

Minutes of Meeting held on Thursday, 18th November 2021

A meeting of Louth and Meath Education and Training Board commenced at 5.00 p.m.
The meeting took place remotely in the light of government direction
regarding the Covid 19 virus

CATHAOIRLEACH:	Cllr. Wayne Harding
BAILL I LATHAIR:	Cllr. Amanda Smith, Cllr. Andrea McKevitt, Mr. Bill Sweeney, Cllr. John Sheridan, Cllr. Maria Murphy, Cllr. Marianne Butler, Cllr. Nick Killian, Cllr. Paul McCabe, Ms. Siobhán Greer, Mr. Damian Kearns and Mr. Paul Dermody
LEITHSCEIL:	Cllr. Damien O'Reilly, Mr. Billy Doyle, Cllr. Antóin Watters Cllr. Sharon Tolan, Ms. Malgorzata Gilani, Mr. Barry McCourt, Cllr. Eileen Tully and Ms. Máirín Uí Fháinnín
AR FREASTAIL:	Mr. Martin G. O'Brien, CE Ms. Fiona Kindlon, Director of Schools Ms. Sadie Ward McDermott, Director of FET Mr. Brian Murphy, Director of OSD Ms. Imelda Brehony, APO Human Resources Ms. Roisin Duffy, APO Finance Ms. Sinead Murphy, APO Land and Buildings Mr. Frank Smith, APO Corporate Services Ms. Ashley McBride, PA to CE Ms. Laura Hendrick, Corporate Services Ms. Pamela Keegan, Manager of ETBI Legal Services Support Unit (Item 2)

1. Order of Business

The Chairperson advised that the meeting was being held on-line due to government directives regarding the Covid 19 virus. The Chairperson thanked LMETB staff for making the necessary arrangements and thanked members for attending remotely.

1.1 Conflicts of interest

The chairperson noted that, in the circumstances, the normal hard copy conflict of interest sheet was not being circulated and asked members to advise of any conflicts of interest in relation to any item on the agenda. No conflicts of interest were declared. The Chairperson noted that members had been requested to confirm the position by email and urged any members who had not yet done so to do so as soon as possible.

1.2 Apologies, condolences and congratulations

Apologies were noted from Cllr. Damien O'Reilly, Mr. Billy Doyle, Cllr. Antóin Watters, Cllr. Sharon Tolan, Ms. Malgorzata Gilani and Mr. Barry McCourt.

Condolences were expressed in the usual respectful manner.

Congratulations were expressed to Mr. Niall Callaghan who has joined LMETB as head of the IT department and Mr. Andrew Magee who will join LMETB as Manager of the Regional Skills and Training Centre shortly.

1.3 Absences

It was resolved **R. 01/11/2021** to approve the absence of LMETB members: Cllr. Damien O'Reilly, Mr. Billy Doyle, Cllr. Antóin Watters, Cllr. Sharon Tolan, Ms. Malgorzata Gilani, Mr. Barry McCourt, Cllr. Eileen Tully and Ms. Máirín Uí Fháinnín.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Paul McCabe

1.4 Additional Disclosures of Interest by Board Members - reminder from Chairperson

The Chairperson requested members who had not yet furnished a completed confidential register of interest form as requested on 21 June to do so.

<h2>2. Presentation on Charities Governance Code by Ms. Pamela Keegan ETBI, Legal Service Support Unit</h2>
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The Chairperson introduced and welcomed Ms. Pamela Keegan, Manager of ETBI Legal Services Support Unit and invited her to brief members. Ms. Keegan took members through her presentation titled "Charities legislation and governance in ETBs" covering the Charities Act 2009, the role of charity trustees, grounds for disqualification of charity trustees, the charities governance code, the approach being taken by ETBs in seeking to comply with the code and report on same and the obligations of ETB board members and boards.

The Chairperson thanked Ms. Pamela Keegan and invited questions and comments from members.

3. Draft LMETB Strategy for 2022-2026

DOSD briefed members on work carried out to prepare a draft Strategy Statement (2022-2026) for board consideration as follows:

- LMETB is required to prepare a strategy statement for the period 2022 to 2026 inclusive in line with the requirements of Section 27 of the Education and Training Boards Act of 2013.
- A strategy working group comprising LMETB Board members Cllr. Marianne Butler and Cllr. Damien O'Reilly and senior OSD team members was established to assist in developing the strategy statement including overseeing the consultation and analysis of responses.
- DOSD thanked both Councillors for their valuable input and assistance.
- A strategic planning technique called "PESTLE" was deployed to assess external drivers for change under six environmental headings: political, economic, social, technological, legal and environment.
- LMETB was obliged to consult with the full schedule of stakeholders set out in the act. Consultation was via electronic survey and email mindful of public health advice. Consultees were asked for input relating to mission, values and principles, and on strengths, opportunities, aspirations and results under SOAR. SOAR is a strategy formulation approach that allows an organisation to focus on current strengths and the desired future through engaging with a wide range of invested individuals and stakeholder groups.
- The Strategy Working Group was able to rely on feedback from 114 consultees to inform its thinking on strategy development. Survey respondents generally expressed satisfaction with LMETB's stated mission, values and principles with some changes to reflect feedback received.
- Following analysis of the SOAR and PESTLE data and analysis of the strategies of the Department of Education, DFHERIS, the National FET Strategy, Enterprise Ireland and the Climate Action Plan 2021 a set of high-level strategic goals were formulated and, following consultation with the Strategy working group, recommended to the Board of LMETB.
- A separate strategic implementation plan, in the form of a Service Plan, will set out the key KPIs to measure progress against strategy.
- A sustainability policy is also in development to underpin the sustainability goals in the strategy

After thanking those who engaged in the process and DOSD and APO CES for their work, Cllr. Butler commended the draft strategy to the Board. The Chairperson thanked members of the Working Group and invited questions and comments from members.

It was resolved **R. 02/11/2021** to approve the draft strategy for the period 2022 to 2026 inclusive.

Proposed: Cllr. John Sheridan

Seconded: Cllr. Maria Murphy

DOSD advised members that LMETB intends to have the document proofed and converted into a professionally produced document for publication.

4. Results of Board Self-Assessment

DOSD advised members that The Code of Practice for the Governance of ETBs requires the board to undertake a self-assessment evaluation of its own performance and that of its committees and that a survey was issued to board members to facilitate provision of responses anonymously in an efficient and comprehensive manner. DOSD noted that 7 responses were received, explained how LMETB had collated those and took members through the findings. DOSD suggested that LMETB would present a response plan on findings to the Board.

It was resolved **R. 03/11/2021** to approve the board self-assessment.

Proposed: Mr. Bill Sweeney

Seconded: Cllr. Nick Killian

5. Minutes and matters arising

5.1 It was resolved **R. 04/11/2021** to adopt the minutes of the meeting of the Louth and Meath ETB Board held on 16th September 2021.

Proposed: Cllr. Amanda Smith

Seconded: Cllr. Paul McCabe

5.2 Matters Arising:

There were no matters arising.

6. Finance

6.1 Finance Update

APO Finance took members through the report which covers the period to July 2021. APO noted that LMETB is liaising with ESBS to have teething issues with the new financial shared services system addressed, following which up to date reports can be furnished to the board.

The Chairperson of the Finance Committee, Mr. Sweeney, advised members that the Finance Committee is being briefed on the position and are in agreement with the position as outlined by APO.

The Chairperson thanked APO and the finance department and invited questions and comments from members.

It was resolved **R. 05/11/2021** to approve the finance update.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Maria Murphy

6.2 Update on audit of Annual Financial Statements for 2020

APO Finance advised members that the C&AG audit is ongoing and may not be completed until 2022. APO advised that this is also the position in other ETBs and may be a result of C&AG resourcing being increasingly required on HSE audits.

The Chairperson invited questions and comments from members.

7. Correspondence

• Department of Education Circular Letters

<i>C/L ref</i>	<i>RE:</i>
0047/2021	Guidelines for the use of Reduced School Days in Schools – Primary, Post Primary
0048/2021	Home Tuition Grant Scheme for 1. Children without a school place (NSP) – Application Forms are only available from the Educational Welfare Service (EWS), Tusla Education Support Service (TESS) - Application Form HT NSP21 and 2. Children in Care without a school place - (CIC) – Short Term Home Tuition Grant Scheme – Application Form HT CIC21 are only available from a Social Worker – Primary, Post Primary
0049/2021	Home Tuition Grant Scheme in respect of Maternity Related Absences – ETB, Post Primary
0050/2021	COVID-19 Operational Supports for primary schools for 2021/2022 - Primary, Special Schools & ETB's
0051/2021	Revision of salaries of certain grades other than Teachers and SNA's employed by ETBs with effect from 1 October 2021 - ETBs
0053/2021	Revision of salaries Clerical Officer and Caretakers 78/79 schemes with effect from 1 October 2021 – Primary, Post Primary
0054/2021	Revision of Salaries of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools with effect from 1 October 2021- Post Primary
0055/2021	Revision of Salaries for Special Needs Assistants (SNAs) with effect from 1 October 2021 – ETB, Primary, Post Primary
0056/2021	Building Momentum - A New Public Service Agreement 2021-2022 Revision of Teacher Salaries with effect from 1 October 2021 – ETB, Primary, Post Primary

• Correspondence received from Department of Education

<i>Date Received</i>	<i>Subject</i>
20/9/2021	Approval of Gifts/ Donation up to 20.9.21
21/09/2021	Notice regarding COVID-19 funding for Term 1 of the 2021-22 school year
24/09/2021	Deadline for Quarterly Non-Teaching Staffing Returns - Quarter 3 2021
05/10/2021	Re. Monthly Returns 2021 - September Monthly Returns by Thursday 7th October 2021 - Please note updated details
05/10/2021	Requesting response re. COVID-19 Capitation funding supports - additional information

06/10/2021	Thanking for submission of CNS Annual Census Returns 2021 - LMETB
06/10/2021	Acknowledging LMETB Signed Declaration Q3 2021 NTS Staffing Returns
07/10/2021	Request for Q3 2021 Prompt Payment Returns
08/10/2021	Reporting requirements for the Covid-19 Learning and Support Scheme (CLASS) with October Monthly Returns
12/10/2021	Appointment of Fiona Kindlon as Manager to Dunshaughlin CNS
12/10/2021	Advising that signed LMETB OA and PDA are being issued by registered post
13/10/2021	Signed PDA & OA received in post
18/10/2021	Acknowledgment of receipt of Q3 2021 - Early Warning Returns & issues arising
21/10/2021	Message from DES Inspectorate Ó Fiaich College. Tuairisc le haghaidh Freagairt Scoile Report for School Response
03/11/2021	Requesting Monthly Returns 2021 - October Monthly Returns by Tuesday 9th November 2021
09/11/2021	IMIS Ratoath College. Tuairisc le haghaidh Dearbhú Fíricí Report for Factual Verification
10/11/2021	Update re. Enfield CC Building Project
11/11/2021	IMIS: Athboy Community School. Tuairisc le haghaidh Dearbhú Fíricí / Report for Factual Verification

- **Correspondence received from Department of Further of Further and Higher Education, Research, Innovation and Science (DFHERIS)**

<i>Date Received</i>	<i>Subject</i>
16/09/2021	Acknowledging receipt of ToR AMTCE
16/09/2021	DFHERIS Ref DFHE-MO-00665-2021 – reply re. TOR AMTCE
22/09/2021	22.9.21 DFHERIS re. Approval of DKIT Student Nominees
30/09/2021	SELFIE Forum and launch of SELFIE for Work-Based Learning
01/11/2021	Acknowledging receipt of answer for PQ Assigned 5202721 for answer 02112021 re. AMTCE

- **Correspondence received from other sources**

<i>Date Received</i>	<i>From:</i>	<i>Subject</i>
13/09/2021	ETBI	Re. OECD Global Teaching Insights and the Take 1 Programme
14/09/2021	John Sheridan	Minutes of Gifts, Trusts & Scholarships Committee Meeting 7/9/21
14/09/2021	SEAI	Re. Undertaking of Energy Audit
14/09/2021	DCEDIY	Re. LMETB Payment letter UBU Q4 and UBU Resilience and Effectiveness 2021
15/09/2021	ETBI	ETBI re. FET College of The Future Webinar – Reminder
16/09/2021	Charities Regulator	Re. Governance Code Declaration
17/09/2021	ETBI	ETBI re. PLC Oct Returns
17/09/2021	SOLAS	Re. Audit Reports – Findings & Recommendations

20/09/2021	Ratoath College	Letter of Resignation from S Spillane BoM Member DLC
20/09/2021	Ratoath College	Ratoath College advising of Change of female teacher nominee on BoM
21/09/2021	SOLAS	Payment Advice re. Grant 15.9.21
23/09/2021	Dept. Justice	Re. Request for LMETB Nominee to Drogheda Implementation Board
24/09/2021	Dept. Justice	Dept Justice acknowledging confirmation of LMETB nominee to Drogheda Implementation Board
24/09/2021	Cllr. Deirdre Geraghty Smith	Re. Confirmation by outgoing board member regarding board documents
24/09/2021	AONTAS	Re. Notice of the AONTAS AGM 2021
27/09/2021	Boyne Community School	Minutes of BoM meeting 1/6/2021
28/09/2021	SOLAS	Re. Fuel Allowance 2021-2022
28/09/2021	Beaufort College	Beaufort College teacher nominees BoM
30/09/2021	Community Centre Moneymore	Letter re. Thanking for visiting centre in August 2020 & continuing support
30/09/2021	Peter McGrath	Minutes & Report of A&R Meeting 8.7.21 & A&R Committee Evaluation
30/09/2021	ETBI	ETBI- Re. BoM handbook update
30/09/2021	Dir FET	Advising that SELFIE Forum and launch of SELFIE for Work-Based Learning forwarded to FET Leaders
01/10/2021	Teaching Council	Forwarding countersigned Data Sharing Agreement
01/10/2021	Colin McAree Foróige	Re. Drogheda Youth Services
04/10/2021	ESBS	ETB Notification October pay increases - delay in publication of DPER Circulars
04/10/2021	Dept. of the Taoiseach	Shared Island Initiative National Development Plan commits record €3.5bn budget for collaborative cross border investment
06/10/2021	ETBI	ETBI - Tackling Anxiety and Building Resilience for Educators seminar
08/10/2021	ETBI	ETBI re. Adult Literacy for Life Partner Pack
08/10/2021	DCEDIY	ETB Youth Work Functions Annual Progress Report 2020
08/10/2021	DCEDIY	LMETB Letter regarding 20222023 UBU New Services
13/10/2021	Enterprise Ireland	Claim for LMETB 169747EM-1 received & being processed
14/10/2021	SOLAS	Approval re. LMETB MAEDF 2021
14/10/2021	Sec BoM Athboy CS	Sec BoM Athboy CS re. New Board of Management
18/10/2021	SOLAS	Re. MAEDF Round 2
18/10/2021	Enfield CC	Minutes of Board of Management Meeting 24.6.21
18/10/2021	Léargas	Amendment to Léargas Grant Agreement - Erasmus Programme
19/10/2021	Coláiste Chú Chulainn	Code of Behaviour
19/10/2021	SOLAS	Letters issued re. AMTCE - funding

20/10/2021	SOLAS	SOLAS LMETB MAEDF Confirming Revised Round 1 Funding Approval
21/10/2021	Social Welfare Services Office	Re. School Meals Coláiste Chú Chulainn 2020.2021
22/10/2021	ETBI	ETBI re. Communication to the sector on the Approach Moving Forward
22/10/2021	Enterprise Ireland	LMETB letter of offer Re: application 7.9.21 additional Covid 19 pandemic related costs
25/10/2021	Diocese of Meath	To DOS re. Athboy Community School Board of Management Bishop Nominees
26/10/2021	Enterprise Ireland	LMETB Letter of Offer re. Application 7.9.21 Additional Covid19 pandemic related costs
26/10/2021	ACCS	Re. Form of Appointment of BoM Athboy
26/10/2021	ACCS	ACCS reply re. AJP Template & Patronage Schools
26/10/2021	Meath Partnership	Meath Partnership re. Nomination Letter for replacement on Board of Meath Partnership
28/10/2021	ETBI	Re. Note on meeting with CRA - Relevant to ETB reports due by 31st October 2021
29/10/2021	ETBI	Future FET Transforming Learning Update
31/10/2021	Charities Regulator	Advising of registered number and Public Register of Charities details updated Registered Submission SR52823 LMETB - Annual Report
01/11/2021	Boyne CS	Boyne CS BoM Minutes of meeting 20/9/21
01/11/2021	Meath County Council	Advising of provision of funding for 2022 of €50,000 for Music Generation Meath
04/11/2021	John Sheridan	Gifts, Trusts & Scholarships - Minutes of Meeting 7.9.21
05/11/2021	Principal Boyne CS	Reply from Principal Boyne CS to email 4.11.21 re. BOM
05/11/2021	Sharon Tolan	Youthreach BoM Minutes meeting on 1.4.21
05/11/2021	Boyne CS	Boyne CS requesting LMETB nominees to Boyne CS BoM
10/11/2021	ETBI	Re. Construction Research and PLSS
15/11/2021	Wayne Harding	Re. Letter to CE Re: Step down as Chairperson LMETB Board
15/11/2021	Social Welfare Services Office	Re. School Meals O'Fiaich College 2021.2022
15/11/2021	ESBS	Re. LMETB - ESBS KPI Report - Q3 2021

• **Correspondence sent**

Date	Re:
10/09/2021	APO CES to Charities Regulator re. Compliance with the Charities Governance Code
16/09/2021	CE's Office to SOLAS re. Terms of Reference AMTCE
16/09/2021	CE's Office to DFHRIS re. Terms of Reference AMTCE
16/09/2021	CE's Office to Teaching Council re. Data Sharing Agreement
17/09/2021	DOS to School Leaders re. Primary and Post Primary Schools Circular Letter 00472021 Guidelines for the use of Reduced School Days in Schools
17/09/2021	APO CES to DoE re. Request for approval of gifts

20/09/2021	FET to DoE re. Co-operation hours – Application Form Louth and Meath Education and Training Board 2021/2022
20/09/2021	APO CES to Principal Ratoath College re. Approval of Gifts
21/09/2021	Data Protection Officer to All Staff re. Email Correspondence
23/09/2021	DOSD to ETB reply re. Pensions RE Update on ETB Pensioners – NSSO & LMETB nominees to attend meeting
23/09/2021	CE's Office to Dept Justice confirming re. Drogheda Implementation Board LMETB Nominee
23/09/2021	DOS to School Leaders re. Department Guidance on School Trips and Sports
23/09/2021	CE's Office to LMETB Board Members re. Information on Charities Act
27/09/2021	APO CES to All Staff re. Election of female staff nominee to the LMETB Board
28/09/2021	DOS to CE's Office & Beaufort College approving Beaufort College Teacher Nominees to LMETB BM
28/09/2021	CE's Office to DKIT – Approval by DFHERIS re. Proposed Nominees to Governing Body of DKIT
28/09/2021	CE's Office to Audit and Risk Committee – Terms of Reference
29/09/2021	Schools Directorate to BoM Members re. Oilíúint Bord Bainistíochta Board of Management Training
30/09/2021	LMETB Procurement Section to DOSD & APO CES- LMETB Corporate Procurement Plan and Multi Annual Procurement Plan
01/10/2021	APO CES to DoE Forwarding LMETB Annual Report for 2020 as Gaeilge - sent to DoE 9.9.21
01/10/2021	APO CES to DoE Forwarding LMETB – DoE sign off on the 2020 Annual & Chairpersons Comprehensive Reports – sent to DoE 3.9.21
01/10/2021	CE to SOLAS re. LMETB Letter re. Match Funding AMTCE
05/10/2021	APO CES to Cllr. Smith re. appointment to LMETB Gifts Trusts and Scholarships Committee
05/10/2021	DOS to School Leaders Re. Post Primary Schools October Returns 2021/2022
07/10/2021	DOSD to HR forwarding ESBS – ETB Notification October pay increases – delay in publication of DPER Circulars
08/10/2021	DOSD to DOS & HR re. Reporting requirements for the Covid-19 Learning and Support Scheme (CLASS) with October Monthly Returns
13/10/2021	DOS to School Leaders re. Main features of Budget 2022 – Education
14/10/2021	DOS to School Leaders re. Main features of Budget 2022 – Education
15/10/2021	APO CES to DoE re. Submission of Q3 2021 – Early Warning Returns
18/10/2021	APO CES to CNS Principals re. Election of female staff nominee to the LMETB Board
18/10/2021	APO CES to School & FET Leaders re. Election of Female Staff Nominee to LMETB Board
20/10/2021	DOSD to APO Finance Forwarding SOLAS Letters re. AMTCE – funding
21/10/2021	CE to SOLAS Letter RE. AMTCE Match Funding for Equipment
21/10/2021	APO CES to School & FET Leaders re. Re Election of Female Staff Nominee to LMETB Board – as Gaeilge
22/10/2021	APO HR to All Staff Re. Important Information for LMETB Staff Members Registered with the Teaching Council
22/10/2021	DOS to LMETB Nominees on Athboy BoM re. role Board of Management Athboy CS
22/10/2021	DOS to Diocese of Meath – Re. Urgent Athboy Community School Board of Management Bishop Nominees

26/10/2021	Schools Directorate to BoM Members re. Oiliúint Bord Bainistíochta Board of Management Training
28/10/2021	DOS to Boyne CS Re. replying to email 28.10.21 from school secretary re. Documentation required by LMETB for community schools for whom LMETB is joint patron
28/10/2021	DOS to ACCS Reply to email of 28.10.21 RE. Form of Appointment – Athboy CS
28/10/2021	DOS to ACCS re. Boyne Community School BoM
28/10/2021	DOS to Boyne CS – Re. Requesting contact by Sec BoM to DOS re. Documentation required by LMETB for community schools for whom LMETB is joint patron
29/10/2021	Dir FET to DFHERIS - Reply to PQ Assigned 5202721 for answer 02112021 Written from - Rose Conway-Walsh re. Advanced Manufacturing Centre of Excellence
01/11/2021	DOS to Athboy CS Forwarding signed Form of Appointment 1.8.21 - 31.7.24
01/11/2021	DOS to Athboy CS BoM LMETB nominees advising re. Form of Appointment
01/11/2021	Dir FET to DFHERIS re. Revised response LMETB PQ Assigned 5202721 re. status of the development of an advanced manufacturing training centre of excellence in Dundalk
02/11/2021	Schools Directorate to BoM Members re. Info from Board of Management Training
03/11/2021	DOSD to Moya Hodgers Re. nomination to Music Generation Partnership
04/11/2021	DOS to School Leaders re. Education at a Glance 2021 OECD Indicators
04/11/2021	DOS to Boyne CS requesting Principal to contact re. Boyne BoM
05/11/2021	DOS to Boyne CS in reply to email 5.11.21 re. BoM
05/11/2021	DOS to Diocese of Meath re. Boyne CS BoM requesting Bishops nominees to BoM & organise meetings with Principals, Bishop & CE
09/11/2021	DOS to ACCS Re. Updates & Query Re handbook for community schools
09/11/2021	DOS to Niamh Black Re. Ardee Community school new Board of Management
10/11/2021	APO CES to All Staff Election of female staff nominee to the LMETB Board
10/11/2021	APO CES to School & FET Leaders Re Election of Female Staff Nominee to LMETB Board

• **Correspondence sent on foot of Board meeting held on 16th September 2021**

Date	Re:
21/09/2021	Condolence Cards sent to the Families of the following: Mr. Dylan Corcoran, Ms. Jackie O'Sullivan, Mrs. Mary Rushe, Mr. Tommy Connolly, Ms. Grace Harris, Ms. Katelyn Boyle, Ms. Susan Egan, Fr. PJ Nyland, Ms. Tracy O'Brien, Mr. Jimmy Farnan, Mr. Leo McAllister, Ms. Carmel Wright, Ms. Joanne Power, Mr. JP Moore, & Mrs. Mary Brehony
30/09/2021	CE's Office to APO Finance re. Approval of Finance Update & Finance Committee Minutes, Banking Access & Facebook Donation
30/09/2021	CE's Office to Chair Adult Education Committee re. approval of committee minutes & nomination of Cllr. Amanda Smith to committee
30/09/2021	CE's Office to Chair Youth Work Committee re. approval of Board of Management Minutes, Revised Terms of Reference & Youth Grant Funding
30/09/2021	CE's Office to Dir. FET re. approval of Minutes, Policies, MoU, ToR, Funding & nomination of members to committees and noting of Dir's Report & Policies.

30/09/2021	CE's Office to Dir. AMTCE re. Revised MoU
30/09/2021	CE's Office to Dir. Schools re. Schools Minutes, Memberships of BoM, School Policies & Nominations to BoM's
30/09/2021	CE's Office to DOSD re. OSD Matters
30/09/2021	CE's Office to Chair Finance Committee re. Reports & Minutes
30/09/2021	CE's Office to Cllr. Gerry O'Connor re. Nomination to BoM Dunshaughlin CC
30/09/2021	CE's Office to Cllr. Tommy Reilly re. Nomination to BoM Coláiste na Mí
30/09/2021	CE's Office to Ms. Joanne Owens re. Nomination to BoM Coláiste na Mí
30/09/2021	CE's Office to Cllr. John Sheridan re. Nomination as Chair to Gifts, Trusts and Scholarships Committee
30/09/2021	CE's Office to Mr. Pdraig Keenan re. Nomination to BoM Enfield CC
30/09/2021	CE's Office to Ms. Marie Morgan re. Nomination to BoM Faughart CNS
30/09/2021	CE's Office to Cllr. Nick Killian re. Nomination to Youthreach BoM
30/09/2021	CE's Office to Sec BoM DIFE re. College Policies
04/10/2021	CE's Office to Sec BoM Beaufort College re. BoM Minutes & School Policies
04/10/2021	CE's Office to Sec BoM Bush PP re. BoM Minutes & School Policies
04/10/2021	CE's Office to Sec BoM Coláiste Chú Chulainn re. BoM Minutes & School Policies
04/10/2021	CE's Office to Sec BoM Coláiste na hInse re. School Policies
04/10/2021	CE's Office to Sec BoM Coláiste na Mí re. BoM Minutes & School Policies
04/10/2021	CE's Office to Sec BoM Faughart CNS re. BoM Minutes & School Policies
04/10/2021	Oifig an PF chuig Runaí BB Coláiste Ráth Chairn maidir le Polasaí Scoile
04/10/2021	CE's Office to Sec BoM St. Peter's College, Dunboyne re. BoM Minutes & School Policies
04/10/2021	CE's Office to Sec BoM Coláiste de Lacy re. School Policies
04/10/2021	CE's Office to Sec BoM Enfield CC re. BoM Minutes
04/10/2021	CE's Office to Sec BoM Coláiste Clavin re. School Policies
04/10/2021	CE's Office to Sec BoM O'Carolan College, Nobber re. BoM Minutes & School Policies
04/10/2021	CE's Office to Sec BoM O'Fiaich College re. School Policies
04/10/2021	CE's Office to Sec BoM St. Oliver PP, Oldcastle re. deferral of nomination to BoM
04/10/2021	CE's Office to Sec BoM St. Oliver's CC Drogheda re. BoM Minutes & School Policies
04/10/2021	CE's Office to Sec BoM Ratoath College re. BoM Minutes and School Policies
04/10/2021	CE's Office to Chair of Gifts, Trusts & Scholarships Committee re. Minutes & Recommendations
04/10/2021	CE's Office to Cllr Amanda Smith re. nomination to LMETB Gifts, Trusts and Scholarships Committee
04/11/2021	Dir. FET to SOLAS on behalf of LMETB Board Member requesting update including statistical information regarding delays for entry to Apprenticeship programmes & Apprenticeship Services.

The Chairperson invited questions and comments from members.

8. Committees and Reports

8.1 Director of Further Education and Training Report

Director of Further Education and Training took members through her report highlighting a number of matters including:

- Achievement by Youthreach Navan student in 2021 Leaving Certificate
- Award to LMETB for excellence in providing adult learning
- National pilot initiative to include FET courses on CAO site
- Ongoing planning
- Incidental inspections by the Department of Education
- MAEDF scheme
- Peace IV small grants programme

The Chairperson thanked Director for her report and invited questions and comments from members. The report of the Director of Further Education and Training was noted.

8.1.1 Further Education and Training Committee/Board of Management Minutes

It was resolved **R. 06/11/2021** to approve the minutes of the meeting of the Board of Management of Dunboyne College of Further Education which took place on 18th May 2021.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Maria Murphy

The minutes of the meeting of the Youthreach Board of Management which took place on 1st April 2021 were noted.

8.1.2 Membership of Committees

It was resolved **R. 07/11/2021** to approve the nomination of Cllr. Nick Killian as Chairperson of the Youthreach Board of Management to replace Cllr. Sharon Tolan.

Proposed: Cllr. Paul McCabe

Seconded: Cllr. Maria Murphy

Consideration of a nominee to the Youthreach Board of Management to replace Ms. Karen Tobin who has resigned as a member was deferred.

It was resolved **R. 08/11/2021** to approve the nomination of Ms. Aisling Sheridan to Meath Partnership to replace Ms. Imelda Prunty who has retired.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Nick Killian

It was resolved **R. 09/11/2021** to approve the nomination of Ms. Amy O'Reilly as student nominee on the Board of Management of Drogheda Institute of Further Education to replace Ms. Niamh Ryan.

Proposed: Cllr. Amanda Smith

Seconded: Cllr. Nick Killian

It was resolved **R. 10/11/2021** to approve the nomination of Mr. Thomas Harford as student nominee on the Board of Management of Drogheda Institute of Further Education to replace Mr. Liam Burke Brady.

Proposed: Cllr. Amanda Smith

Seconded: Cllr. Nick Killian

It was resolved **R. 11/11/2021** to approve the nomination of Ms. Moya Hodgers to Louth Music Education Partnership.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Marianne Butler

8.1.3 Further Education and Training Policies

College/Centre	Policy
LMETB	LMETB Assessment Appeals Procedure (Appeal of Process or Results) V2 2021
LMETB	LMETB Assessment Deadlines Procedure V2 2021
LMETB	LMETB Assessment Malpractice Procedure
LMETB	LMETB Examinations Procedure V2 2021
LMETB	LMETB Reasonable Accommodation in Assessment V2 2021
LMETB	LMETB Results Approval Panel Policy and Procedures DRAFT V2 Sept. 2021
LMETB	LMETB Secure Storage Procedure V2 2021
LMETB	Youthreach Centres - Bullying and Harassment Policy
DCFE	DCFE Dress Code Policy
OFI College	OFI Admissions Policy 2021-2022

The above policies were noted by the Board.

8.1.4 Revised Memoranda of Understanding – LMETB and The AM Group and LMETB and Irish Manufacturing Research Limited (IMR)

APO CES noted that the Board approved Memoranda of Understanding between LMETB and The AM Group and between LMETB and Irish Manufacturing Research Limited (IMR). He advised members that LMETB proposed some amendments subsequently which have been accepted by the parties and that the documents which are presented for Board approval reflect these amendments.

It was resolved **R. 12/11/2021** to approve the revised Memoranda of Understanding.

Proposed: Mr. Bill Sweeney

Seconded: Cllr. Paul McCabe

8.2 Director of Schools Report

Director of Schools took members through her report highlighting initiatives and developments on a number of fronts including:

- Literature on LMETB schools
- Announcement by the Minister for Education regarding proposed introduction of Covid 19 antigen testing in primary schools
- Implications of Covid 19 including staff shortages and potential school closures
- Concerns regarding the level of support being provided by public health authorities
- Collaboration with AMTCE
- Plans to develop programmes to address disengagement from formal education in Drogheda
- Department study on the impact of the Gaeltacht recognition scheme
- Introduction of a standardised approach by the Department to the implementation of reduced timetable for pupils on a temporary basis

Director thanked members for their ongoing support including on interview panels, boards of management and in supporting LMETB in its engagement with joint patronage schools.

The Chairperson thanked Director for her report and invited questions and comments from members. Cllr. McCabe commended the Director of Schools for her practical support and expertise in advising Boards of Management. Chairperson thanked CE, Director and schools for their ongoing efforts and particularly in re-establishing extra-curricular activities in schools. The report of the Director of Schools was noted.

8.2.1 Minutes of Boards of Management meetings

School	Date of Meeting
Beaufort College	01/09/2021
Coláiste Clavin	13/09/2021
Coláiste na hInse	25/05/2021
Coláiste Pobail Rath Chairn	09/03/2020
Coláiste Pobail Rath Chairn	30/04/2020

Coláiste Pobail Rath Chairn	03/09/2020
Coláiste Pobail Rath Chairn	19/11/2020
Coláiste Pobail Rath Chairn	10/02/2021
Coláiste Pobail Rath Chairn	14/04/2021
Coláiste Pobail Rath Chairn	03/06/2021
Dunshaughlin Community College	14/06/2021
O'Carolan College	03/06/2021
O'Fiaich College	02/06/2021
O'Fiaich College	13/09/2021
St. Oliver's Community College	31/08/2021
St. Oliver Post Primary, Oldcastle	27/05/2021
St. Peters College	30/08/2021
Ard Rí CNS	10 th November 2020
Joint Patronage Schools	
Athboy Community School	30/08/2021
Athboy Community School	08/09/2021
Athboy Community School	20/09/2021
Athboy Community School	18/10/2021
Boyne Community School	20/09/2021
Boyne Community School	01/06/2021

The minutes of the above meetings were noted.

8.2.2 Memberships of Boards of Management

Consideration of a nominee to the Board of Management of St. Oliver Post Primary, Oldcastle to replace Ms. Karen Tobin who has resigned as a member was deferred.

It was resolved **R. 13/11/2021** to approve the nomination of Ms. Suzanne Markey as female staff nominee to the Board of Management of Beaufort College replacing Ms. Jennifer Bowser.

Proposed: Cllr. Marianne Butler

Seconded: Mr. Bill Sweeney

It was resolved **R. 14/11/2021** to approve the nomination of Mr. Sean Hughes as male staff nominee to the Board of Management of Beaufort College replacing Mr. John Mullins.

Proposed: Cllr. Marianne Butler

Seconded: Mr. Bill Sweeney

It was resolved **R. 15/11/2021** to approve the nomination of Ms. Emma Daly as female staff nominee to the Board of Management of Coláiste de Lacy replacing Ms. Stephanie Spillane.

Proposed: Cllr. Amanda Smith

Seconded: Cllr. Nick Killian

It was resolved **R. 16/11/2021** to approve the nomination of Ms. Natalie Graham as female parent nominee to the Board of Management of Coláiste Ríoga.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Paul McCabe

It was resolved **R. 17/11/2021** to approve the nomination of Mr. Joseph Reilly as male parent nominee to the Board of Management of Coláiste Ríoga.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Paul McCabe

Consideration of a nominee to the Board of Management of O’Fiaich College to replace Ms. Roisin Duffy was deferred.

It was resolved **R. 18/11/2021** to approve the nomination of Mr. John Condon as LMETB nominee to the Board of Management of Boyne Community School.

Proposed: Cllr. Paul McCabe

Seconded: Mr. Bill Sweeney

It was resolved **R. 19/11/2021** to approve the nomination of Cllr. Nick Killian as LMETB nominee to the Board of Management of Boyne Community School.

Proposed: Cllr. Paul McCabe

Seconded: Mr. Bill Sweeney

It was resolved **R. 20/11/2021** to approve the nomination of Mr. John Grant as LMETB nominee to the Board of Management of Boyne Community School.

Proposed: Cllr. Paul McCabe

Seconded: Mr. Bill Sweeney

8.2.3 School Based Policies:

School	Policy
Bush PP	BoM Permission to Suspend for up to 3 & 5 Days
Coláiste Chú Chulainn	Code of Behaviour May 2021
Coláiste Clavin	Child Safeguarding Statement Risk Assessment LMETB 2021
Coláiste de Lacy	Anti-Bullying Policy V7 2021 & Anti-Bullying Review
Coláiste de Lacy	Child Safeguarding Statement
Coláiste de Lacy	Covid 19 Response Plan V1B 2021 Final
Coláiste de Lacy	Covid 19 Risk Assessment V2 August 2021
Coláiste de Lacy	Critical Incident Management Plan
Coláiste de Lacy	Enhanced Cleaning Plan 2021
Coláiste de Lacy	Fire and Emergency Evacuation Plan
Coláiste de Lacy	Safety Statement

Coláiste Ríoga	Admissions Policy
Dunshaughlin Community College	Critical incident 2021
Dunshaughlin Community College	Admission policy 22-23 & Admission notice 22-23
Dunshaughlin Community College	Child safe guarding statement; Child safeguarding statement checklist for review 2021; Child safe guarding statement (CSS) Documentation; Child safe guarding statement notice 2021
Dunshaughlin Community College	Covid 19 policy statement Sept 2021
Enfield CC	Admissions Policy 2022/2023
O'Carolan College	Anti-Bullying Policy
O'Carolan College	Child Safeguarding Policy
O'Carolan College	Code of Positive Behaviour - Suspensions Expulsion Policy
O'Carolan College	Health & Safety Control of Covid 19
St. Oliver's Community College	Anti-Bullying policy
St. Oliver's Community College	DEIS plan 2021
St. Oliver's Community College	Healthy Eating Policy 2021
St. Oliver's Community College	Homework Policy 2021
St. Oliver Post Primary, Oldcastle	Admissions Policy 2022-23
St. Oliver Post Primary, Oldcastle	Anti-Bullying Policy
St. Oliver Post Primary, Oldcastle	Child Safeguarding Statement and RA 2021-22
St. Oliver Post Primary, Oldcastle	Code of Behaviour 2021-22
St. Oliver Post Primary, Oldcastle	Critical Incident Management Policy 2021-22
St. Peter's College, Dunboyne	COVID 19 Response Plan 2021 2022 (2)
St. Peter's College, Dunboyne	LMETB Expulsions and Suspension Nov 2020 (2) & Policy Sheet
St. Peter's College, Dunboyne	School Community Dog Policy 2021 (3) & Policy Sheet
Ard Rí CNS	Child Safeguarding Statement Risk Assessment September 2021
Ard Rí CNS	Covid 19 Policy
Ard Rí CNS	Homework Policy September 2021
Ard Rí CNS	NEPS Critical Incident Management Plan September 2021
Dunshaughlin CNS	Admissions Policy 22-23 & Admissions Notice 22-23
Faughart CNS	Goodness Me Goodness You Plan
Ardee CS	Child Safeguarding Statement & Risk Assessment 2021 and Child Safeguarding Notice
Ardee CS	Admissions Policy
Ballymakenny College	Admissions Policy
Ballymakenny College	Anti-Bullying -Child Safeguarding - SSE Checklist 2021

The above policies were noted.

8.2.4 Proposed Contributions from Parents/Guardians 2022/2023

School	Year Group	Proposed Amount
Beaufort College	Transition Year	€300.00
Beaufort College	1/2/3/5/6 th Years & LCA	€200.00

It was resolved **R. 21/11/2021** to approve the above proposed contributions.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Marianne Butler

9. OSD Matters

9.1 Human Resources Update

APO HR took members through her report.

The Chairperson thanked APO for her report and invited questions and comments from members.

9.2 Minutes:

It was resolved **R. 22/11/2021** to approve the minutes of the Finance Committee meeting held on 8th July 2021

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

It was resolved **R. 23/11/2021** to approve the minutes of the Finance Committee meeting held on 13th October 2021

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

It was resolved **R. 24/11/2021** to approve the minutes of the Audit and Risk Committee meeting held on 8th July 2021

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

It was resolved **R. 25/11/2021** to approve the minutes of the Land and Buildings Committee meeting held on 16th September 2021.

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

It was resolved **R. 26/11/2021** to approve the minutes of the Gifts, Trusts and Scholarships Committee held on 7th September 2021.

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

9.3 Reports:

It was resolved **R. 27/11/2021** to approve the report of the Audit and Risk Committee on foot of the meeting held on 8th July 2021.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Amanda Smith

It was resolved **R. 28/11/2021** to approve the report of the Finance Committee on foot of the meeting held on 8th July 2021.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Amanda Smith

It was resolved **R. 29/11/2021** to approve the report of the Finance Committee on foot of the meeting held on 13th October 2021.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Amanda Smith

9.4 Committee Self-Evaluation:

It was resolved **R. 30/11/2021** to approve the self-evaluation of the Audit and Risk Committee.

Proposed: Mr. Bill Sweeney

Seconded: Ms. Siobhán Greer

9.5 Memberships and Chairpersons of Committees

There was no business under this item.

9.6 OSD Policies

DOSD advised that the Policy for Gifts, Trusts and Scholarships is amended to stipulate that the school principal/centre co-ordinator shall inform the Board of Management of Gifts, Trusts and Scholarships as soon as possible.

DOSD advised that the IT - Bring Your Own Device Policy, IT - Encryption policy, IT - ICT Framework Policy, IT - Outsourcing and Acquisitions Policy and IT - Remote Access Policy are the result of collaboration by ETBs through ETBI fora.

Director of Schools advised members that The Gaeltacht Scholarships policy currently with a term of 2019-2021 is to be renewed to 2022-2024.

DOSD advised that the Use of Facility Policy is being amended by the removal of dates from the table of recommended charges to avoid the need to have it renewed annually.

The above policies were noted.

9.7 Gifts, Trust and Scholarships

Cllr. Sheridan, reported on behalf of the Gifts, Trust and Scholarships Committee. Cllr. Sheridan advised that the Committee met on 1st November 2021 at which it welcomed Cllr. Smith as a member, was briefed on its Terms of Reference and the Gifts, Trust and Scholarships Policy, approved minutes of the meeting held on 7th September 2021 and considered two scholarships and a report by the CE thereon. Cllr. Sheridan advised that the Committee resolved to recommend approval by the Board of the following scholarships:

- Google Certificates in Drogheda Institute of Further Education.
- Amazon Web Service Bursary in Drogheda Institute of Further Education.

Cllr. Sheridan noted that the Committee recommended that school principals and centre co-ordinators be requested to inform Boards of Management of Gifts, Trusts and Scholarships and that this recommendation is incorporated in the revised policy.

Cllr. Sheridan advised that the Committee noted that while, on one hand, the provision of gifts or the establishments of trusts or scholarships by entities may be argued as corporate social responsibility, it equally could be perceived as utilising the LMETB brand or courses to develop a recruitment pathway. Therefore, the Committee concluded that the Board may feel it opportune to ensure that any external entities have equality of opportunity in the recruitment of LMETB learners.

Cllr. Sheridan advised that, since the Committee meeting on 1st November, LMETB had been informed of a proposed donation of €200 to Faughart CNS by Cllr. McKevitt from the 2021 Councillors' Community Grants Scheme 2021 and that the Chief Executive's report on this had been circulated to members for consideration.

It was resolved **R. 31/11/2021** to approve the recommendation of the Gifts, Trust and Scholarships Committee and the proposed donation of €200 to Faughart CNS by Cllr. McKevitt.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Paul McCabe

9.8 Data Breach Report

DOSD advised that five data breaches have been reported, details of which had been provided to members.

DOSD noted that LMETB assessed that there is a low risk of the breaches posing a substantial risk to the rights and freedoms of data subjects in four instances and that there is a high risk in one instance. DOSD confirmed that three of the breaches, including that rated high, were notified to the Data Protection Commission which has confirmed that they consider their examination of the breaches to be closed. DOSD emphasised the importance which LMETB places on its data protection obligations.

Members noted the Data Breach Report.

9.9 Risk Management Report for Quarter 4 2021

DOSD noted that 25 risk items are currently listed on the LMETB corporate register. 9 are designated as high risk, 14 as medium and 2 as low risk and that this is unchanged since the previous update. APO noted that the risk register is reviewed by the Audit and Risk Committee and that a special meeting of the Committee is to be arranged which will be fully or largely devoted to risk.

Members noted the Risk Management Report.

9.10 Update on Election of female staff nominee to LMETB Board

APO CES noted that the electoral register of staff eligible to vote has been prepared and made available to staff. APO advised that the deadline for receipt of nominations is 1pm on Friday 3rd December and that, if a poll is necessary, voting will open no later than Monday, 20th December and close at 5pm on Thursday, 20 January.

10. Land and Buildings

10.1 Report on behalf of Land and Buildings Committee including update on AMTCE

It was resolved **R. 32/11/2021** to approve the Report on behalf of the Land and Buildings Committee including update on AMTCE.

Proposed: Cllr. Amanda Smith

Seconded: Cllr. Nick Killian

10.2 Leases/Licenses/Short Term Rentals/Property

10.2.1 Approval to renew lease and signing of deed of renunciation at RSTC, Coe's Road, Dundalk, County Louth

It was resolved **R. 33/11/2021** to approve the recommendation of the Land and Buildings Committee to renew the lease from 1/12/21 to 1/12/2026 and sign a deed of renunciation at RSTC, Coe's Road, Dundalk, County Louth.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Marianne Butler

10.2.2 Approval to enter a license for Boomerang Youth Service Café for Drogheda Implementation Group

It was resolved **R. 34/11/2021** to approve the recommendation of the Land and Buildings Committee to enter a one-year license for Boomerang Youth Service Café for Drogheda Implementation Group.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. John Sheridan

10.2.3 Approval to enter licence for the Lourdes Recreational Hall for Music Generation

It was resolved **R. 35/11/2021** to approve the recommendation of the Land and Buildings Committee to enter a one-year licence for the Lourdes Recreational Hall, Yellowbatter, Drogheda for Music Generation

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Marianne Butler

10.2.4 Approval to enter license for Unit 75, Dunboyne College of Further Education

It was resolved **R. 36/11/2021** to approve the recommendation of the Land and Buildings Committee to enter a three-year license for Unit 75, Dunboyne College of Further Education.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Amanda Smith

10.2.5 Consideration of short-term rental of Unit 34 Brewery Business Park, Dundalk for Robotic Welding

It was resolved **R. 37/11/2021** to approve the recommendation of the Land and Buildings Committee for the one-year rental of Unit 34 Brewery Business Park, Dundalk for Robotic Welding.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Amanda Smith

10.2.6 Regularisation of title deeds on former Vocational School, Bective Street, Kells – peppercorn sum & outlays

It was resolved **R. 38/11/2021** to approve the recommendation of the Land and Buildings Committee to regularise the title deeds of the former Vocational School, Bective Street, Kells

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Nick Killian

10.3 Dilapidation Claim, Robin House premises, Dundalk, County Louth

It was resolved **R. 39/11/2021** to approve the recommendation of the Land and Buildings Committee to accept the proposed settlement.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. John Sheridan

10.4 Developments and Updates on Land and Buildings recommended by Land and Buildings Committee for Board Approval

It was resolved **R. 40/11/2021** to approve the Developments and Updates on Land and Buildings recommended by Land and Buildings Committee

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

11. Nomination of new Chairperson
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Cllr. Harding advised members that he had informed the Chief Executive of his intention to step down as Chairperson at the end of today's meeting and invited members to nominate a new Chairperson.

It was resolved **R. 41/11/2021** to appoint Cllr. John Sheridan as Chairperson of LMETB.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Marianne Butler

Cllr. Killian thanked Cllr. Harding for being an excellent Chairperson, particularly in the difficult circumstances created by the Covid 19 pandemic.

Cllr. Harding stated that he felt privileged to be the LMETB Chairperson and enjoyed the role. He highlighted a number of items including the continuing development of the AMTCE and LMETB's role in hosting a new structure to deliver services in Drogheda. Cllr. Harding thanked Board members, CE, management and staff for their work and assistance.

CE praised Cllr. Harding for carrying out the role of Chairperson so well notwithstanding Covid 19 restrictions and wished Cllr. Sheridan well.

Cllr. Sheridan thanked Cllr. Harding and members.

12. Any other business

It was resolved **R. 42/11/2021** to approve the nomination of Mr. Graham McDermott as male staff nominee to the Board of Management of Coláiste Ríoga.

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

It was resolved **R. 43/11/2021** to approve the nomination of Ms. Gillian Pender as female staff nominee to the Board of Management of Coláiste Ríoga.

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

As there was no other business the Chairperson extended his gratitude and best wishes to all and brought the meeting to a conclusion.

SIGNED:


CHAIRPERSON

DATE:

24 Feb 2022