meath	
Quality Assurance	Louth	Meath	

Schools Directorate

Breakdown of LMETB CNS and Post Primary Schools/Centres by County 2019

Primary/Post Primary School	County Louth	County Meath
Primary	1	3
Post Primary	5	12
Centre for European Schooling	-	1
Community Schools LMETB Joint Patron	2	4

The Schools of Choice for Parents/Guardians – Why demand for places is high for LMETB Schools and Colleges

1.	Provision of Excellence and Innovation in Education in all LMETB Schools and Colleges
2	LMETB schools and colleges provide a welcoming atmosphere for students, staff, parents and the local communities in which they operate.
3.	The LMETB school/college experience is one where a warm relationship exists between teachers and learners and the atmosphere in lessons is positive and conducive to learning.
4.	LMETB schools and colleges provide a broad and balanced curriculum with a diverse range of co-curricular and extra-curricular activities where the aptitudes of students are central to its design.
5.	Each LMETB school and college has built a very positive reputation in the local communities in which they operate, and each school continues to enjoy a strong visible presence and positive relations and feedback locally.
6.	A highly skilled, experienced and committed leadership and staff team who facilitate high quality teaching, learning and assessment for our students/learners.
7.	Demand for school places in LMETB schools and colleges continues to grow with demand for school places exceeding supply in many of the larger areas in which our schools and colleges are located.
8.	Students are motivated and provided with opportunities to become active and responsible participants in their own learning.
9.	Our schools and colleges promote high standards of behaviour centred on respect including respect for self, staff, other students, visitors to the school and respect for property.
10	Students attending LMETB schools and colleges have a school uniform which gives students a sense of belonging to a particular school and creates an identity in the community.
11	Senior Management teams are ably assisted by the Assistant Principal I, Assistant Principal II, teaching teams and in-house committees in promoting top quality leadership for learning at the school. Secretarial, caretaking and cleaning staff are on hand to support school management and parents/guardians throughout each academic year.

12	Each LMETB school and college has a Board of Management responsible for high standards of governance at the school. The Principal keeps the Board of Management well informed on school matters. A Financial Report is provided to the Board of Management at each meeting for discussion on school finances. At the end of all Board of Management meetings, the Board compiles an agreed report and a written copy of this is circulated to the relevant stakeholders. The Board are responsible for ensuring that a very effective system of policy development and review is in place and that all stakeholders including students, staff, parents and the Board of Management are consulted in policy formulation, development and review.
13	Board of Management members are provided with training twice yearly by LMETB to assist them in fulfilling their role of members of the school's Board of Management. LMETB commit to providing the Board of Management of schools and colleges with a range of professional support in the areas of Educational Leadership, Human Resources, Finance and Administrative matters, Capital Works, Information and Communications Technologies and Corporate Governance and Audit back up and support.
14	LMETB schools and colleges have clear Child Safeguarding Statements and Risk Assessments in place and on display in each school/college. The name of the designated liaison person for child protection matters is prominently displayed in the school's reception area. All teachers are aware that they are mandated persons and of their responsibilities in that regard
15	The curriculum on offer in LMETB schools and colleges comprises a range of active teaching, learning and assessment methodologies which are differentiated to meet the needs of students. Opportunities to bring the curriculum to life are provided within the classroom and in the provision of a broad and diverse range of co-curricular and extra - curricular activities
16	Effective School Self Evaluation processes are in place in LMETB schools and colleges. A thorough analysis of student attainment and the development of action plans for improvement and moving forward are carried out by management and staff
17	Digital technology has transformed the world we live in and students attending LMETB schools and colleges must become engaged thinkers, active learners, knowledge constructors and global citizens to flourish in modern society and the economy. LMETB schools and colleges facilitate a targeted and innovative use of technology to enrich teaching, learning and assessment
18	LMETB schools and colleges facilitate a series of themed weeks for implementation during the academic year. The purpose of these weeks is to complement teaching and learning experiences in the classroom and also to raise awareness around various themes and topics.
19	Student Councils at LMETB Schools and Colleges are a valuable resource for management, staff and students as they provide opportunity for Student Voice and enable students to have an active role in the many school related areas including policy making for the school. The Student Councils are also a means of communication between the students, staff and management. The councils have opportunities to discuss issues of concern raised by students and bring their concerns and suggested solutions to the notice of management for consideration. The councils also organise fundraising events, thus raising awareness and funds for various charities. Opportunities are also provided for the Student Council to meet with the Board of Management and discuss their plans for an academic year. In LMETB Schools and Colleges, a link teacher normally works with the Student Council throughout the course of an academic year.

20	In developing leaders of the future, students attending LMETB schools and colleges have opportunities to assume other leadership roles include peer mentoring programmes, Head Boy, Head Girl, prefect system, green schools committee, amber flag committee, yellow flag committee and school digital leaders.
21	Care for students is a major priority for students attending LMETB schools and colleges. Care structures are well supported by staff in key positions such as class teachers and members of the student services team including Guidance Counsellors at our schools. LMETB schools and colleges also consider how the school community is responding to student needs particularly those students dealing with certain challenges. Effective partnerships continue to be maintained with the Educational Welfare Services, TUSLA, National Educational Psychological Services (NEPS) and the National Council for Special Education (NCSE).
22	In all LMETB schools and colleges effective structures are in place to support students with Special Educational Needs (SEN) In class support and team-teaching models continue to be developed in our schools and colleges. Student Support Files are developed for SEN students in partnership with students, staff, parents and external agencies working with the student including NCSE, HSE and NEPS.
23	To ensure each student is supported in achieving their potential schools engage in ongoing monitoring and tracking of student progress over the course of their time in the school. Regular reports are provided to parents/guardians to advise them of academic progress. Class teachers, special education teachers, care support team and the school Deputy Principal and Principal are always available to advise students and their parents/guardians regarding progress to date, target setting and any additional supports needed to reach specific targets.
24	Numerous opportunities are scheduled in LMETB schools and colleges to reward students for their achievements and successes throughout the academic year. The school communicates successes and achievements to parents through a selection of methods including post cards home, awards ceremonies, graduation ceremonies, school newsletters, letters/notes of commendation sent home and regular updates on the school's website, Facebook and/or twitter pages. Regular awards include those in the areas of attendance, subject achievement, extra - curricular achievement, co-curricular achievement, student of the year and student leadership awards.
25	Parents Associations are an integral part of the school community. Parents Associations make vital and valuable contributions to the school's promotion, growth and development and are consulted on a selection of school policies. LMETB Parents Association also invest a huge amount of their free time, energy and commitment into the organisation of fundraising activities to improve the resources available to the young people in our schools. Requests for fundraisers are approved by the school Boards of Management and documented in the minutes of meetings.

26	Support for LMETB Schools & Colleges is provided through the LMETB administrative offices which are currently based in Abbey Road, Navan, Co. Meath and Chapel Street, Dundalk, Co. Louth. The LMETB Director of Schools also supports the leadership team and staff at LMETB schools and colleges in each of the areas of Leadership of Teaching and Learning, Governance and Management, Workforce Planning and Performance Management and co-ordination of the ETB's Management Team. The LMETB provides a comprehensive CPD programme for its Schools Leadership Team through regular workshops, conferences and school visits. School Leadership Teams also have access to the LMETB School Leadership Forum and a School Leaders Online Platform of resources to support leading teaching, learning and assessment in our schools.
27	LMETB students have excelled in State Examinations and the collective results of all our examination students are outstanding. Achievements like this demonstrate that commitment and hard work on the part of students is rewarded by fantastic results. These excellent results also demonstrate the competence, expertise and the experience of our teaching staff who guide students towards exam success. In general, across LMETB schools and colleges there has been a marked increase in the numbers of students taking higher level papers in a range of subjects and this is a trend that should continue in the future. Exceptional results were achieved in a range of subjects and many subject departments across schools reported that results were over national averages. A number of our Leaving Certificate students achieved well over 500 points and are currently pursuing courses and careers in a range of areas. As mentioned earlier student tracking and monitoring of progress has greatly assisted all members of the school community in ensuring that students are working to the best of their potential and securing the results they deserve.
28	The high numbers of students achieving scholarships and awards is one to be celebrated in LMETB schools and colleges. Further details on the achievements in this regard are outlined later in the report.

Details of LMETB Post Primary and Community National Schools 2019

1. Post Primary Schools (17)

School	Beaufort College, Navan, Co. Meath
Principal	Ms. Angela Crowcock
Deputy Principal	Mr. Ken Flynn
Phone	046-9028915
Website	www.beaufortcollege.ie
DEIS/Non DEIS	DEIS

School	Bush Post Primary School, Dundalk, Co. Louth
Principal	Mr. Kevin Joyce
Deputy Principal	Ms. Sinead McDonnell
Phone	042-9376246
Website	www.bpps.ie
DEIS/Non DEIS	DEIS

School	Dunshaughlin Community College, Dunshaughlin, Co. Meath
Principal	Mr. Shane Foley
Deputy Principals	Ms. Bridget Bennett Ms. Cathy Byrne Ms. Julie Anne Collins
Phone	01-825 9137
Website	www.dunshaughlincc.ie
DEIS/Non DEIS	Non DEIS

School	Coláiste Chú Chulainn/Colaiste Lu, Dundalk, Co. Louth
Principal	Mr. Thomas Sharkey
Deputy Principal	Mr. Richard Melaniphy Ms. Niamh O'Neill
Phone	042-9354553
Website	www.colaiстеcc.ie
DEIS/Non DEIS	Non DEIS

School	Coláiste na hInse, Laytown, Co. Meath
Principal	Ms. Anne Marie McCarrick
Deputy Principals	Ms. Kaye Duffy Mr. Liam Reilly Ms. Sarah Ross
Phone	041-9813335
Website	www.colaistenahinse.ie
DEIS/Non DEIS	Non DEIS

School	Coláiste na Mí, Navan, Co. Meath
Principal	Mr. Patrick Carr
Deputy Principal	Ms. Gemma O'Hart Mr. Michael McCarthy
Phone	046-9012130
Website	www.colaistenami.ie
DEIS/Non DEIS	Non DEIS

School	Coláiste Pobail, Ráth Chairn, Co. Meath
Principal	Mr. Macdara O'Duillearga
Deputy Principal	Mr. Proinsias O'Luachra
Phone	046-9432722
Website	www.cprathcairn.ie
DEIS/Non DEIS	Non DEIS

School	Coláiste De Lacy, Ashbourne, Co. Meath
Principal	Ms. Janice Corrigan
Deputy Principal	Mr. Barry O'Higgins
Phone	086-4102507
Website	www.colaistedelacy.ie
DEIS/Non DEIS	Non DEIS

School	O' Carolan College, Nobber, Co. Meath
Principal	Mr. Cathal Rogers
Deputy Principal	Ms. Helen Loftus/Ms. Maria Brady (Acting)
Phone	046-905 2177
Website	www.ocarolancollege.ie
DEIS/Non DEIS	DEIS

School	O' Fiaich College, Dundalk, Co. Louth
Principal	Mr. Padraig McGovern
Deputy Principals	Mr. Shane Williams Ms. Audrey Flood
Phone	042-9331398
Website	www.ofiaichcollege.ie
DEIS/Non DEIS	DEIS

School	Ratoath College, Ratoath, Co. Meath
Principal	Mr. Seamus Meehan
Deputy Principals	Mr. John McCarthy Ms. Donna Kelly Mr. Colm Connolly
Phone	01-8254102
Website	www.ratoathcollege.ie
DEIS/Non DEIS	Non DEIS

School	Scoil Uí Mhuirí, Dunleer, Co. Louth
Principal	Ms. Eilis Flood
Deputy Principal	Mr. Declan Clarke
Phone	041-6851344
Website	www.scoiluimhuiri.ie
DEIS/Non DEIS	DEIS

School	Colaiste Clavin, Longwood, Co. Meath
Principal	Ms. Margaret Deegan
Deputy Principal	Ms. Orla McBride
Phone	046-955 5018
Website	www.stfintinas.ie
DEIS/Non DEIS	DEIS

School	St. Oliver's Post Primary School, Oldcastle, Co. Meath
Principal	Mr. Brendan Corcoran
Deputy Principal	Mr. Michéal McCafferty
Phone	049-8541180
Website	www.stoliverspps.ie
DEIS/Non DEIS	Non DEIS

School	St. Oliver's Community College, Drogheda, Co. Louth
Principal	Mr. John Halpin
Deputy Principals	Ms. John Heeney Ms. Una Kirk Mr. Ian Gardiner
Phone	041-9838390
Website	www.socc.ie
DEIS/Non DEIS	DEIS

School	St. Peter's College, Dunboyne, Co. Meath
Principal	Ms. Deirdre Maye
Deputy Principals	Ms. Leonara Acton Ms. Gretta Judge Mr. Brian McNamara
Phone	01-8252552
Website	www.stpeterscc.ie
DEIS/Non DEIS	Non DEIS

School	Enfield Community College, Enfield, Co. Meath*
Principal	Mr. Shane Foley
DEIS/Non DEIS	Non DEIS

* Opening scheduled for September 2020

2. Primary Schools (4)

School	Ard Rí Community National School, Navan, Co. Meath
Principal	Mr. Darragh Roe
Deputy Principal	Ms. Emer Kavanagh
Phone	087-1341007
Website	www.ardricsns.ie

School	Faughart Community National School, Dundalk, Co. Louth
Principal	Ms. Jacqui McCusker
Phone	042-9371931
Website	www.faughartcns.ie

School	Dunshaughlin Community National School, Dunshaughlin, Co. Meath *
Principal	Ms. Yvonne Slevin
Phone	086-852 2070
Website	www.dunshaughlincns.ie

* Opening deferred until September 2020

School	Ashbourne Community National School, Dundalk, Co. Louth
Principal	Ms. Jenny Byrne
Phone	086-8522068
Website	www.ashbourneecns.ie

3. European School (1)

School	Centre for European Schooling, Dunshaughlin, Co. Meath
Principal	Ms. Nollaig Gavin
Phone	01-8259679
Website	www.europeanschooling.eu

4. Post Leaving Certificate (PLC) Colleges (2)

PLC College	Drogheda Institute of Further Education (DIFE)
Principal	Mr. Davy Mc Donnell
Deputy Principals	Ms. Margaret Donohue Ms. Barbara Cooney
Phone	041-9837105
Website	www.dife.info

PLC College	Dunboyne College of Further Education (DCFE)
Principal	Mr. Denis Leonard
Deputy Principal	Ms. Emer Cloak Ms. Irene Togher
Phone	01-8026577
Website	www.dunboynecollege.ie

5. Schools/Colleges where LMETB is Joint Patron (6)

School	Ardee Community School, Ardee, Co. Louth
Principal	Ms. Mary Jackson
Phone	041-685 3557
Website	www.ardeecommunityschool.ie

School	Ashbourne Community School, Ashbourne, Co. Meath
Principal	Ms. Susan Duffy
Phone	01-835 3066
Website	www.ashcom.ie

School	Athboy Community School, Athboy, Co. Meath
Principal	Mr. Anthony Leavy
Phone	046- 948 7894
Website	www.athboycs.ie

School	Ballymakenny College, Drogheda, Co. Louth
Principal	Mr. Alan Mynes
Phone	041-980 2459
Website	www.ballymakennycollege.ie

School	Boyne Community School, Trim, Co. Meath
Principal	Ms. Elizabeth Cahill
Phone	046-948 1654
Website	www.boynecs.ie

School	St. Ciaran's Community School, Kells, Co. Meath
Principal	Ms. Cara O'Sullivan
Phone	046-924 1551
Website	www.stciaranscs.ie

Selection of Meetings and CPD for School Leaders 2019		
Meeting Type	In attendance from LMETB	In attendance from Schools Leadership Team and Staff Teams
Principals Meetings	CE, Three Directors and HR, Finance and CES	Principals
School Leaders Forum	Director of Schools	Principals and/or Deputies
Finance Meetings	CE, Director of Schools and Director of OSD, APO Finance, Finance Personnel, LMETB	Principals and Deputy Principal or Administration Person with responsibility for Accounts
HR Meetings	Director of Schools and HR Personnel, LMETB	Principals and/or Deputies
ICT Meetings	Director of Schools and IT Personnel, LMETB	Principals and Deputy or ICT Co-ordinator
Induction for new School Leaders	CE and Director of Schools	Principals
Way to Pay Online Payments System	Director of Schools and Finance Personnel, LMETB	Principals and/or Deputy Principal and/or Administration person and/or Post Holder
Online Stock System	CES Personnel, LMETB	Principals and/or Deputy Principal and/or Administration person and/or Post Holder
DCS System	Director of Schools, HR personnel and procured provider	Principals and/or Deputy Principal and/or Administration person and/or Post Holder
Health and Safety	Director of Schools, CES personnel and procured provider where applicable for CPD	Principals and/or Deputy Principal and/or caretaker and/or Post Holder
ETBI Core Values Workshop	Director of Schools and ETBI Personnel, LMETB	Principals and/or Deputy Principal
Accounts Training ESI Package	Director of Schools and Finance Personnel	Principals and/or Deputy Principal and/or Administration person
Board of Management Training (Secretary to the Board of Management)	Director of Schools	Principals and Deputy Principal
Admissions Policies	Director of Schools	Principals and Deputy Principal
DEIS Planning, Evaluation and Review	Director of Schools	Principals
Individual Meetings on School Specific Matters	Director of Schools	Principals and/or Deputy Principals

Induction CPD Day for LMETB Newly Appointed Teachers/Tutors and PME Students doing placement in LMETB Schools and Colleges

Date	Location	In attendance from LMETB
20 August 2019	Crowne Plaza Hotel, Dundalk	CE, Mr. Martin O' Brien, Fiona Kindlon, Director of Schools, Brian Murphy, Director of OSD AEO, LMETB, Personnel from HR, Finance and CES Sections, LMETB

Meetings with Director of Schools and Post Holders/Teaching Personnel in LMETB Schools and Colleges to build Communities of Practice

Date	Meeting with	In attendance from LMETB
9 September 2019	SEN Co-ordinators	Fiona Kindlon, Director of Schools
10 September 2019	Assistant Principal I Holders (Louth)	Fiona Kindlon, Director of Schools Una Kirk, Deputy Principal, St. Oliver's Community College, Drogheda
11 September 2019	Assistant Principal I Holders (Meath)	Fiona Kindlon, Director of Schools Una Kirk, Deputy Principal, St. Oliver's Community College, Drogheda
16 September 2019	ICT Co-ordinators	Fiona Kindlon, Director of Schools
4 October 2019	JCSP Co-ordinators	Fiona Kindlon, Director of Schools

Breakdown of LMETB CNS/Post Primary Schools Enrolment Numbers as at October 2019

School	Number	School	Number
Beaufort College	570	Bush Post Primary School	646
Colaiste Chú Chulainn	599	Coláiste na hInse	991
Coláiste na Mí	731	Coláiste Pobail Ráth Chairn	130
Coláiste De Lacy	555	Coláiste Clavin	362
Dunshaughlin Community College	1,075	O'Carolan College	527
O' Fiaich College	276	Ratoath College	1,070
Scoil Uí Mhuirí	537	St. Oliver Post Primary School Oldcastle	593
St. Oliver's Community College Drogheda	1,390	St. Peter's College Dunboyne	1,211
Centre for European School Dunshaughlin	47	Ard Rí CNS	267
Faughart CNS	47	Ashbourne CNS	98
Dunshaughlin CNS	0 (Opening deferred to September 2020)		

Enfield Community College is scheduled to open in September 2020

**Department of Education and Skills Programmes Offered
in LMETB Schools and College 2019**

School	JC	JCSP	TY	LC	LCVP	LCA
Beaufort College	Yes	Yes	Yes	Yes	Yes	Yes
Bush Post Primary	Yes	Yes	Yes	Yes	Yes	Yes
Coláiste Chú Chulainn	Yes	-	Yes	Yes	Yes	Yes
Coláiste Clavin	Yes	Yes	Yes	Yes	Yes	-
Coláiste na hInse	Yes	-	Yes	Yes	-	Yes
Coláiste na Mí	Yes	-	Yes	Yes	-	Yes
Coláiste Pobail Ráth Chairn	Yes	-	Yes	Yes	-	-
Coláiste de Lacy	Yes	-	Yes	Yes	-	-
Dunshaughlin Community College	Yes	-	Yes	Yes	Yes	-
O' Carolan College	Yes	Yes	Yes	Yes	Yes	Yes
O' Fiaich College	Yes	Yes	Yes	Yes	Yes	Yes
Ratoath College	Yes	-	Yes	Yes	-	Yes
Scoil Uí Mhuirí	Yes	Yes	Yes	Yes	Yes	Yes
St. Oliver Post Primary School	Yes	-	Yes	Yes	Yes	Yes
St. Oliver's Community College	Yes	Yes	Yes	Yes	Yes	Yes
St. Peter's College	Yes	-	Yes	Yes	-	Yes
Ard Ri CNS	Primary School Curriculum					
Faughart CNS	Primary School Curriculum					
Dunshaughlin CNS*	Primary School Curriculum					
Ashbourne CNS	Primary School Curriculum					
Centre for European Schooling	Students attending the Centre for European Schooling are enrolled in either St. Seachnall's Primary School or Dunshaughlin Community College and follow the programmes of the respective schools					

** Opening of Dunshaughlin CNS is deferred until September 2020
Enfield Community College is scheduled to open in September 2020*

Medium of Instruction and Ethos in LMETB Schools and Colleges 2019

School	Medium of Instruction	Ethos
Beaufort College	English	Multi – denominational
Bush Post Primary	English	Multi – denominational
Coláiste Chú Chulainn	English (with Irish Medium Aonad)	Multi – denominational
Coláiste Clavin	English	Multi – denominational
Coláiste na hInse	English	Multi – denominational
Coláiste na Mí	English	Multi – denominational
Coláiste Pobail Ráth Chairn	Gaeilge	Multi – denominational
Coláiste de Lacy	English	Multi – denominational
Dunshaughlin Community College	English	Multi – denominational
O'Carolan College	English	Multi – denominational
O'Fiaich College	English	Multi – denominational
Ratoath College	English	Multi – denominational
Scoil Uí Mhuirí	English	Multi – denominational
St. Oliver Post Primary School	English	Multi – denominational
St. Oliver's Community College	English	Multi – denominational
St. Peter's College	English	Multi – denominational
Ard Ri CNS	English	Multi – denominational
Faughart CNS	English	Multi – denominational
Dunshaughlin CNS*	English	Multi – denominational
Ashbourne CNS	English	Multi – denominational
Centre For European Schooling	Various Languages	Multi – denominational

* Opening of Dunshaughlin CNS is deferred until September 2020

Enfield Community College is scheduled to open in September 2020

Additional Special Needs Units (SNUs) in LMETB Schools and Colleges in September 2019

Primary/Post Primary School	Location	School Name
Post Primary	Dunboyne, Co. Meath	St. Peter's College, Dunboyne
Post Primary	Dundalk, Co. Louth	Coláiste Chú Chulainn, Dundalk

Oversubscription for School Places at Post Primary Level in 2019

School	County	Waiting Lists	Section 29 Appeals Received and Processed
Ratoath College	Meath	Yes (for SNU)	No
Colaiste na hInse	Meath	Yes	Yes
St. Peter's College, Dunboyne	Meath	Yes	Yes
Dunshaughlin CC	Meath	Yes	Yes

**Department of Education and Skills School Inspections
in LMETB Schools and College 2019**

School	Inspection Type Details
Beaufort College	WSE MLL
Bush Post Primary	N/A
Coláiste Chú Chulainn	Home Economics
Coláiste Clavin	Technologies Subjects
Coláiste na hInse	N/A
Coláiste na Mí	Art
Coláiste Pobail Ráth Chairn	Gaeltacht Recognition Scheme Inspection
Coláiste de Lacy	SEN
Dunshaughlin Community College	CPSI (Two Inspection Reports as per CPSI Process)
O' Carolan College	Business and Accounting, Incidental Inspection
O' Fiaich College	Music
Ratoath College	Incidental, Maths
Scoil Uí Mhuirí	Follow Up Art Inspection
St. Oliver Post Primary School	N/A
St. Oliver's Community College	LCA
St. Peter's College	Art
Ard Ri CNS	N/A
Faughart CNS	N/A
Dunshaughlin CNS*	N/A
Ashbourne CNS	N/A
Centre for European Schooling	European Schools Audit Inspection

** Opening of Dunshaughlin CNS is deferred until September 2020*

Enfield Community College is scheduled to open in September 2020

Gaeltacht Recognition Scheme Coláiste Pobail Ráth Chairn

Coláiste Pobail Ráth Chairn have continued to progress and implement their plans as part of the Gaeltacht Recognition Scheme. As part of the scheme, the school availed of additional teaching allocation, a grant for teaching and learning resources, information seminars and CPD events and Inspectorate support. The college was delighted to be part of the pilot project for provision of one Leaving Certificate Science subject online. One student availed of the pilot project and the school received grant aid for technology related equipment to facilitate same. The college continues to work with the inspectorate pertaining to progress their implementation plan for the scheme.

Department of Education and Skills Programmes School Meals Programme in LMETB Schools and Colleges 2019

School	DEIS/Non DEIS	School Meals Programme
Beaufort College	DEIS	Yes
Bush Post Primary	DEIS	Yes
Coláiste Chú Chulainn	Non DEIS	Yes (Breakfast Club only)
Coláiste Clavin	DEIS	Yes
Coláiste na hInse	Non DEIS	No
Coláiste na Mí	Non DEIS	No
Coláiste Pobail Ráth Chairn	Non DEIS	No
Coláiste de Lacy	Non DEIS	No
Dunshaughlin Community College	Non DEIS	No
O' Carolan College	DEIS	Yes
O' Fiaich College	DEIS	Yes
Ratoath College	Non DEIS	No
Scoil Uí Mhuirí	DEIS	Yes
St. Oliver Post Primary School	Non DEIS	No
St. Oliver's Community College	DEIS	Yes
St. Peter's College	Non DEIS	No
Ard Ri CNS	Non DEIS	No
Faughart CNS	Non DEIS	No
Dunshaughlin CNS*	Non DEIS	No
Ashbourne CNS	Non DEIS	No
Centre for European Schooling	Non DEIS	No

** Opening of Dunshaughlin CNS is deferred until September 2020*

Enfield Community College is scheduled to open in September 2020

LMETB Awarded Patronage of New Schools in 2019

Primary/Post Primary School	Location	School Name	Student Numbers	Principal Appointed
Primary	Dunshaughlin, Co. Meath	Dunshaughlin CNS	N/A*	Ms. Yvonne Slevin
Primary	Ashbourne, Co. Meath	Ashbourne CNS	98	Ms. Jenny Byrne
Post Primary	Enfield, Co. Meath	Enfield Community College	1,000** (Approved)	Mr. Shane Foley

** Opening of Dunshaughlin CNS is deferred until September 2020*

***Enfield Community College is scheduled to open in September 2020*

Selection of CPD engaged with by members of staff in LMETB Schools and Colleges 2019

JCT subject specification training, JCT L2LP and L1LP CPD, PDST CPD, Digital Strategy Planning, Child Protection and Child Safeguarding, NCSE SET provision, School Self Evaluation, Instructional Leadership, Health and Safety, Timetabling, Student Voice, Assist Training, Magenta Principles, ASD, Fire Warden Training, Cyberbullying, Building Learning Power, Coding, SPHE, RSE training, Schoolwise Online Platform, Business in the Community Ireland, CAT4, Tracking and Monitoring Student Performance and Progression, Trauma Sensitive Schools, NCSE

Selection of Themed Weeks in LMETB Schools during 2019

Student Awareness Themed Week	Science Week, Maths Week, College Awareness Week, Anti Bullying Week, LGBTQi Week/Stand up Week, Friendship Week, Mental Health/Resilience Week, Coding Week, Space Week, Numeracy Week, Literacy Week, Internet Safety Week, Engineering Week, Seachtain na Gaeilge, Enterprise Week
Teacher Collaboration	Teaching and Learning Open Door Initiatives, Teaching and Learning Weeks, ICT Collaboration

Promotion of STEM subjects in LMETB Schools and Colleges 2019

LMETB CNS and Post Primary Schools and Colleges are committed to promoting STEM subjects and, girls in STEM. Some of the initiatives undertaken in 2019 include:

- Visits to the classroom by speakers working in STEM
- Visits out to businesses in the local community
- Participation in and attendance at BTYSE
- Participation in and attendance at Scifest
- Engineering, Science and Maths weeks in schools
- Partnership with local businesses in the community
- Demonstrations by students and staff on school open nights for incoming pupils/students
- Partnerships with the Institute of Physics
- Participation in and attendance at Intel Mini Scientist
- Provision of Coding Clubs/classes
- Provision of Digital Media Literacy courses
- Provision of Microsoft Office Specialist Programmes
- Engagement with TY architecture modules and competitions
- Involvement with the Techspace programme
- Attendance at the RDS Primary Science Fair
- Engagement with the Irish Angus Beef School Competition
- Engagement with Primary School Workshops
- Participation in the Irish Junior Maths Competition
- Participation in VEX Robotics Workshops
- Engagement with National University of Ireland regarding PRISM Maths

Selection of Wellbeing Initiatives in LMETB Schools and Colleges 2019

During 2019 LMETB CNS schools and Post Primary schools and Colleges were engaged in several initiatives in the area of Wellbeing including:

- Visits to the classroom by speakers working in Wellbeing as per relevant Circular Letter
- Guidance classes for students across Junior Cycle and Senior Cycle
- Wellbeing themed weeks
- Wellbeing noticeboards
- Expansion of the range of extra - curricular activities
- Wellbeing themed morning assemblies
- Participation in the Jigsaw Programme
- Training senior to facilitate classes/talks for junior students on the area of wellbeing
- Promotion of age appropriate Wellbeing websites
- Wellbeing newsletters
- Establishment of Wellbeing Committees

Teaching and Learning Project with James Madison University, Virginia

Coláiste Chú Chulainn, Dundalk is taking part in a collaborative teaching and learning programme with James Madison University (JMU) Virginia. This is an exciting project that is bringing together JMU's Faculty of Education, Queens University PGCE, UCD's Director of PMEd Rachel Farrell, DKIT and schools on both sides of the border here in Ireland. The focus of the programme is on inclusive educational visions to work together and share good practice to improve the quality of teaching and learning delivered in schools.

Reporting to Parents/Guardians

LMETB Schools and Colleges provided parent teacher meetings for all Year Groups. In some LMETB schools follow up parent teacher meetings were also held for students in State Examinations classes. In some LMETB schools and colleges, students were invited to attend with their parent/guardian. Reports were distributed to parents/guardians throughout the year and these included in many cases a grade and a comment. Schools report that parents/guardians are requesting grades on reports and in many cases are not in favour of a comment only report. This is a challenge for schools as current trends and research indicate the benefits of comment only reporting. All schools are reviewing the practice of frequent reports home in the context of the new CBAs and ATs which have been introduced as part of the Junior Cycle Reform. In many LMETB schools and colleges parents/guardians can access a school report online.

Independent Review Committees Set Up 2019				
School	Review on behalf of	Members of the Review Committee	Details	Status
Ratoath College	The Board of Management Ratoath College	Mr. Carl O'Dalaigh Ms. Cora Dunne Dr. Anne Marcus Quinn	Independent Review of use of Tablet Devices at Ratoath College	Report Published and available on www.ratoathcollege.ie under 'IRG Report' tab

During 2019 LMETB held a series of meetings with the Department of Education and Skills, the parents/guardians of students attending the Aonad at Coláiste Chú Chulainn, Dundalk and An Foras Pátrúnachta pertaining to the challenges around securing Irish Medium teachers for subjects on offer at the Aonad and in an effort to explore options around the continued provision of education through the medium of Irish at the Aonad.

State Examinations Success 2019

Once again, this year, LMETB students have excelled and the collective results of all our examination students are outstanding. Achievements like this demonstrate that commitment and hard work on the part of students is rewarded by fantastic results. In general, there was a marked increase in the numbers of students taking higher level papers in a range of subjects and this is a trend that should continue in the future. Exceptional results were achieved in a range of subjects. Several Leaving Certificate students achieved well over 500 points and are currently pursuing courses and careers in a range of areas.

Junior Certificate students have progressed to Senior Cycle where they are engaging in either Transition Year, the Established Leaving Certificate, the Leaving Certificate Applied or the Leaving Certificate Vocational Programme.

Early in each school year, department members across our schools meet formally to review the examination results of students and to compare those results with national averages and with the previous year's results in that subject for the school. Observations are made and decisions are taken regarding any changes that need to be initiated. These changes may relate to teaching, learning and assessment of subjects, promotion and uptake of subject at school level, options structure, timetabling and resources to name but a few. Marking schemes and chief examiners reports on subjects are also referenced by subject teachers. These documents can both inform discussion and debate among department members and are a vital resource in assisting with subject department and individual planning for teaching and learning.

We would like to once again congratulate our students on their wonderful results and to publicly acknowledge and thank the highly committed, supportive and professional teaching staff in our schools and colleges for the hard work they have done with our students in preparation for these examinations.

We wish our students well as they progress to Higher and Further Education and Training.

Student Scholarships and Awards from Competitions	
Gaeltacht Scholarships Awarded (LMETB)	LMETB Schools and Colleges Awarded Gaeltacht Scholarships as ratified by the LMETB Board
University Scholarships Awarded	Students from LMETB Schools and Colleges were recipients of the Naughton Scholarship Awards, UCD Scholars Award, DCU High Achievers Awards, Trinity Entrance Awards, Maynooth University Excellence in Business Awards and George Moore Scholarship Awards
College Group Bursary Award (O' Carolan College, Nobber)	Student from O' Carolan College, Nobber
Godolphin Scholarship (St. Peter's College, Dunboyne)	Student from St. Peter's College, Dunboyne
Other Awards	Student of the Month Awards (within schools), Annual Awards Ceremony (within schools), LMETB Academic Awards, Subject Association awards, BTYSE Awards, Intel Mini Scientist Awards, Junk Kouture Awards, Young Enterprise Awards, TY Mini Company Awards, ESB Innovation and Creativity Award and LMETB Inter Schools Art Competition Awards, Attendance Awards

LMETB Academic Awards Ceremony 2019

The Annual LMETB presentation of Awards for outstanding achievement in Leaving Certificate and Leaving Certificate Applied Examinations 2018 and 2019 took place in the City North Hotel, Gormanstown, Co. Meath on Friday 20 September 2019. Former LMETB students, their parents/guardians, former Principals, Deputies, teachers and their extended family and friends were all on hand to celebrate.

Opening the ceremony, Ms. Fiona Kindlon, Director of Schools, LMETB welcomed and stated that “this awards evening is a very special occasion for everyone present as we are reflecting on, celebrating and acknowledging the successes and achievements of our students and also thanking our school leaders and their teams of teaching staff for the role they have played in assisting, guiding and directing our award winners here this evening to move to the next phase of their education career or to enter into the world of work.” Ms. Kindlon also addressed the award winners stating that “You symbolise everything we aim to do in LMETB around educating people to very high standards. You are role models and ambassadors for LMETB. Ms. Kindlon also wished them well in their studies at DCU, UCD, PLC Colleges, Institutes of Technology, Maynooth University and Trinity College to name but a few.

Mr. Kevin Joyce, Principal, Bush Post Primary School spoke on behalf of LMETB School Leaders congratulating the students on their success and highlighting the key skills and qualities that they will bring to the jobs of the future. Mr. Joyce also thanked the students present for the contribution they had made to their schools and how they excelled not only in academics but also on the sport’s field, in voluntary activity and as colleagues with their fellow students.

Compere for the evening was Ms. Gemma O’Hart, Deputy Principal, Coláiste na Mí. Each student was presented with an engraved piece of crystal and a certificate and they were presented with their awards by their former Principal/Deputy along with members of the LMETB Board.

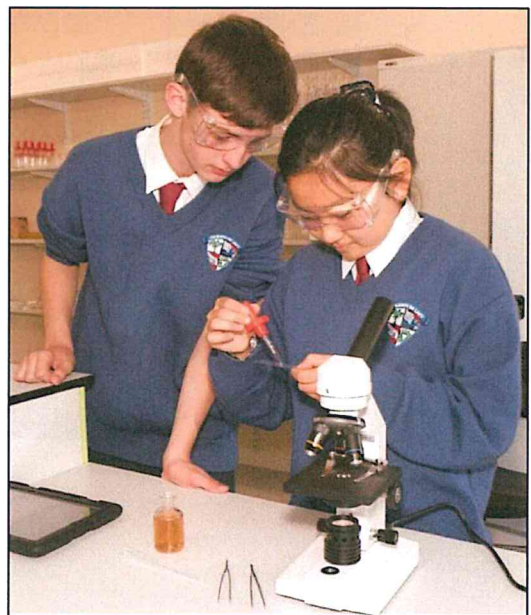
LMETB Schools represented from Co. Louth included Scoil Uí Mhuirí, O’Fiaich College, Bush Post Primary, Coláiste Chú Chulainn and St. Oliver’s Community College Drogheda. LMETB Schools represented from Co. Meath included Beaufort College, Navan, Dunshaughlin Community College, Colaiste na hInse, Laytown, Colaiste Pobail, Ráth Chairn, O’ Carolan College, Nobber, Coláiste na Mí, Navan, Ratoath College, Colaiste Clavin, Longwood, St. Peter’s College, Dunboyne and St. Oliver Post Primary School, Oldcastle.

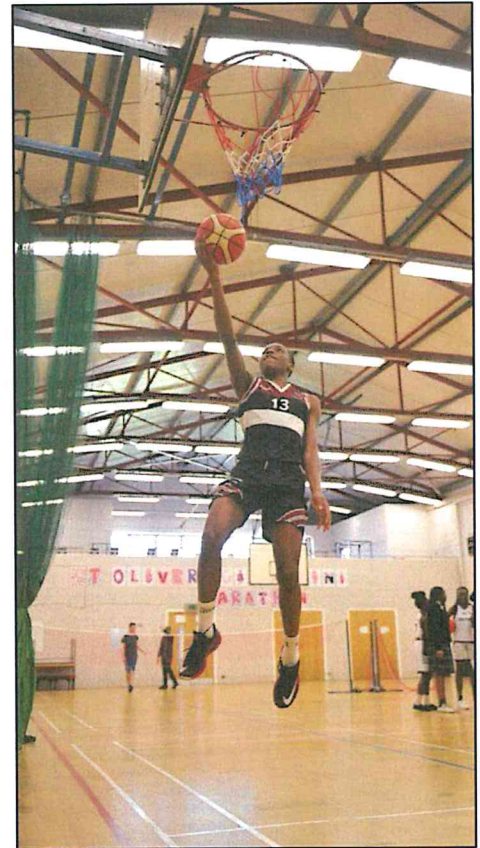
Chief Executive of LMETB, Mr. Martin G. O’Brien, complimented the parents, the teachers, the school Principals and Deputies and most of all the students themselves on their outstanding achievement. He said that “results of this nature can only be achieved by the combination of hard work by students, exceptional teaching skills by teachers, support from family and active and visionary leadership by the outstanding school Principals/Deputies who lead educational provision in LMETB. Closing the Awards Ceremony, Mr. O’ Brien congratulated those in attendance on their achievement, wished them well for their future and reminded all award winners that LMETB school doors were always open to them in the future for advice and support.

LMETB Primary and Post Primary Schools and Colleges 2019

1	Teacher Supply – lack of suitably qualified teachers in a range of subject areas including Maths (Higher Level Leaving Certificate), Modern Foreign Languages, Sciences, SEN, Guidance, Home Economics, Irish and Technology subjects. The lack of suitably qualified teachers with an ability to teach through the medium of Irish places considerable pressures on the provision of Irish Medium education at Coláiste Pobail, Ráth Chairn and the Aonad at Coláiste Chú Chulainn, Dundalk.
2	Continued support required in Differentiation.
3	Demand for school places exceeding supply in areas such as Laytown, Dunboyne, Dunshaughlin, Ashbourne and Ratoath.
4	Decisions by Boards of Management pertaining to catchment areas for Admissions.
5	Level of administration work in schools to ensure compliance from audit, procurement, GDPR perspective and at present allocation of one secretary to schools.
6	Low allocation of caretakers and cleaners to schools which in many cases are experiencing growth due to location.
7	Lack of suitable programme for 12 – 15-Year-old who are at risk of dropping out from school.
8	Student, staff, parent and community perception of the LCA programme.
9	Lack of suitable space for classrooms and increase in number of temporary accommodation on site in schools.
10	Lack of sufficient PE facilities and sporting facilities including pitches for schools which are oversubscribed and where demand for places is very high. The cost attached to renting nearby sports halls for PE also must be factored into annual expenditure for schools.
11	Challenges around scheduling CBAs and ATs in schools as part of Junior Cycle Reform.
12	Challenges regarding scheduling of co-curricular and extra - curricular activities in schools due to increase in number of CBAs and ATs as Junior Cycle Reform reaches full implementation.
13	Additional secured space for storage of examination materials, projects, portfolios etc.
14	Initiative overload in schools.
15	No final decision on National Governance of School Completion Programme operating in LMETB DEIS Schools.
16	Increase in number of students presenting in schools with Mental Health Issues and delays in students accessing CAMHS.
17	The introduction of History as a mandatory subject for 1 st Years in September 2020 will pose a challenge in terms of timetabling for those LMETB locally and ETB schools nationally who previously included this subject as an option. Some students may also find it challenging to access the subjects and the assessments that will arise from the subject becoming mandatory.
18	Lack of availability of suitably qualified substitute teachers and the need for School Leaders including Principals and Deputies to supervise and/or teach classes. This reduces the time available for leading teaching, learning and assessment in schools and impacts on time available to school leaders for the administrative and governance elements of their post.
19	Delays in the installation of temporary accommodation and in the completion of school extension and new build projects and the impact this can have on the provision of high-quality teaching and learning in our schools and colleges. In 2019 LMETB also had the additional pressures of remediation works required at one of our newly built schools. This was overseen by the Department of Education and Skills.
20	The costs associated with ensuring schools meet their Health and Safety Requirements and the impact of same on school budgets. Where new schools are built the costs of maintaining compulsory contracts pertaining to Health and Safety and maintenance of buildings attribute to a large portion of expenditure for schools







Further Education and Training Directorate

Introduction to LMETB Further Education and Training Services

LMETB Further Education and Training Services provide inclusive, flexible, accredited and non-accredited adult education opportunities to more than 20,000 beneficiaries every year. Provision is both full-time and part-time and delivered in FET centres throughout Counties Louth and Meath, the Regional Skills Training Centre in Dundalk, two PLC institutes in Dundalk and Drogheda and one college in Dunboyne. A wide variety of courses are offered, with flexible learning options, to suit all backgrounds and abilities. Learners include:

- Early school leavers who wish to come back to education, either on a part-time or full-time basis
- Adults who wish to return to complete their Leaving Certificate exams
- Young people aged 16 and upwards, where school has not been successful for them
- Those who were busy rearing the family and now want to upskill or retrain
- Those who wish to participate in a traineeship or earn while they learn on an apprenticeship
- English classes for speakers of other languages. These classes are provided to a wide range of learners including refugee families, resettled in the community, asylum seekers living in the Mosney Reception Centre and all those who have recently arrived to work and live in Ireland.

Educational Opportunities include:

- A wide range of full-time accredited vocational courses delivered through Post Leaving Certificate courses, VTOS, Youthreach and the Regional Skills Training Centre.
- A broad range of accredited and non-accredited part-time courses through BTEI and Adult Literacy Service.
- Reading, writing, numeracy and IT skills delivered in various FET centres throughout Louth and Meath.
- One to one literacy support; literacy and numeracy support for apprenticeship courses.
- Community Education provision in local community centres across both counties
- Accredited and hobby courses delivered in night classes in local schools in both counties.
- LMETB also co-operates with other agencies through the delivery of co-operation hours which provides a wide variety of programmes, catering to the diverse needs of client groups, in local communities.
- A wide range of services for young people aged between 10 to 24 years, in co-operation with the Department of Children and Youth Affairs (DCYA).
- Access to the Adult Education Guidance and Information Service. This service provides free, confidential and independent advice to anyone who wishes to explore their education and training options both nationally and with LMETB.

LMETB Further Education and Training Services also supports industry under:

- The 'Skills to Advance' programme, which provides upskilling opportunities for employers and employees, to enhance workplace performance and meet the ever-evolving advances in technology and industry requirements.
- The 'Skills for Work' programme, which provides flexible language, literacy and IT skills support to employees and employers, to enable enhanced performance in the workplace
- The 'Explore' programme, which provides digital skills training for manufacturing companies, to upskill employees working in this sector.



VTOS Dundalk

VTOS Drogheda





Taking the first step to a career in Science with **VTOS Navan**.

L to R: Jeremy Chard, Adam Coogan, Barry Bradley and Aisha Jehow who achieved top marks in their Leaving Cert. Physics and Chemistry exam in June 2019. All have progressed to various third level Science related courses.



Erika Kelly a student in **Laytown / Bettystown Youthreach** came first place in the Youthreach category in the Robert Ballagh Art Competition with her award-winning entry entitled '**Wander**'



Drogheda Youthreach students Lukas Cibirka and Josh Keenen, at the Spin-a-thon initiative in December, for the Boyne River Rescue.

David Dempsey and John O'Reilly from **Youthreach Navan** won the Sweetman Trust competition and visited the European Parliament along with other winners from around the country





The very popular quilting classes, a new initiative in **Adult Literacy Services, Navan**

BTEI Meath Awards 2019



BTEI Louth Awards 2019

FET Provision

LMETB received funding from SOLAS of €32.9m in 2019 and supported over 24,652 beneficiaries across the wide range of FET programmes, as outlined in the table below.

This represents an increase of 5,597 new learners, based on figures for the previous year.

In addition, a further 2427 learners also completed self-financing evening class provision, as outlined separately below.

Beneficiaries 2019: FET Programmes

Programme	Actual Beneficiaries 2019
Apprenticeship +2016	0
Adult Literacy Groups	2,133
Apprenticeship 2017	126
Apprenticeship 2,4,6	988
Bridging and Foundation Training	90
BTEI Groups	1,957
Community Education	2,351
Community Training	83
ESOL	1,956
Evening Training	433
FET Cooperation hours	2,369
Guidance	4,963
ITABE	111
Local Training Initiative	263
PLC	4,565
Refugee Resettlement	165
Skills for work	163
Specialist Training Providers	208
Specific Skills Training	563
Skills to advance	12
Traineeship Training	258
Voluntary Literacy Tuition	101
VTOS Core	300
Youthreach	494
Total	24,652

LMETB Self Financing Evening Courses

Term	Number of Learners
Spring 2019	1,108
Autumn 2019	1,319
Total Learners 2019	2,427

Strategic Performance Agreements

LMETB have developed a Strategic Performance Agreement (SPA) with SOLAS for the period 2018-2020.

LMETB have therefore defined, subject to budgetary sanction and respectful of changing government policy direction, a set of agreed targets for this period.

As part of this agreement, LMETB staff established fastidiously, sector by sector, what percentage might potentially be contributed by LMETB to the national targets, as defined in the table hereunder.

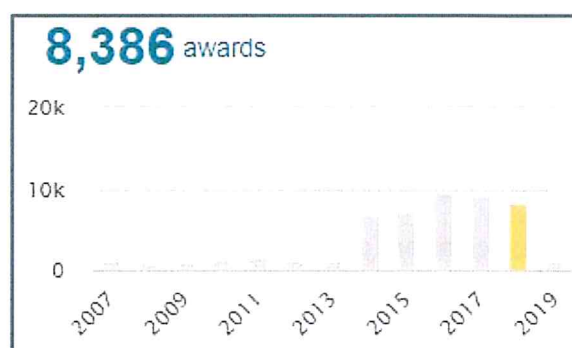
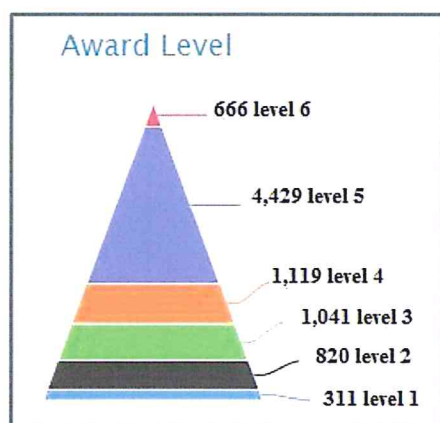
Performance has achieved and, in some cases, exceeded the targets as outlined below.

National Target 1	National Target 2	National Target 3	National Target 4	National Target 5	National Target 6
Sector Provision 10% more Learners will secure Employment from provision which primarily serves the labour market	Sector Provision 10% more Learners will progress to Other Further and Higher Education course from provision which is primarily focused on this purpose	Sector Provision 10% increase in the rate of certification on courses primarily focus on transversal (social mobility) skills development	Sector Provision 10% increase of adults who are seeking FET level provision engaging in Lifelong learning interventions	Sector Provision 10% increase in relevant qualifications across FET programmes increase of 10,000 learners per annum securing relevant qualifications in sectors where employment growth/skills needs have been identified	Traineeship programmes. Traineeship national Target of 19,000 (2016-2020, 13,900 (2018- 2020) commencements
LMETB % Target 1	LMETB % Target 2	LMETB % Target 3	LMETB % Target 4	LMETB % Target 5	LMETB % Target 6
16%	10%	13%	12%	41%	102%

Accreditation

LMETB Further Education and Training programmes are accredited by a range of quality assured providers. Quality Qualifications Ireland (QQI) is the primary provider. Certification statistics for 2019 are summarised below. Certification is also supplied by the State Examinations Commission and City & Guilds. Dependent on the course being run, certification is also provided by certain industry specific bodies including: ITEC, CIBTAC and NEBDN; by sporting bodies such as NCEF, FAI, GAA, Basketball Ireland, Irish Water Safety, Volleyball Ireland, IRFU, Badminton Ireland, Canoeing Ireland, Mountaineering Ireland, Irish Sailing Association; by IT specialists including Microsoft, ILM, EIS and the President's award 'Gaisce'.

QQI Awards



FET Staff with some very special guests at the FET Information Fair, Navan May



FET Staff with Catherine Ormsby ESF, at FET Information Fair, Drogheda – May 2019

Organisation Support and Development Directorate

Music Generation Louth

Music Generation Louth is a music education service that provides opportunities throughout the county for children and young people up to 18 years old to learn music. It delivers a diverse range of vocal and instrumental projects that take place within schools and in community settings.

Music Generation Louth is overseen by a Committee of Board (Louth Music Education Partnership) and is part of Music Generation – Ireland's National Music Education Programme. This programme was initiated by Music Network, co-funded by U2, The Ireland Funds and the Department of Education and Skills. Locally, it is supported by LMETB, Create Louth and Dundalk Institute of Technology. The programme is part of the OSD Directorate and led by Coordinator Gemma Murray.

	2019	2018	2017
Number of programmes	15	14	14
Participation (Girls)	1,884	1,830	930
Participation (Boys)	1,283	1,462	918
Participation (primary school age)	2,478	2,725	1,483
Participation (post - primary school age)	689	567	365
Total Participation	3,167	3,292	1,848



Fleadh Cheoil na hÉireann 2019

Music Generation Meath

Under the leadership of LMETB, Meath is now participating in Music Generation, Ireland's National Music Education Programme.

Music Generation Meath is supported by Louth and Meath Education and Training Board and Meath County Council. It is currently in its planning stages with the hope that programmes will roll out in schools and the community in September 2020. It is part of the OSD Directorate and led by Coordinator Aoife O'Connell.



Financial Statements for 2019

Please note that the LMETB Annual Financial Statements for the year ended 31st of December 2019 are subject to audit by the Comptroller and Auditor General at the time of publication of the LMETB Annual Report for 2019. LMETB will publish the audited financial statements within one month of receipt from the Office of the Comptroller and Auditor General.

Public Spending Code

LMETB, resolution R. 07/05/2020, reaffirm their commitment to meeting all requirements relating to relevant aspects of the Public Spending Code and confirm also, that following a review of same, they are satisfied that in 2019 the Board adhered to the relevant aspects of said code and have noted areas for further progress in the 2019 Statement of Internal Control.

Obligations Under Tax Law

LMETB confirm that they have complied with their obligations under tax law.

Procurement Policy and Procedures

LMETB, resolution R. 08/05/2020, reaffirm their commitment to meeting all requirements relating to relevant procurement policies and procedures and confirm also that in 2019, in implementing its corporate procurement plan (as noted by the Board on the 10/02/2019) it adhered to the relevant aspects of said policies and procedures other than in those areas noted for further progress in the 2019 Statement of Internal Control.

Statistics on payments

Payment Type	Payment Runs			Transactions		
	2019	2018	2017	2019	2018	2017
Creditors	56	53	57	21,306	20,961	21,100
Creditors RSTC	119	104	115	1,159	1,279	2655
Travel & Subsistence	11	11	15	1,542	1,452	950
VTOS Allowances	52	52	52	4,057	4,514	5,270
Youthreach Allowances	52	52	52	10,974	7,864	10,500
Training Allowances RSTC	51	51	50	27,853	25,160	25,459
Salary Payments	31	27	26	13,807	12,025	33,400
Monthly Salary Payments	22	30	12	33,319	45,434	13,560

Number of Employees

Number of Employees	2019	2018	2017
	2,461	2,394	2,296

Pay Costs

In accordance with Section 6.4(v) and Section 6.4 (vi) of the 2019 Code of Practice for Education and Training Boards, details on the remuneration benefits of the key management in LMETB, which would include the Chief Executive, and details of the number of employees whose total employee benefits (excluding employer pension costs) for the reporting period fell between €0 and €59,999 and within each pay band of €10,000 from €60,000 upwards and an overall figure for total employer pension contributions are provided in the Annual Financial Statements for the year ended the 31st of December 2019 which will be published within one month of receipt from the Office of the Comptroller and Auditor General

Comply or Explain

Exemptions from the specific provisions in the Code of Practice may be justified in certain situations provided the objectives of those provisions can be achieved by other governance measures. Should a board intend not to follow a provision of the Code, this decision and a detailed explanation must be included in the Chairperson's report. The Chairperson's report for 2019 was furnished to the Minister.

Non salary related fees paid to Board members

Details of the non-salary-related fees paid in respect of Board members analysed by category of fees are included in the Annual Financial Statements (AFS) for the year ended the 31st of December 2019 which will be published within one month of receipt from the Office of the Comptroller and Auditor General.

LMETB Policies Approved

The following ETB policies were approved by the Board during 2019:

1. Administration of Medicines – Revised
2. Anti-Fraud and Corruption Policy
3. Continuing Professional Development and Rates - Revised
4. Customer Service Policy
5. Driving LMETB Motor Vehicles in course of Employment Policy
6. Electronic Cigarettes – Use of on LMETB Premises - Revised
7. Gifts, Trusts and Scholarships Policy
8. Procurement Policy – Revised
9. Risk Management Policy – Revised
10. Substance Abuse Workplace Policy - Revised

Statement on the System of Internal Control

The Audit and Risk Committee carried out a review of the effectiveness of the system of internal control at its meeting on 13 March 2020. At this meeting, the committee concluded that LMETB's system of internal control operated effectively during the reporting period (2019) and that the system of internal reporting gives early warning of internal control failures and emerging risks. At its meeting on 25 March, the finance committee reviewed the report of the Audit and Risk Committee to the Board to ascertain that the ETB has an adequate System of Internal Control. The Finance Committee accepted the draft financial statements as presented by the Chief Executive and recommended that they should be signed by the Chairperson. The Board reviewed the work of both committees at its meeting on 26 March and approved the Statement of Internal Control.

Procurement

	2019	2018	2017
Number of Framework Competitions:	16	16	15
Number of Tenders advertised on OJEU	6	1	2
Number of Tenders advertised on etenders	37	21	17
Request for 5 Quotes	26	26	46
Number of Contracts extended	18	31	29

Capital Projects

Projects Type	Projects	No. 2019	No. 2018	No. 2017
New Schools	Coláiste Clavin, Longwood	4	3	3
	O'Carolan College, Nobber			
	Coláiste Chu Chulainn, Dundalk (Led by Louth County Council)			
	St. Peter's National School, Dunboyne (non-ETB school)			
Major Extensions	Ardee Community School, Ardee, Co. Meath (non-ETB school)	8	8	8
	Bush Post Primary School, Riversdale, Dundalk			
	Beaufort College, Navan			
	Coláiste na Mi, Phase II, Navan			
	Scoil Uí Mhuirí, Dunleer			
	Ratoath College, Ratoath			
	St. Peter's College, Dunboyne, Co. Meath			
	Coláiste de Lacy, Ashbourne, Phase II (Project Management Led)			
Smaller Projects - Small Extensions, Special Needs Units, Temporary Accommodation, etc.	St. Peter's College, Dunboyne, Special Needs Unit	11	15	7
	St. Mary's National School, Enfield, Special Needs Unit (non-ETB school)			
	Ard Rí Community National School, Navan, Temporary Accommodation			
	Dunshaughlin Community College, Temporary Accommodation			
	Bush Post Primary School, Dundalk, Temporary Accommodation			
	Coláiste de Lacy, Ashbourne, Temporary Accommodation			
	Ashbourne Community National School, Temporary Accommodation			
	Drogheda Institute of Further Education, Temporary Accommodation			
	Youthreach Navan, Temporary Accommodation			
	O'Fiaich College, Dundalk, Temporary Accommodation			
	St. Oliver's Community College, Drogheda, Small Extension			

Summer Works Projects	Coláiste Pobail, Ráth Chairn, Toilet Upgrade	6	5	4
	Ratoath College, Roof Repairs			
	Dunshaughlin Community College, Life Safety Systems			
	O'Fiaich College, Dundalk, Life Safety Systems			
	St. Oliver's Community College, Drogheda, Life Safety Systems			
	Faughart Community National School, Heating Upgrade			
Emergency Works Projects	Coláiste na hInse, Laytown, Life Safety Systems	4	5	2
	Coláiste na hInse, Laytown, Access Control			
	O'Fiaich College, Dundalk, Fire Safety Works			
	Faughart Community National School, Dundalk			
Other				
	Ard Rí Community National School, Navan, Site Acquisition	12	12	10
	Dunshaughlin Community National School, Site Acquisition			
	Youthreach Ashbourne, Fire Upgrade Works			
	Youthreach Trim, Electrical Rewiring Works			
	King St., Drogheda, Boiler Replacement			
	Faughart Community National School, Clár works, Pitch Upgrade			
	LMETB Head Office, Drogheda, New Administrative Offices			
	Percent for Art Projects			
	Drogheda Institute of Further Education, Changing Rooms			
	Dunboyne College of Further Education, Additional Units to lease			
	St. Oliver Post Primary School, Oldcastle, External Works			
	Ardee Youthreach, New Premises			

Leases/Short Term Rental Agreements

Number	Leases/Short Term Rental Agreements
2019	35
2018	33
2017	27

Use of Facilities

Number	Applications Processed
2019	36
2018	39
2017	27

Training

Corporate Services Department staff arranged training for staff on asset management, procurement, SharePoint, IT, Health and Safety and Data Protection. Corporate Services Department staff attended training on Health and Safety, Data Protection, IT, Freedom of Information, Procurement, Capital Works Framework, Energy Efficiency and Corporate Governance.

SEAI

LMETB have been active in ensuring they are playing their role in supporting Ireland Inc. reaching its Climate Change targets for 2030. Some initiatives we have undertaken in recent years include:

- The Head Office in Abbey Road, Navan has been approved for an electrical upgrade which will reduce the existing lighting energy consumption.
- A new boiler and a replacement heating system was installed in our further Education King Street building in Drogheda, Co. Louth.
- Our procurement department request documented evidence from suppliers on how they are including environmentally friendly initiatives into their current processes.

LMETB are also partnering with SEAI to drive initiatives in our Schools and Centres which respond to the climate emergency. LMETB has appointed an Energy Performance Officer at Senior Management Team level.

One of the first in a series of initiatives which were designed to reduce energy usage to make LMETB a more sustainable organisation was organization of Energy in Education Courses. Day 1 was run in November and the second date was scheduled for the first half of 2020. This training was aimed at Principals, Deputy Principals, and Caretakers or any suitable person with an interest in climate change nominated by the school. The aim of the course is to drive reduced energy bills and may pave the way for further investment in our infrastructure. 11 of our schools have participated to date:

1. Beaufort College
2. Bush Post Primary
3. Coláiste Chú Chulainn
4. Coláiste De Lacy
5. Coláiste na hInse
6. Coláiste Na Mí, Navan
7. Dunboyne College of Further Education
8. O'Carolan College
9. Scoil Ui Mhuirí, Dunleer
10. St Oliver's Community College
11. St Peter's College

Following their attendance at this course the schools have had people appointed by SEAI to carry out AMAs (Advice, Mentoring and Assessment) to identify energy saving measures.

In addition, our SEAI Partnership Support Manager to LMETB has undertaken a short assessment (half day on site) in March to identify opportunities for savings in our Regional Skills and Training Centre in Dundalk as this has been identified as a significant energy user.

Funding is expected soon to upgrade school buildings built pre-2008. To be eligible for funding one of the prerequisites is that the buildings must have a BER cert. LMETB are progressing attaining BER certs for the relevant buildings to be able to secure funding when available.

LMETB Staff have also been attending energy courses/conferences to enhance their knowledge in the Energy Sector including:

- The Economics of Energy (ETB Energy Conf)
- Energy in Education Course (This 3-day workshop provides a structured Energy Management training programme for Education and Training Boards, based on SEAI's Energy Management Action Programme (Energy MAP).
- Energy Efficiency Briefing 2020 & 2030 (At ETB HQ – providers SEAI, DCCAE & ETB)
- Public Sector Energy Conference – DCU – Providers SEAI

Insurance

Number	New Claims	Settled Claims	Active Claims
2019	10	16	24
2018	6	20	23
2017	12	7	30

Health and Safety

Incidents Reported to the Health and Safety Authority	
2019	9
2018	11
2017	10

Risk Management

Risk Items Recorded on LMETB's Risk Register					
	High Risk	Medium Risk	Low Risk	Unassessed	Total
2019 ⁽¹⁾	5	14	9	0	28
2018	10	44	23	0	77
2017	8	36	18	10	72

Note 1: In November 2019 a review of the LMETB risk register took place resulting in some risks being transferred to sub registers for O.S.D, F.E.T and Schools. LMETB wishes to acknowledge the valuable support and assistance of Irish Public Bodies (IPB) in its Risk Management work.

The Board has carried out an assessment of the ETB's principal risks.

In 2015 the board of LMETB resolved that the overview of risk management was a function of the Audit & Risk Committee. The Audit & Risk Committee, in its report to the board in respect of the 2019 Annual Financial Statements and Statement of System of Internal Control confirmed that *"LMETB's system of internal control operated effectively during the reporting period (2019 and that the system of internal control gives early warning of internal control failures and emerging risks."*

Risk management is a standing item on board meeting agendas and summary risk registers are provided to board members. The Audit and Risk Committee reported to the LMETB board in relation to meetings in 2019 on three occasions, 15 March 2019, 18 June 2019 and 13 March 2020. The Audit and Risk Committee receives audit reports and management letters issued by the C&AG, IAU and other auditors. A recommendations tracker system is also being maintained and monitored by LMETB. Measures implemented in response to risk include insurance, training, implementation of additional internal controls, liaison with the Department of Education and Skills and SOLAS, ongoing policy development and implementation, strengthening of staffing in key areas including procurement and pensions, implementation of audit recommendations, increased engagement with legal and property advisors, analysis of potential impact of the Covid 19 pandemic, BREXIT and implementation of appropriate measures.

Section 29 Appeals

Section 29 Appeal Statistics				
	Appeals relating to refused enrolment	Appeals relating to expulsion	Appeals relating to suspension	Total Number of Appeals
2019	81	8	0	89
2018	82	3	0	85
2017	1	0	2	3
Category	2019/2018/2017	2019/2018/2017	2019/2018/2017	2019/2018/2017
Resolved before an appeal hearing	11/36/1	3/2/0	0/0/0	14/38/1
Appeals upheld	9/23/0	3/0/0	0/0/1	12/23/1
Appeals not upheld	61/23/0	2/1/0	0/0/1	63/24/1

Official Language Scheme

LMETB is committed to implementing the commitments entered into in the Board's language scheme 2015-2018. LMETB are currently preparing a draft scheme.

Protected Disclosures

	2019	2018	2017
Number	0	0	0

ICT

Projects Type	2019	2018	2017
Major projects	22	18	10
System uptime	93.5% est.	98% est.	98% est.
Helpdesk queries managed	6,152	6,117	5,120

Gifts

Section 29 of the 2013 Act requires an ETB to include, in its annual report, details of any gift accepted by it above an amount specified by the Minister for Education and Skills. LMETB's understanding is that no amount has yet been specified by the Minister and that gifts of a material amount should be included in the annual report. At its meeting on 10 January 2019, the LMETB Board passed a resolution that gifts above an amount of €5,000 be disclosed in the annual report. LMETB did not approve any gifts above this amount in 2019.

Payroll Administration

	2019	2018	2017
Starters	416	369	247
Leavers	208	195	173
Salary adjustments	1,632	1,487	1,492
Part-time pay adjustments	507	501	477
Incremental credit applications	77	96	80
Statements of service	126	108	109

LMETB payroll moved to a shared services platform in April 2020.

Leave Management

	2019	2018	2017
Maternity leave applications	120	121	105
Parental leave applications	80	59	61
Career break applications approved	40	21	20
Job-share applications approved	48	36	37
Paternity Leave	20	25	17
Secondment	17	16	15

Recruitment

	2019	2018	2017
Posts advertised	532	515	330
Applications received	2,389	3,232	2,914
Interview competitions held	255	365	282
Posts filled	405	403	330

Pensions

	2019	2018	2017
Pension awards	32	33	29

Appendices

Appendix 1 – Reserved Functions of the Board

Section 12 (2) of the 2013 Act states:

- (2) Each of the following are reserved functions:
- (a) a request by an education and training board for a name by which the board may describe itself for operational purposes under *section 9 (3)*;
 - (b) the appointment of a chief executive in accordance with *section 14*;
 - (c) the suspension of a chief executive in accordance with *section 17*;
 - (d) the establishment of a scholarship under *section 24*;
 - (e) the giving of an opinion under *section 27 (4)(h)* and the adoption (with or without modifications) of a strategy statement under *section 27*;
 - (f) the adoption of an annual report under *section 28*;
 - (g) the acceptance of gifts or being constituted as a trustee under *section 29*;
 - (h) a decision to authorise the attendance by a member at a conference, seminar, meeting or event under *section 38*;
 - (i) in relation to a committee established under *section 44* —
 - (i) the establishment or dissolution of the committee,
 - (ii) the determination of the terms of reference and the regulation of the procedures of the committee,
 - (iii) the appointment or removal from office of a member (including the chairperson) of the committee, and
 - (iv) the confirmation of an act of the committee;
 - (j) the adoption of an annual service plan under *section 47*;
 - (k) the power to borrow money under *section 49*;
 - (l) the keeping of accounts in accordance with *section 51*;
 - (m) in relation to a finance committee and an audit committee—
 - (i) the establishment of those committees,
 - (ii) the appointment and removal of a member (including the chairperson) of those committees, and
 - (iii) the receipt of a report prepared by each of those committees and the determination of what action (if any) should be taken as a result of the findings of any such report;and
 - (n) the acquisition, holding and disposal of land, or any interest in land, under *paragraph 3 of Schedule 3*.