

## Minutes of Meeting held on Thursday, 17<sup>th</sup> May 2018

A meeting of Louth and Meath Education and Training Board took place in O' Fiaich College, Dundalk at 5pm on Thursday, 17<sup>th</sup> May 2018.

<b>CATHAOIRLEACH:</b>	Cllr. Tomás Sharkey
<b>BAILL I LATHAIR:</b>	Catherine Clair, Ciaran O'Donnell, Nick Killian, Oliver Tully, Maria Murphy, Sean Carey, Wayne Harding, Maeve Yore, Trevor Golden, Eimear Ferguson, Marianne Butler, Siobhan Greer, Bill Sweeney
<b>LEITHSCEIL:</b>	Peter Savage, Ashimedua Okonkwo, Jenny Darcy, Cormac Bohan, Damien O'Reilly, Sharon Tolan
<b>AR FREASTAIL:</b>	Ms. Fiona Kindlon, Director of Schools Mr. Brian Murphy, Director OSD Ms. Sadie Ward McDermott, Director of FET Ms. Anne Whyte, APO Finance Ms. Sinead Murphy, Buildings Officer, LMETB Ms. Sinead Barry, Staff Officer, Corporate Services Ms. Barbara Brennan, Staff Officer, Corporate Services

### Apologies/Condolences/Congratulations.

Apologies were noted from ETB Members Peter Savage, Ashimedua Okonkwo, Jenny Darcy, Cormac Bohan, Damien O'Reilly and Sharon Tolan.

Votes of sympathy were passed in the usual respectful manner.

### 1. Absence Approval

To be resolved to approve the absence of LMETB members Peter Savage, Ashimedua Okonkwo, Jenny Darcy, Cormac Bohan, Damien O'Reilly and Sharon Tolan

It was resolved **R. 01/05/2018** to approve the absence of LMETB members Peter Savage, Ashimedua Okonkwo, Jenny Darcy, Cormac Bohan, Damien O'Reilly and Sharon Tolan

**Proposed:** Cllr Wayne Harding

**Seconded:** Ciaran O'Donnell

<b>2. Minutes</b>
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**2.1 To be resolved:** to adopt the minutes of the previous LMETB bi monthly meeting dated 28<sup>th</sup> March 2018.

It was resolved **R. 02/05/2018** to adopt the minutes of the previous LMETB bi monthly meeting dated 28<sup>th</sup> March 2018.

**Proposed:** Cllr. Nick Killian

**Seconded:** Sean Carey

**2.2 Matters Arising.**

**None.**

**2.3** There was no In-Committee Business.

**2.4 Audit Committee Report**

**Noted.**

Bill Sweeney on behalf of the Audit Committee presented the report prepared by the Audit Committee to the Board. He highlighted three areas from the report that the Board needed to address as a matter of urgency:

- The Audit Committee note there is a shortfall in the number of internal audits being carried out by the IAU and acknowledge additional staff are being employed.
- Procurement issues are ongoing and these were noted at the last meeting of the Audit Committee.
- Of most significance is the staffing issue within LMETB which in the opinion of the Audit Committee is a huge threat to the ETB. The shortage of staff and the segregation of duties carried out by staff warrants immediate attention to ensure the efficient operation of the organisation. The audit committee recommend that the Chairperson write to DoES and make them aware of the situation.

<b>3. Finance</b>
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**3.1 Finance Update as at 31st March 2018.**

Ms. Anne Whyte, APO addressed members and provided the financial update to 31<sup>st</sup> March 2018.

Payments to 31st March, 2018 - €33,192,668

Receipts to 31st March, 2018 - €31,964,295

Resulting in a deficit @ 31st March, 2018 of €1,228,372. Funding to cover cash deficit was received in April, 2018.

To be resolved to approve the Finance Update as at 31<sup>st</sup> March 2018.

It was resolved **R. 03/05/2018** to approve the Finance Update as at 31<sup>st</sup> March 2018.

**Proposed:** Sean Carey

**Seconded:** Ciaran O'Donnell

The LMETB Balances report for schools/ PLC Colleges as at 31<sup>st</sup> March 2018 was presented. **Noted.**

The Working Paper as at 31/12/2017 was also presented to the Board **Noted.**

CE stated that there was a noticeable improvement in financial management by schools and this was reflected in the statements presented.

#### 4. Correspondence

##### a. Department of Education and Skills: Circulars

C/L ref	RE:
0014/2018	Application of measures in accordance with Public Service Stability Agreement 2018–2020 (Extension of Lansdowne Road Agreement) in respect of all Staff other than Teachers and SNAs employed by ETBs – Option to revert to Pre-Haddington Road Agreement (HRA)
0015/2018	Application of measures in accordance with Public Service Stability Agreement 2018–2020 (Extension of Lansdowne Road Agreement) in respect of all Staff employed by all Institutes of Technology and Dublin Institute of Technology – Option to revert to Pre-Haddington Road Agreement Working Hour
0016/2018	Re-engaging with the School Self-Evaluation (SSE) process in primary schools. Amendments to requirements of circular 0039/2016
0017/2018	Application of measures in accordance with Public Service Stability Agreement 2018–2020 (Extension of Lansdowne Road Agreement) in respect of Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme and Clerical Officers employed in Post Primary Schools under the 1978 Scheme and Clerical Officers and Caretakers employed in Dept approved posts in C. and C. Schools
0018/2018	Management of Safety & Health, including Fire Safety, in Primary and Post Primary schools
0019/2018	Scheme for the awarding of incremental credit in recognition of previous equivalent or relevant experience for Youthreach resource persons and Youthreach co-ordinators
0020/2018	Revision of Salaries In Respect of Certain Staff (Other Than Teachers And SNAs) Employed By ETBs With Effect From 01 April 2018



0021/2018	Gaeltacht School Recognition Scheme for Primary Schools and Special Schools in Gaeltacht Language-Planning Areas - Next Implementation Phase
0022/2018	Gaeltacht School Recognition Scheme for Post-Primary Schools In Gaeltacht Language-Planning Areas - Next Implementation Phase (April 2018 to End of 2018/19 School Year)
0023/2018	Revision of Salaries In Respect of Certain Staff With Effect From 01 April 2018 Further and Higher Education
0024/2018	Prescribed Material for the Leaving Certificate English Examination in 2020
0025/2018	Sick Leave Scheme for Teachers - changes to Critical Illness Provisions (CIP) from 31st March, 2018
0026/2018	Sick Leave Scheme for Special Needs Assistants - changes to Critical Illness Provisions (CIP) from 31st March, 2018
0027/2018 FAQ	Circular 0027/2018 - Frequently Asked Questions
0027/2018	Provision to allow for certain education and training sector staff to be retained in employment beyond their Compulsory Retirement Age of 65 years until they reach the age of eligibility for the Contributory State Pension
0028/2018	Prescribed Material for the Junior Certificate/Junior Cycle Examination in 2020 and Leaving Certificate Examination in 2020
0029/2018	Secondment Scheme for Registered Teachers in Recognised Primary and Post Primary Schools
0030/2018	Adjudication Process – Contracts of Indefinite Duration

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

b. Correspondence received from DES

Date	RE:
13/02/2018	Additional clarification re Budget 2018 under the Gaeltacht School Recognition Scheme
21/02/2018	Notification of WSE – St Oliver PP
28/02/2018	Acknowledgement of Service Plan
07/03/2018	Query to Dir OSD re ETB Staff By-Elections 2018 Survey
07/03/2018	To Dir OSD re recovering funding from Fraud
09/03/2018	Building Progress DeLacy College - advanced architectural planning.
13/03/2018	From DoES to Dir OSD re update on submission of 2016 AFS to C&AG
13/03/2018	From DoES to Finance Officer re request for completion of ETBs Annual Financial Accounts 2017 Fortnightly Progress Report
21/03/2018	SSSF 2017/18 Breakdown of funds lodged
03/04/2018	Notification of revised schedule 17/18 Chu Chulainn

c. Correspondence received from other sources



Date	RE:
12/02/2018	Manley Construction re Ratoath College
27/02/2018	From SOLAS re C/L 2018/02/001 CAPITATION RATES 2018
28/02/2018	From Bishop of Meath re religious instruction
08/03/2018	From CPR – BOM Minutes
14/03/2018	From Athboy Community School – BOM Minutes
15/03/2018	From ETBI - Payment of Invoice
20/03/2018	From Boyne Community School - BOM Minutes
20/03/2018	From Grant Thornton re Ratoath College/ Manley - Court approval for Scheme of Arrangement
22/03/2018	From Principal, DCC re Enrolment Concerns
22/03/2018	Letter of complaint re POR 2017
20/03/2018	Opperman Associates - Beaufort College Cert no 12055.19G
23/03/2018	Meath Partnership - Welcome AEO to Board of Directors
27/03/2018	Inspire - Notification of identity theft
23/04/2018	From John Halligan, TD Minister of State for Training, Skills, Innovation, Research and Development re CE request for review of Post Leaving Certificate (PLC) places
25/04/2018	From SOLAS to Dir. OSD in acknowledgement of 2015 Accounts
25/04/2018	From ESBS to Dir. OSD re Wave Migration Strategy
05/04/2018	From Michael Mullarkey IAU to Dir. OSD re forthcoming ICT audit
02/05/2018	From reconfiguration to CE re Schools Reconfiguration for Diversity Process - Selection of pilot areas and roll-out of survey of pre-school parents
09/05/2018	From Secretary to Beaufort BOM re Scoil Eanna

d. Correspondence sent

Date	RE:
28/02/2018	From Dir. OSD to DoES re LMETB's service plan for 2018 ratified Feb 2018
02/03/2018	From Dir. Schools to DES Inspectorate re CPD Day for LMETB School Leaders/SSE Co-ordinators
04/03/2018	From Dir. OSD to Chairperson LMETB, Chairperson Audit Committee re request from the C&AG for a small factual addition to the SIC to reflect the total value of the balances in PLC and the fact that this was the second version of the SIC for 2015 submitted by the LMETB
05/03/2018	From Finance Officer to C&AG re AFS for 2015 which has been updated as requested for presentation purposes.
07/03/2018	Response from CE office to DoES re ETB Staff By-Elections 2018 Survey

13/03/2018	From Dir. OSD to SMT re progress on 2017 AFS
13/03/2018	From Dir. OSD to DoES re copy of submission of 2016 AFS/ SIC to C&AG
13/03/2018	From Dir. OSD to DoES re of ETBs Annual Financial Accounts 2017 Fortnightly Progress Report
14/03/2018	From Dir. Schools to DES Governance re Query regarding Child Protection Oversight Report/BOM
14/03/2018	From Dir. OSD to CE re LMETB Risk register/ SIC for reporting to Audit Committee
14/03/2018	From Dir. OSD to Chair Audit Committee re additional change to SIC re fraud.
16/03/2018	From Dir. Schools to DES Teacher Allocation re Application for Curricular Concessions for LMETB for 2018/2019
29/03/2018	From Dir. OSD to C&AG re submission of annual financial statements and statement of internal control for the period 2017
29/03/2018	From Dir. OSD to DoES/SOLAS to advise re submission of annual financial statements and statement of internal control for the period 2017 to C&AG
05/04/2018	From Dir. OSD to IAU re Louth Meath ICT audit
06/04/2018	From Dir. Schools to CE, Jigsaw Meath re Colaiste Chu Chulainn/Lu Classroom Provision 1819
09/04/2018	From Dir. Schools to CE, Jigsaw Meath re DES/NCCA Review of RSE
09/04/2018	From Dir. Schools to Principal, Ardee CS re Jigsaw Meath Schools Project Co-ordinator
16/04/2018	From Dir. Schools to NCCA re Template Suspension Letter for Immediate Implementation
16/04/2018	From Finance Section to DoES re Pension Levy paid
17/04/2018	From Dir. Schools to Chair, PA, SN Bhrighde re Translations of Documents and Policies into Irish
17/04/2018	From Dir. Schools to Chair, PA, SN Bhrighde re Response re request for LMETB to act as Patron
19/04/2018	From Dir. Schools to B. Power, DES re Query re: Reconfiguration for Diversity Process
19/04/2018	From Dir. Schools to ETBI HR
23/04/2018	From Dir. Schools to Maynooth University re Places for the PGD in School Guidance Counselling
23/04/2018	From Dir. OSD to C&AG re Annual review of controls content query by DD (2016 accounts)
23/04/2018	From Dir. OSD to DoES/SOLAS re copy of certified accounts for LMETB for 2015
23/04/2018	From Dir. OSD to DoES to request review of codes
24/04/2018	From Dir. FET to DCYA S. Shannon re Notification of stakeholder engagement meeting's Youth organisations and VFMPR programme
24/04/2018	From Dir. Schools to DES Inspectorate re Planning for SSE & LAOS CPD Day 270418
24/04/2018	From Dir. OSD to Chair LMETB, Chair Audit Committee, Chair Finance Committee, SMT re certified accounts 2015.
24/04/2018	From Finance Section to DoES re Staff Summary return Q1 2018
25/04/2018	From Di. FET to QQI A. Wafer re All QA Policies for review by QQI
25/04/2018	From Dir. FET to SOLAS A Brownlee re Notification of Strategic Dialogue meeting



26/04/2018	From Dir. FET to SOLAS J Sinnott re Notification of national review of VTOS and SST ongoing
27/04/2018	From Dir. Schools to Joan Russell re, ETBI re Patronage Competition Training
30/04/2018	From Dir. FET to Michael Keogh Assistant Sec DES Via CE Collection and reporting of ESF Performance indicators
01/05/2018	From Dir. FET to QQI P. Walsh re Application for Approval of policies
01/05/2018	From APO Corporate Services to DoES re Start of Year ICT form for 2018 for LMETB.
02/05/2018	From Dir. OSD to DoES in response to query re Schools Reconfiguration for Diversity Process - Selection of pilot areas and roll-out of survey of pre-school parents
02/05/2018	From Dir. FET to NCGE J McKenzie re Notification of review of Tools used
08/05/2018	From Dir. FET to QQI :S Boudet re Acknowledging corr forward re Request for Approval of QA
08/05/2018	From Dir. OSD to Martin O'Brien DoES re LMETB - Note for SG re C&AG audited ETB accounts for 2015

e. Correspondence sent following Bi Monthly Meeting (28/03/2018)

Date	RE:
03/04/2018	From Buildings Officer to Secretary BOM Beaufort re Gaelscoil Eanna
	From Dir. Schools to Principal Ratoath College re ratification of BOM minutes 24/01/2018
04/04/2018	
	From Dir. Schools to Principal Scoil Ui Mhuiri re ratification of BOM minutes 26/10/2017
04/04/2018	
	From Dir. Schools to Principal Colaiste Clavin re ratification of BOM minutes 18/12/2017
04/04/2018	
	From Dir. Schools to Principal St Olivers CC re ratification of BOM minutes 26/10/2018
04/04/2018	
	From Dir. Schools to Principal Colaiste de Lacy re ratification of BOM minutes 28/11/2018
04/04/2018	
	From Dir. Schools to Principal O'Carolan College re ratification of BOM minutes 13/12/2017
04/04/2018	
	From Dir. Schools to Principal Bush PP re ratification of BOM minutes 01/02/2018
04/04/2018	
12/04/2018	From Office of CE to IPB re LMETB Nominee - IPB Insurance
13/04/2018	From Dir. Schools to Principals re Proposed Contributions discussed at Board Meeting
02/05/2018	From CE to Principals re Procurement of school uniforms
09/05/2018	From Dir. Schools to Principals re Volunteer Opportunities at Fleadh Cheoil na hÉireann, Drogheda 2018



10/05/2018	From Dir. Schools to Principals/SMT re Collection & Shredding of Financial Reports after Board of Management Meetings
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## 5. Committees and Reports

### 5.1 Further Education Report

Further Education report was provided by Ms. Sadie Ward McDermott for the Board's information.

**Noted.**

#### **5.1.1 Board of Management Minutes (For Resolution/ Noting where appropriate):**

To be resolved to approve the minutes of the Board of Management of Drogheda Institute of Further Education (DIFE) meeting of 15<sup>th</sup> March 2018.

It was resolved **R. 04/05/2018** to approve the minutes of the Board of Management of Drogheda Institute of Further Education (DIFE) meeting of 15<sup>th</sup> March 2018.

**Proposed:** Cllr. Oliver Tully

**Seconded:** Sean Carey

Minutes of initial meeting to set up Youthreach BOM on 15<sup>th</sup> September 2017 **Noted.**

Minutes of 2nd meeting to set up Youthreach BOM on 30<sup>th</sup> January 2018 which occurred in preparation for the first official Board of Management meeting. **Noted.**

The CE informed the Board that the minutes of first meeting of the Youthreach Board of Management would be presented to the Board at a future meeting for resolution.

#### **5.1.2 Policies**

It was resolved **R. 05/05/2018** to approve the First Aid Policy of Drogheda Institute of Further Education (DIFE).

**Proposed:** Cllr. Maria Murphy

**Seconded:** Cllr. Oliver Tully

It was resolved **R. 06/05/2018** to approve the AED Automatic External Defibrillators Policy of Drogheda Institute of Further Education (DIFE).

**Proposed:** Sean Carey

**Seconded:** Cllr. Nick Killian

It was resolved **R. 07/05/2018** to approve the Funded and non-funded Youth projects policy for Youthreach.

**Proposed:** Cllr. Trevor Golden **Seconded:** Catherine Clair

It was resolved **R. 08/05/2018** to approve the Local Youth club grants policy for Further Education.

**Proposed:** Bill Sweeney **Seconded:** Sean Carey

It was resolved **R. 09/05/2018** to approve the Terms of Reference for Youthreach Board of Management.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Maria Murphy

*Child Safeguarding Statements & Risk Assessment statements for Youthreach Centres:*

It was resolved **R. 10/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Drogheda Youthreach.

**Proposed:** Cllr. Nick Killian **Seconded:** Cllr. Wayne Harding

It was resolved **R. 11/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Youthreach Dundalk.

**Proposed:** Cllr. Nick Killian **Seconded:** Cllr. Wayne Harding

It was resolved **R. 12/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Youthreach Ashbourne.

**Proposed:** Cllr. Nick Killian **Seconded:** Cllr. Wayne Harding

It was resolved **R. 13/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Youthreach Foundation.

**Proposed:** Cllr. Nick Killian **Seconded:** Cllr. Wayne Harding

It was resolved **R. 14/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Youthreach Kells.

**Proposed:** Cllr. Nick Killian **Seconded:** Cllr. Wayne Harding

It was resolved **R. 15/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Youthreach Bettystown.

**Proposed:** Cllr. Nick Killian **Seconded:** Cllr. Wayne Harding

It was resolved **R. 16/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Youthreach Trim.

**Proposed:** Cllr. Nick Killian      **Seconded:** Cllr. Wayne Harding

It was resolved **R. 17/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Youthreach Ardee.

**Proposed:** Cllr. Nick Killian      **Seconded:** Cllr. Wayne Harding

It was resolved **R. 18/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Youthreach Progression.

**Proposed:** Cllr. Nick Killian      **Seconded:** Cllr. Wayne Harding

## **5.2 Second Level Education Report (Noting)**

The Second Level Education report was provided by Ms. Fiona Kindlon for the Board's information.

**Noted.**

### **5.2.1 Board of Management Minutes (For Resolution/ Noting where appropriate):**

The Board of Management minutes of St. Peter's College, Dunboyne of 6 November 2017 **noted.**

The Board of Management minutes of St. Peter's College, Dunboyne of 27 November 2017 **noted.**

The Board of Management minutes of St. Peter's College, Dunboyne of 22 January 2018 **noted.**

The Board of Management minutes of St. Peter's College, Dunboyne of 5<sup>th</sup> March 2018 **noted.**

The Board of Management minutes of Colaiste de Lacy of 6 February 2018 **noted.**

The Board of Management minutes of Colaiste de Lacy of 8 March 2018 **noted.**

The Board of Management minutes of Ratoath College of 6 February 2018 **noted.**

The Board of Management minutes of Ratoath College of 7 March 2018 **noted.**

The Board of Management minutes of Ratoath College of 22 March 2018 **noted.**

It was resolved **R. 19/05/2018** to approve the Board of Management minutes of Scoil Ui Mhuiri of 23 January 2018

**Proposed:** Cllr. Oliver Tully      **Seconded:** Ciaran O'Donnell



The Board of Management minutes of O' Fiaich College of 8 February 2018 **noted.**

It was resolved **R. 20/05/2018** to approve the Board of Management minutes of Colaiste na hInse of 27 September 2017

**Proposed:** Cllr. Wayne Harding **Seconded:** Ciaran O'Donnell

It was resolved **R. 21/05/2018** to approve the Board of Management minutes of Colaiste na hInse of 3 October 2017

**Proposed:** Cllr. Wayne Harding **Seconded:** Ciaran O'Donnell

The Board of Management minutes of Colaiste na hInse of 27 October 2017 **noted.**

It was resolved **R. 21/05/2018** to approve the Board of Management minutes of Colaiste na hInse of 8 November 2017.

**Proposed:** Cllr. Wayne Harding **Seconded:** Ciaran O'Donnell

It was resolved **R. 22/05/2018** to approve the Board of Management minutes of Colaiste na hInse of 20 November 2017.

**Proposed:** Cllr. Wayne Harding **Seconded:** Ciaran O'Donnell

The Board of Management minutes of Colaiste na hInse of 9 January 2018 **noted.**

It was resolved **R. 23/05/2018** to approve the Board of Management minutes of Colaiste na hInse of 29 January 2018.

**Proposed:** Cllr. Wayne Harding **Seconded:** Ciaran O'Donnell

The Board of Management minutes of Colaiste na hInse of 8 February 2018 **noted.**

The Board of Management minutes of Colaiste na hInse of 6 March 2018 **noted.**

The Board of Management minutes of St. Oliver's Oldcastle of 18 January 2018 **noted.**

The Board of Management minutes of St. Oliver's Oldcastle of 5 March 2018 **noted.**

The Board of Management minutes of St. Oliver's Community College of 12 March 2018 **noted.**

The Board of Management minutes of Colaiste Chu Chulainn & Colaiste Lu of 17 November 2016 **noted.**

The Board of Management minutes of Colaiste Chu Chulainn & Colaiste Lu of 28 February 2017  
**noted.**

The Board of Management minutes of Colaiste Chu Chulainn & Colaiste Lu of 4 April 2017  
**noted.**

The Board of Management minutes of Colaiste Chu Chulainn & Colaiste Lu of 8 June 2017  
**noted.**

The Board of Management minutes of Colaiste Chu Chulainn & Colaiste Lu of 26 October 2017  
**noted.**

The Board of Management minutes of Colaiste Chu Chulainn & Colaiste Lu of 5 December 2017  
**noted.**

The Board of Management minutes of Colaiste Chu Chulainn & Colaiste Lu of 6 February 2018  
**noted.**

The Board of Management minutes of Colaiste Clavin of 5 March 2018  
**noted.**

The Board of Management minutes of O' Carolan College of 15 March 2018  
**noted.**

The Board of Management minutes of Dunshaughlin CC of 5 February 2018  
**noted.**

### **5.2.2 BOM Memberships (For Resolution)**

#### *St. Peter's College, Dunboyne*

To be resolved to approve the replacement of Rev. Janice Aiken with Rev Eugene Griffin as a representative for minority religion on the Board of Management of St. Peter's College, Dunboyne

It was resolved **R. 24/05/2018** to approve the replacement of Rev. Janice Aiken with Rev Eugene Griffin as a representative for minority religion on the Board of Management of St. Peter's College, Dunboyne

**Proposed:** Cllr Maria Murphy    **Seconded:** Catherine Clair

#### *St. Oliver Post Primary School, Oldcastle*

To be resolved to nominate an LMETB nominee to replace Mr. Bryan Reilly on the Board of Management of St. Oliver Post Primary School, Oldcastle

It was resolved **R. 24/05/2018** to nominate **Mr. Bill Sweeney** to replace Mr. Bryan Reilly on the Board of Management of St. Oliver Post Primary School, Oldcastle

**Proposed:** Cllr Nick Killian    **Seconded:** Cllr. Eimear Ferguson

*Ardee Community School*

To be resolved to nominate **three nominees** (one of these nominated by the CE) for the new Board of Management of Ardee Community School which will take effect from 1 August 2018.

It was resolved **R. 25/05/2018** to nominate **Mr. Colm Markey** to the Board of Management of Ardee Community School which will take effect from 1 August 2018.

**Proposed:** Cllr Oliver Tully      **Seconded:** Cllr. Nick Killian

It was resolved **R. 26/05/2018** to nominate **Ms. Dolores Minogue** to the Board of Management of Ardee Community School which will take effect from 1 August 2018.

**Proposed:** Cllr Oliver Tully      **Seconded:** Cllr. Nick Killian

It was resolved **R. 26/05/2018** to nominate **Cllr. Oliver Tully as nominated by the CE** to the Board of Management of Ardee Community School which will take effect from 1 August 2018.

**Proposed:** Cllr Tomás Sharkey      **Seconded:** Cllr. Marianne Butler

**School Based Policies (For Resolution)**

To be resolved to approve the Anti-Bullying Policy of St. Peter's College, Dunboyne.

It was resolved **R. 27/05/2018** to approve the Anti Bullying Policy of St. Peter's College, Dunboyne.

**Proposed:** Cllr. Eimear Ferguson      **Seconded:** Cllr. Maria Murphy

**Child Safeguarding Statements & Risk Assessment (For Resolution)**

To be resolved to approve the Child Safeguarding Statements & Risk Assessment for Ratoath College.

It was resolved **R. 28/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Ratoath College.

**Proposed:** Sean Carey      **Seconded:** Siobhan Greer



To be resolved to approve the Child Safeguarding Statements & Risk Assessment for Colaiste na hInse.

It was resolved **R. 29/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Colaiste na hInse.

**Proposed:** Sean Carey    **Seconded:** Siobhan Greer

To be resolved to approve the Child Safeguarding Statements & Risk Assessment for St Peters College Dunboyne.

It was resolved **R. 30/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for St Peters College Dunboyne.

**Proposed:** Sean Carey    **Seconded:** Siobhan Greer

To be resolved to approve the Child Safeguarding Statements & Risk Assessment for St Oliver's Community College.

It was resolved **R. 31/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for St Oliver's Community College.

**Proposed:** Sean Carey    **Seconded:** Siobhan Greer

To be resolved to approve the Child Safeguarding Statements & Risk Assessment for Colaiste de Lacy

It was resolved **R. 32/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Colaiste de Lacy.

**Proposed:** Sean Carey    **Seconded:** Siobhan Greer

To be resolved to approve the Child Safeguarding Statements & Risk Assessment for St Peter's College, Dunboyne.

It was resolved **R. 33/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for St Peter's College, Dunboyne.

**Proposed:** Sean Carey    **Seconded:** Siobhan Greer

To be resolved to approve the Child Safeguarding Statements & Risk Assessment for St Olivers PP Oldcastle.

It was resolved **R. 34/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for St Olivers PP Oldcastle.

**Proposed:** Sean Carey **Seconded:** Siobhan Greer

To be resolved to approve the Child Safeguarding Statements & Risk Assessment for O'Carolan College, Nobber.

It was resolved **R. 35/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for O'Carolan College, Nobber.

**Proposed:** Sean Carey **Seconded:** Siobhan Greer

To be resolved to approve the Child Safeguarding Statements & Risk Assessment for Colaiste Clavin.

It was resolved **R. 36/05/2018** to approve the Child Safeguarding Statements & Risk Assessment for Colaiste Clavin.

**Proposed:** Sean Carey **Seconded:** Siobhan Greer

#### **6.6 Proposed Contributions from Parents/Guardians for 2018/2019**

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

To be resolved the proposed amount of €450 for Transition Year Parent/ Guardian Contribution for Bush Post Primary School.

It was resolved **R. 37/05/2018** to approve the proposed amount of €450 for Transition Year Parent/ Guardian Contribution for Bush Post Primary School.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €140 for 2<sup>nd</sup> Year Parent/ Guardian Contribution for Ratoath College.

It was resolved **R. 38/05/2018** to approve the proposed amount of €140 for 2<sup>nd</sup> Year Parent/ Guardian Contribution for Ratoath College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €200 for 3<sup>rd</sup> Year Parent/ Guardian Contribution for Ratoath College.

It was resolved **R. 39/05/2018** to approve the proposed amount of €200 for 3<sup>rd</sup> Year Parent/ Guardian Contribution for Ratoath College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €450 for TY Parent/ Guardian Contribution for Ratoath College.

It was resolved **R. 40/05/2018** to approve the proposed amount of €450 for TY Parent/ Guardian Contribution for Ratoath College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €200 for 5<sup>th</sup> Year Parent/ Guardian Contribution for Ratoath College.

It was resolved **R. 41/05/2018** to approve the proposed amount of €200 for 5<sup>th</sup> Year Parent/ Guardian Contribution for Ratoath College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €275 for 6<sup>th</sup> Year Parent/ Guardian Contribution for Ratoath College.

It was resolved **R. 42/05/2018** to approve the proposed amount of €275 for 6<sup>th</sup> Year Parent/ Guardian Contribution for Ratoath College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €90 for LCA Year Parent/ Guardian Contribution for Ratoath College.

It was resolved **R. 43/05/2018** to approve the proposed amount of €90 for LCA Year Parent/ Guardian Contribution for Ratoath College.



**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €120 for 1<sup>st</sup> – 6<sup>th</sup> Year except TY Parent/ Guardian Contribution for Scoil Ui Mhuiri.

It was resolved **R. 44/05/2018** to approve the proposed amount of €120 for 1<sup>st</sup> – 6<sup>th</sup> Year except TY Parent/ Guardian Contribution for Scoil Ui Mhuiri.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €450 for TY Parent/ Guardian Contribution for Scoil Ui Mhuiri.

It was resolved **R. 45/05/2018** to approve the proposed amount of €450 for TY Parent/ Guardian Contribution for Scoil Ui Mhuiri.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €340 for 1<sup>st</sup> Year Parent/ Guardian Contribution St. Peter's College.

It was resolved **R. 46/05/2018** to approve the proposed amount of €340 for 1<sup>st</sup> Year Parent/ Guardian Contribution St. Peter's College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €185 for 2<sup>nd</sup> Year Parent/ Guardian Contribution St. Peter's College.

It was resolved **R. 47/05/2018** to approve the proposed amount of €185 for 2<sup>nd</sup> Year Parent/ Guardian Contribution St. Peter's College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €140 for 3<sup>rd</sup> Year Parent/ Guardian Contribution St. Peter's College.

It was resolved **R. 48/05/2018** to approve the proposed amount of €140 for 3<sup>rd</sup> Year Parent/ Guardian Contribution St. Peter's College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €370 for TY Parent/ Guardian Contribution St. Peter's College.

It was resolved **R. 49/05/2018** to approve the proposed amount of €370 for TY Parent/ Guardian Contribution St. Peter's College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €300 for 5<sup>th</sup> Year Parent/ Guardian Contribution St. Peter's College.

It was resolved **R. 50/05/2018** to approve the proposed amount of €300 for 5<sup>th</sup> Year Parent/ Guardian Contribution St. Peter's College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €120 for 5 LCA Parent/ Guardian Contribution St. Peter's College.

It was resolved **R. 51/05/2018** to approve the proposed amount of €120 for 5 LCA Parent/ Guardian Contribution St. Peter's College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €220 for 6<sup>th</sup> Year Parent/ Guardian Contribution St. Peter's College.

It was resolved **R. 52/05/2018** to approve the proposed amount of €220 for 6<sup>th</sup> Year Parent/ Guardian Contribution St. Peter's College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €120 for 6 LCA Parent/ Guardian Contribution St. Peter's College.

It was resolved **R. 53/05/2018** to approve the proposed amount of €120 for 6 LCA Parent/ Guardian Contribution St. Peter's College.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €250 for 1<sup>st</sup> – 6<sup>th</sup> Year excluding TY Parent/ Guardian Contribution in Dunshaughlin CC.

It was resolved **R. 54/05/2018** to approve the proposed amount of €250 for 1<sup>st</sup> – 6<sup>th</sup> Year excluding TY Parent/ Guardian Contribution in Dunshaughlin CC.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

To be resolved the proposed amount of €350 for TY Parent/ Guardian Contribution in Dunshaughlin CC.

It was resolved **R. 55/05/2018** to approve the proposed amount of €350 for TY Parent/ Guardian Contribution in Dunshaughlin CC.

**Proposed:** Bill Sweeney **Seconded:** Cllr. Marianne Butler

### **5.3 Risk Management Report**

The Risk Management Report was prepared by Ms. Sinead Barry, H&S Representative and provided to all members of the Board for review

Noted.

## **6. Leases (For Resolution)**

To be resolved to approve the proposed lease/short term agreement – Ash Walk Ardee Co. Louth

It was resolved **R. 56/05/2018** to approve the proposed lease/short term agreement – Ash Walk Ardee Co. Louth

**Proposed:** Ciaran O'Donnell **Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed lease/short term agreement – The Scout Den, Ratoath

It was resolved **R. 57/05/2018** to approve the proposed lease/short term agreement – The Scout Den, Ratoath

**Proposed:** Cllr. Nick Killian **Seconded:** Ciaran O'Donnell

To be resolved to approve the proposed lease – Dunboyne Community centre.

It was resolved **R. 58/05/2018** to approve the proposed lease – Dunboyne Community centre.

**Proposed:** Sean Carey **Seconded:** Ciaran O'Donnell



To be resolved to approve the proposed lease/short term agreement – The Barbican Centre, Drogheda

It was resolved **R. 59/05/2018** to approve the proposed lease/short term agreement – The Barbican Centre, Drogheda

**Proposed:** Cllr Marianne Butler      **Seconded:** Cllr Oliver Tully

To be resolved to approve the proposed lease/short term agreement – The Hair Shoppe

It was resolved **R. 60/05/2018** to approve the proposed lease/short term agreement – The Hair Shoppe

**Proposed:** Sean Carey      **Seconded:** Cllr Marianne Butler

To be resolved to approve the proposed lease/short term agreement – Gilson School, Oldcastle

It was resolved **R. 61/05/2018** to approve the proposed lease/short term agreement – Gilson School, Oldcastle

**Proposed:** Cllr Marianne Butler      **Seconded:** Cllr. Nick Killian

To be resolved to approve the proposed lease/short term agreement – Donaghmore Ashbourne GAA Centre.

It was resolved **R. 62/05/2018** to approve the proposed lease/short term agreement – Donaghmore Ashbourne GAA Centre.

**Proposed:** Cllr. Nick Killian      **Seconded:** Cllr. Marianne Butler

To be resolved to approve the proposed lease/short term agreement – 140/140A Ashbourne Industrial Estate – Youthreach Ashbourne

It was resolved **R. 63/05/2018** to approve the proposed lease/short term agreement – 140/140A Ashbourne Industrial Estate – Youthreach Ashbourne

**Proposed:** Sean Carey      **Seconded:** Ciaran O'Donnell

To be resolved to approve the proposed lease/short term agreement – Navan Tennis Club for Ard Rí

It was resolved **R. 64/05/2018** to approve the proposed lease/short term agreement – Navan Tennis Club for Ard Rí

**Proposed:** Cllr. Marianne Butler **Seconded:** Cllr. Eimear Ferguson

To be resolved to approve the proposed lease/short term agreement – St. Mary's GFC, Ardee – Ardee Youthreach

It was resolved **R. 65/05/2018** to approve the proposed lease/short term agreement – St. Mary's GFC, Ardee – Ardee Youthreach

**Proposed:** Cllr. Marianne Butler **Seconded:** Cllr. Oliver Tully

To be resolved to approve the proposed lease/short term agreement – Unit 2 Dunboyne Business Park

It was resolved **R. 66/05/2018** to approve the proposed lease/short term agreement – Unit 2 Dunboyne Business Park

**Proposed:** Cllr. Nick Killian **Seconded:** Cllr. Eimear Ferguson

To be resolved to approve the proposed lease/short term agreement – Unit 14 Dunboyne Industrial Estate

It was resolved **R. 67/05/2018** to approve proposed lease/short term agreement – Unit 14 Dunboyne Industrial Estate

**Proposed:** Sean Carey **Seconded:** Ciaran O'Donnell

To be resolved to approve the proposed lease/short term agreement – Units 14 – 18 & 20 Dunboyne Business Park

It was resolved **R. 69/05/2018** to approve the proposed lease/short term agreement – Units 14 – 18 & 20 Dunboyne Business Park

**Proposed:** Cllr. Marianne Butler **Seconded:** Cllr. Trevor Golden

To be resolved to approve the proposed leases/short term agreements –Dunboyne Business Park

It was resolved **R. 70/05/2018** to approve the proposed leases/short term agreements – Dunboyne Business Park

**Proposed:** Sean Carey **Seconded:** Cllr. Trevor Golden

To be resolved to approve the proposed lease/short term agreement – Magnet Training Centre/Ogra Dun Dealgan, Dundalk



It was resolved **R. 71/05/2018** to approve the proposed lease/short term agreement – Magnet Training Centre/Ogra Dun Dealgan, Dundalk

**Proposed:** Cllr. Marianne Butler **Seconded:** Siobhan Greer

## **7. Policies (All for Resolution)**

The resolution of the Board was required for the adoption of the following policies by LMETB:

7.1 It was proposed to resolve the **Revised use of facilities policy** for LMETB

It was resolved **R. 72/05/2018** to approve the Revised use of facilities policy for LMETB

**Proposed:** Ciaran O'Donnell **Seconded:** Cllr. Maria Murphy

7.2 The Corporate Procurement Plan for LMETB was noted by the Board.

7.3 It was proposed to resolve the **Policy statement on disclosure of interests by members** for LMETB

It was resolved **R. 73/05/2018** to approve the **Policy statement on disclosure of interests by members** for LMETB

**Proposed:** Sean Carey **Seconded:** Cllr. Maria Murphy

7.4 It was proposed to resolve the Policy statement on disclosure of interests by staff for LMETB

It was resolved **R. 74/05/2018** to approve the **Policy statement on disclosure of interests by staff** for LMETB

**Proposed:** Cllr. Eimear Ferguson **Seconded:** Cllr. Maria Murphy

7.5 It was proposed to resolve the Code of conduct staff members for LMETB

It was resolved **R. 75/05/2018** to approve the **Policy statement on disclosure of interests by staff** for LMETB

**Proposed:** Cllr. Nick Killian **Seconded:** Bill Sweeney



7.6 It was proposed to resolve the Code of conduct board members for LMETB  
It was resolved **R. 76/05/2018** to approve the Code of conduct board members for LMETB

**Proposed:** Cllr. Oliver Tully **Seconded:** Sean Carey

7.7 It was proposed to resolve the Fraud policy draft for approval (pending national policy to issue from ETBI) for LMETB.

It was resolved **R. 77/05/2018** to approve the Fraud policy draft for approval (pending national policy to issue from ETBI) for LMETB.

**Proposed:** Cllr. Marianne Butler **Seconded:** Bill Sweeney

7.8 It was proposed to resolve the Draft Data Protection Privacy Notices and Policy for LMETB

It was resolved **R. 78/05/2018** to approve the Draft Data Protection Privacy Notices and Policy for LMETB

**Proposed:** Cllr. Marianne Butler **Seconded:** Bill Sweeney

7.9 It was proposed to resolve the Draft Data Protection Breach Protocol for LMETB

It was resolved **R. 79/05/2018** to approve the Draft Data Protection Breach Protocol for LMETB

**Proposed:** Cllr. Marianne Butler **Seconded:** Cllr. Eimear Ferguson

7.10 It was proposed to resolve the Draft CCTV Privacy Notice and Policy for LMETB

It was resolved **R. 80/05/2018** to approve Draft CCTV Privacy Notice and Policy for LMETB

**Proposed:** Siobhan Greer **Seconded:** Sean Carey

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

	School	Project	Stage
1.	Abbey Road HQ, Navan	Electrical Upgrade	Drawings commenced
2.	Abbey Road HQ, Navan	Upgrade Works to Carpark	Draft plans received
3.	Ard Rí Community National School	Temporary classrooms	LMETB successful in appeal to An Bord Pleanála. Commencement notice to be lodged.
4.	Ard Rí Community National School	Permanent Site	Department requested LMETB to negotiate with landowner.
5.	Ardee Community School	Major Devolved Extension	Progressing well. Expected completion Summer 2018
6.	Ardee Youthreach	Premises identified	Consultant appointed to redesign proposed unit and advise estimated costs.

7.	Beaufort College, Navan	Major Extension	Work to existing building complete. Snags ongoing.
8.	Beaufort College, Navan	Furniture & Equipment	Ongoing
9.	Bush Post Primary School	Major Devolved Extension	Stage 2a report received for onward forwarding to DoES. Next steps meeting with DoES in Tullamore.
10.	Bush Post Primary School	Temporary Accommodation	Ongoing rental
11.	Centre for European Schooling	Refurbishment of Parish Hall	Consultant tender received. On hold subject to funding being sought
12.	Chapel Street HQ, Dundalk	Modifications to Entrance for Security purposes	Awaiting design options
13.	Coláiste Chu Chulainn, Dundalk	New 1,000 pupil school	Louth Co. Co client. High court decision re ESB substation in favour of Council.
14.	Coláiste Clavin St. Fintina's P.P. Longwood	New 500 pupil school	Final account and snagging ongoing
15.	Coláiste de Lacy, Ashbourne	Phase II - new building for 650 students	Project Management company overseeing project. NZEB fees being agreed.
16.	Coláiste de Lacy, Ashbourne	Phase I – Furniture & Equipment / Campus	Campus management agreement to be put in place. 3 schools meeting next week.
17.	Coláiste na hInse, Laytown	Pitch	Awaiting Department approval to use land.
18.	Coláiste na Mí, Navan	Phase II for 650 students	Fire Cert and Disability Access Certificate to be lodged imminently. Road traffic design to be finalised.
19.	Coláiste na Mí, Navan	Emergency Works Sion House	Final account stage
20.	Coláiste na Mí, Navan	Temporary Accommodation	Ongoing rental
21.	Coláiste Pobail Rath Chairn	Summer Works – Toilet refurbishment	Tender documents uploaded on etenders with return date of 18 <sup>th</sup> May.
22.	Drogheda Institute of Further Education	Compulsory Purchase Order	School requested wall to be constructed. Council agreed wall in lieu of any payment. Awaiting approval from Department
23.	Drogheda Institute of Further Education	Changing Rooms	Request for Tender for Consultants with returns expected shortly.
24.	Dunboyne College of Further Education	Temporary Prefabs	Tender documents for phase 3 commenced for connection of equipment for kitchen and science lab.
25.	Dunboyne College of Further Education	Permanent Site	DoES Site Acquisition section to commence site searching.
26.	Dunboyne College of Further Education	New Premises to Lease	Awaiting approval from SOLAS to lease premises.



27.	Dunboyne College of Further Education & Ashbourne Youthreach	Fire Safety Audit	Awaiting date from Consultant for visit.
28.	Dunboyne College of Further Education	Planning Permission for all rented units	New competition for Tender for Consultant to apply for Statutory Approvals.
29.	Dunshaughlin Community College	Canteen upgrades and fire door remedial works.	Fire Officer recommendations in hand
30.	Further Education, King Street, Drogheda	Boiler/heating replacement	Tenders returned for Consultant to oversee works. Funding requested to SOLAS FARR 2018 application. Site visit with SOLAS Friday 11 <sup>th</sup> May.
31.	LMETB Head Office	New Head Quarter building	Updated cost plan with DoES. Awaiting approval to proceed to tender.
32.	O'Carolan College, Nobber	New 550 pupil school	Planning permission expected to be lodged by end of month.
33.	O'Carolan College, Nobber	Prefabs	Complete – ongoing rental
34.	O'Fiaich College of Further Education	Emergency Works Roofing Repairs	Work will commence during the summer.
35.	O'Fiaich College of Further Education	Fire Stopping Application	Awaiting Department approval.
36.	O'Fiaich College of Further Education	Prefabs decanting from old Longwood school to O'Fiaich	Tender documents expected for uploading on etenders.
37.	Percent for Art	Percent for Art in 9 schools	Varying stages
38.	Ratoath College	Major Extension Retender of QS	Scope of Work document expected to be complete June. Retender of QS ongoing.
39.	Ratoath College	Prefabs	Approval received for 2 x 49m2 unit. Consultant appointed.
40.	Ratoath College	Summer Works – Roof repairs	Ongoing
41.	RSTC	Emergency Works Extraction System	Consultant appointed to oversee project. Funding to be sought through SOLAS FARR 2018 application. Tender documents ready for uploading to etenders once approval received. Site visit 11 <sup>th</sup> May
42.	Scoil Ui Mhuirí, Dunleer	Major Extension	Work has halted onsite due to contractor cash flow issues. Meetings held and awaiting update
43.	Scoil Ui Mhuirí, Dunleer	Removal of Prefabs	Application to be made to Department for funding
44.	Scoil Ui Mhuirí, Dunleer	Technology Benches	Installation of benches complete.
45.	St. Fintina's Longwood	Old school	Valuations received. Meeting to be set up with parish priest.
46.	St. Oliver Oldcastle	New Special Needs Unit	Complete. Snagging and final account



47.	St. Oliver Oldcastle	External Play area and courts	Department approval received. Consultant to be appointed.
48.	St. Peter's College, Dunboyne	Major Extension	Project complete – final paperwork to be lodged to Council.
49.	St. Peter's College, Dunboyne	Major Extension – Furniture & Equipment	Ongoing
50.	St. Peter's College, Dunboyne	Summer Works – Roof repairs	Ongoing
51.	Trim Education Together National School	Refurbishment of former convent Patricks Street	On hold pending instruction from Department as scope may change.
52.	Youthreach Navan	Fire compliance upgrades	Further works complete. Awaiting consultant paperwork to lodge to Council.
53.	Youthreach Laytown/Bettystown	Application for Retention Planning Permission for Temporary Building	Consultant appointed.
54.	All premises	Roof Maintenance Contract	Tender for Roof Maintenance Contract for all schools and centres to be advertised
55.	All premises	Life Safety Maintenance Contract	Life Safety Maintenance Contract for all schools and centres (fire alarm, gas detection, emergency lighting etc) to be procured centrally

It was resolved **R. 81/05/2018** to resolve the Land and Buildings report as presented by Ms. Sinead Murphy.

**Proposed:** Sean Carey **Seconded:** Siobhan Greer

#### 8.1 'Approval to develop land at Scoil Éanna'. (For Resolution)

Following consultation with the BOM of Beaufort College as per LMETB Board meeting March 2018 it was resolved **R. 82/05/2018** to support Gaelscoil Eanna in requesting approval from DoES to develop land for their sport facilities.

**Proposed:** Catherine Clair **Seconded:** Maria Murphy

Cllr. Trevor Golden formally requested that the CE write to the Minister for Education and Skills to invite him to perform the official opening of Colaiste Clavin.

It was therefore resolved **R. 83/05/2018** that the CE write to the Minister for Education and Skills to request him to officially open Colaiste Clavin.

**Proposed:** Cllr Trevor Golden **Seconded:** Bill Sweeney

#### 9. Section 29 Appeal (For Resolution)

## **No Business**

### **10. School accommodation demand**

Discussion deferred to a future meeting.

### **11. Board Insurance Register**

**Noted**

### **12 Any Other Business**

#### **12.1 Additional Board Meeting – 21<sup>st</sup> June 2018, Chapel Street, Dundalk (For resolution)**

To facilitate statutory requirement of approval of annual report and chairperson's statement by the Board for submission by the 30th of June.

It was resolved **R. 84/05/2018** to convene a meeting of LMETB on 21<sup>st</sup> June 2018, Chapel Street, Dundalk in order To facilitate statutory requirement of approval of annual report and chairperson's statement by the Board for submission by the 30th of June.

**Proposed:** Cllr Marianne Butler **Seconded:** Cllr Trevor Golden

CE informed the Board that Archbishop Eamon Martin, Diocese of Armagh withdrew as Patron from Scoil Naisunta Bhrighde, Faughart, Dundalk, Co Louth in March. The ETB were notified of this decision and agreed to meet with the parent body to discuss reopening the school under LMETB patronage. Following this the parent body requested LMETB to perform the functions of patron and CE had agreed to same. The procedure is that under the Education Act, 1998 S8(3) the Bishop (existing patron) must write to the Minister and request a transfer of this patronage from the Diocese. To-date Archbishop Eamon Martin has not done this. CE stated that he understood Archbishop Martin has written to the minister seeking clarification on same and Minister/DoES has provided full clarification.

Cllr Killian asked that his support for the CE and LMETB to become patron and to pursue patronage in Dunshaughlin be officially recorded. This was seconded by Cllr. Golden.

The Director of OSD made the Board aware of a recent telephone scam which took place in the offices in King Street whereby the phone line was hacked and a substantial amount of money was accumulated in phone bills which came to the attention of the service provider Eir who in turn made management aware of the situation. Investigations are underway on this matter.

Director of Organisational Support and Development also asked that the Board would be made aware of the current reconfiguration process which is being undertaken by the Department. LMETB is within the selected geographical area and therefore are likely to be asked to become patrons of additional schools in certain geographical areas. More details to follow at subsequent meetings when information is made available by the DoES.



A number of Board members – Cllr. Maria Murphy, Cllr Oliver Tully noted enrolment concerns in East Meath, Louth and queried the criteria upon which admissions policies are based. CE confirmed catchment criteria was as per DoES school transport guidance or entitlement to attend nearest second level school.

Cllr Sharkey expressed a great deal of gratitude to the staff and management of O’Fiaich College for the professional way they facilitated the meeting and the facilities and refreshments provided. That concluded the business of the meeting.

SIGNED: Maria O'Brien  
CHIEF EXECUTIVE

John Sharkey  
CHAIRPERSON

DATE: 21/6/18

21<sup>st</sup> June 2018.