



**gretb**

Bord Oideachais agus Oiliúna  
na Gaillimhe agus Ros Comáin  
Galway and Roscommon  
Education and Training Board

**Minutes of the Monthly Meeting of Galway & Roscommon ETB Board held in Galway & Roscommon ETB HQ on Tuesday 10<sup>th</sup> December 2019 at 2.30p.m.**

**Members Present:**

Cllr Michael Maher - Chairperson	Cllr Peter Roche
Cllr Kathleen Shanagher	Ms Jean Beswick-Duignan
Cllr Terry O Flaherty	Mr Daniel Cronin
Cllr Michael Crowe	Mr Sean Harnett
Cllr Aisling Dolan	Mr Tomás Ó Nidh
Cllr Tom Welby	Ms Mary Mullarkey
Cllr Marty McDermott	Cllr Laurence Fallon
Dr Michael Hannon	Ms Bernadette Costello
Cllr Noel Larkin	

**In Attendance:** Mr. David Leahy, C.E., Ms. Brenda Gaughan, Ms Eithne Nic Dhonnchadha, Mr Tomás Mac Pháidín Ms. Claire Forde.

**Welcome:**

Cllr Michael Maher – Chairperson opened the meeting and thanked all for their attendance.

**1. Leithscéalta/Apologies**

Ms Marie Lough, Cllr Colm Keaveney, Ms Nora Fahy, Cllr Shane Curley.

**2. Dearbhú Leasa Comhaltaí : Declaration of Members Interests**

De réir fhorálacha Imlitir 00/02/2019 - Cód Cleachtais um Rialachas Boird Oideachais agus Oiliúna agus Bhuanorduithe, le do thoil, cuir in iúl do Chathaoirleach BOOGRC nó don Phríomhfheidhmeannach aon choinbhleacht leasa i leith aon cheann de na míreanna atá liostaithe le haghaidh breithniú, roimh thús gach cruinnithe de Bhord Oideachais agus Oiliúna na Gaillimhe agus Ros Comáin.

In accordance with the provisions of CL00/02/2019 Code Of Practice For The Governance Of Education and Training Boards, please declare any conflict of interest in respect of any of the matters listed for consideration suitably in advance of meetings of Galway & Roscommon ETB to the Chairperson of GRETb Board or Chief Executive.

There were no conflicts of interest declared by the members present.

### **3. Miontuairiscí: Minutes**

Draft minutes of the meeting of Galway & Roscommon ETB Board, held Tuesday 8<sup>th</sup> October 2019, previously circulated; were taken as read, considered, adopted and signed by the Chairperson on the proposal of Cllr Kathleen Shanagher and seconded by Cllr Marty McDermott.

Draft minutes of the meeting of Galway & Roscommon ETB Board, held Tuesday 12<sup>th</sup> November 2019, previously circulated; were taken as read, considered, adopted and signed by the Chairperson on the proposal of Cllr Laurence Fallon and seconded by Cllr Peter Roche.

### **4. Nithe ag éirí as: Matters arising**

Cllr Kathleen Shanagher requested update on the progression of the “out of school provision” project. Mr David Leahy, CE provided an outline on the project to date and confirmed that he will provide a complete update in the New Year.

#### **GDPR Training**

Ms Aoife De Bhaldráithe – Interim Data Protection Officer attended the meeting and provided comprehensive training on GDPR Tool. She confirmed that this resource was developed in ETBI and all ETB staff and Board/Committee Members were requested to complete.

She confirmed that she will send out links to individual GRETb emails and they need to log on. ETBI will then issue a password to their GRETb email address and this will allow access to complete the test. She confirmed once an individual achieves 100% in test, then she will receive an email confirming this.

### **5. Coistí / Committees:**

#### **(a) Boird Bhainistíochta, Miontuairiscí & Polasaithe: BOM Minutes & Policies**

Prior to the meeting each Member was circulated on Sharepoint with copies of the following draft school BOM minutes and policies, which were presented, taken as read. These were confirmed and adopted on the proposal of Cllr Terry O Flaherty and seconded by Cllr Peter Roche.

- 5.1 Coláiste Naomh Éinne miontuairiscí de 15 Bealtaine 2019
- 5.2 Coláiste Naomh Éinne polasaí agus Beartas Frithbhulaíochta
- 5.3 Coláiste Naomh Éinne polasaí Riachtanais Speisialta Oideachais
- 5.4 Coláiste Naomh Éinne polasaí Taistil
- 5.5 Coláiste Naomh Éinne polasaí maidir le Teagmháil idir Thuismitheoirí agus Múinteoirí
- 5.6 Coláiste Naomh Éinne polasaí Theagmhais Chriticiúil
- 5.7 Coláiste Naomh Éinne polasaí Teicneolaíochta, Cumarsáide & Úsáid idirlín
- 5.8 Coláiste Naomh Éinne polasaí Timrimh
- 5.9 Coláiste Naomh Éinne polasaí Foghlama Digití
- 5.10 Coláiste Naomh Éinne polasaí Treorach
- 5.11 Coláiste Naomh Éinne Sábháilteacht Idirlín: Beartas um Inghlactha
- 5.12 Galway Technical Institute BOM minutes 20th May 2019
- 5.13 Elphin Community College BOM minutes 1st May 2019

- 5.14 Coláiste na bPiarsach miontuairiscí de 22 Bealtaine 2019
- 5.15 Coláiste na bPiarsach polasaí Fionraíochta & Díbeartha
- 5.16 Coláiste na bPiarsach polasaí Cur Chum Cill Dea Iompar Scoile
- 5.17 Coláiste Naomh Feichín polasaí Teagmhas Criticiúil
- 5.18 Coláiste Naomh Feichín polasaí Timrimh
- 5.19 Coláiste Naomh Feichín polasaí Úsáid Substaintí
- 5.20 St Brigid's College BOM minutes dated 6th June 2019
- 5.21 Coláiste an Chreagáin BOM minutes dated 2nd October 2019
- 5.22 Coláiste an Eachréidh miontuairiscí de 18 Meitheamh 2019
- 5.23 Coláiste an Eachréidh miontuairiscí de 24 Deireadh Fómhair 2019
- 5.24 Coláiste Bhaile Chláir BOM minutes dated 8th May 2019
- 5.25 St Killian's College BOM minutes dated 20th June 2019
- 5.26 St Killian's College BOM minutes dated 24th September 2019.
- 5.27 St Killian's College Anti Bullying policy
- 5.28 St Killian's College Substance Use policy
- 5.29 St Killian's College Communication policy for the SEN Department
- 5.30 Abbey Community College BOM minutes dated 19th September 2019

The following minutes/report were previously circulated for noting by GRETB Board

- 5.31 GRETB Audit & Risk Committee meeting report dated 29th November 2019
- 5.32 GRETB Finance Committee Meeting minutes dated 5th June 2019.

GRETB Protected Disclosure policy was previously circulated to all GRETB Board members for their review. This was adopted on the proposal of Mr Tomás O Nidh and seconded by Ms Mary Mullarkey.

#### **(b) Ainmniúcháin do Bhord Bainistíochta Scoile GRETB : Nominations to GRETB Schools & Committees**

GRETB Board confirmed the following as members of GRETB School BOM and Committee. These were approved on the proposal of Cllr Terry O Flaherty and seconded by Cllr Marty McDermott.

School/Committee	Name	Nominee
Coláiste na bPiarsach	Peadar Mac An Iomaire	GRETB Nominee
	Kathy Ní Chonaola	GRETB Nominee
FEAT Committee	Denise Rocks	
	Pat Gilmore	
Coláiste an Chreagáin	Mr Pat O Sullivan	GRETB Nominee
Coláiste an Eachreidh	Mr Pat O Sullivan	GRETB Nominee
	Sinéad Ní Ghiolla Chionnaigh	Community Nominee
	Étaín Ó Corcora	Community Nominee
Colaiste Ghobnait	Máirtín Ó Conghaile	GRETB Nominee
Merlin College	Mr Tommy Glynn	GRETB Nominee
Archbishop McHale College	Ms Pauline Fadden	Community Nominee
	Mr Tommy Glynn	Community Nominee

GRETB Board confirmed the following as members of GRETB Community National schools. These were approved on the proposal of Cllr Marty McDermott and seconded by Cllr Kathleen Shanagher.

School	Name	Nominee
<b>Cuan na Gaillimhe CNS</b>	Devon Goodwin	Patron nominee
	Mary Horgan	Patron nominee
	Avril Canny	Parent nominee
	Jeremy Sterzik	Parent nominee
	Shane O'Connell	Principal
	Deirdre Broderick	Teacher nominee
	Dr Mary Hynes	Community nominee
	Tony Hall	Community nominee
<b>Lecarrow CNS</b>	Pat O'Sullivan	Patron nominee
	Naos Connaughton	Principal
	Leigh Baker	Parent nominee
	Cllr Laurence Fallon	Community nominee

## 6. Comhfhreagras/Correspondence

The following correspondence received and issued, were previously circulated to all GRETB Board Members.

### DES Correspondence

- 6.1 DES Circulars January 2019 – December 2019
- 6.2 Correspondence RE: Transfer of land from GRETB to Galway City Council dated 18 October 2019.
- 6.3 Correspondence from Minister Joe McHugh T.D. in response to GRETB Board query on restoration of Travel & Subsistence rates dated 15 November 2019.
- 6.4 Notification from DES to proceed and publish GRETB Accounts for year ended 31/12/2019 dated 22 November 2019.

### ETBI Correspondence

- 6.5 The following ETBI briefs were circulated on Sharepoint
    - 15/2019 ETBs role in recommending funding for youth projects in your ETB area
    - 16/2019 Leave Schemes for Registered Teachers employed in recognised Primary and Post Primary Schools – DES Circular Letter 0059/2019
    - 20/2019 Terms of Reference ETB Youth Work Committees
    - 21/2019 Lansdowne Road Agreement – Chairman's note re Tutors in Further Education
- It was noted that GRETB have combined youth with arts hence it is Youth & Arts terms of reference.

### Other Correspondence

- 6.6 Completed IPB Nomination Form returned to IPB 15<sup>th</sup> October 2019.

## 7. Tuairisc an Phríomhfheidhmeannaigh : CE's Report Department Reports

A written report from FET; Buildings; Corporate Services; H.R.; Tuairisc Scoile; and I.T. were tabled and addressed by Director of OSD and FET at the meeting. See Appendix (1).

- Director of OSD stated that it is anticipated that GRETB will move over to Shared Payroll Services by June 2020. She noted that this is a very resource intensive process. A member of GRETB Board queried if this will save money in the future and she confirmed that is Department of Education & Skills expectations.
- GRETB IT department are working with Clarin College setting up IT systems in the new school. It is expected that students will move to the new Clarin College building in Spring 2020.
- Mr David Leahy, CE provided overview on Ballaghadereen Childcare facility. He confirmed that he had met with Ballaghadereen Childcare Committee directors wherein they had requested that GRETB would take ownership of their premises on Ballaghadereen Youthreach centre campus. He advised that premises were in good condition and he sought approval from GRETB Board for the acquisition of this asset. This was agreed on the proposal of Cllr Peter Roche and seconded by Cllr Noel Larkin.
- Further clarification to be sought by Executive from legal sources with regards to rectification of plot of ground at Caheroyan, Athenry. Clarification will be provided at GRETB February 2020 meeting.
- Director of OSD provided detailed update on GRETB financials to October 2019.
- Director of OSD confirmed that five of GRETB post primary schools had secured funding for works under Summer Works Scheme 2019.
- GRETB FET Department presented its' 2019 target delivery to Andrew Brownlee – SOLAS CE and his senior management team on Monday 25<sup>th</sup> November 2019. GRETB targets are in line with national targets and proposals for 2020 will be submitted by mid-January 2020 as part of FAR process.
- GRETB FET Department have submitted Arborist Apprenticeship to QQI for validation. Consortium in place and it is expected that this course will be running by Autumn 2020.
- Community Education courses are being delivered across the region with special emphasis on the three blackspot areas in the region.
- From 1<sup>st</sup> January 2020, all post leaving certificate (PLC) courses will move over to SOLAS funding.
- GRETB Board member advised of Employer of the Year nominations. Employers who work closely with apprenticeship programmes could be nominated.
- GRETB Board member noted that GRETB needed to get their brand identity out to the public and this may involve engaging a communication's company. Following a comprehensive discussion, it was agreed that this would be discussed further at the next meeting.
- Following consultation with Prof Gerry Mac Ruairc, Head of Education, NUIG, GRETB is pleased to report that agreement has been reached in principle, with NUIG for a formal Garda Vetting co-operation agreement. This is expected to be signed December 2019 and will eliminate the current requirement for GRETB to re-vet NUIG PM and MGO placement teachers in GRETB schools. GRETB will seek similar arrangements with other relevant ITE 3<sup>rd</sup> level institutions.
- Enrolments in GRETB schools have increased in 2019/2020 and overall teaching allocation to GRETB has increased accordingly.
- New GRETB School Boards of Management for our second level schools were established in November 2019 and in December 2019 for our Community National Schools (CNS). A nationally

agreed training programme for School BOM will be rolled out in Spring 2020, supported and coordinated by ETBI. GRETB will facilitate training in the Galway & Roscommon region.

- GRETB are very pleased to become patron to two Community National Schools in 2019. School BOM nominees for each of these schools were confirmed by GRETB Board at today's meeting.
- Director of Schools confirmed that ETBI has been asked to engage constructively with DES with regards to Irish & Bilingual Grant. GRETB Board had expressed considerable disappointment during 2018 and 2019 regarding DES refusal to ETB and C&C schools on this grant.
- GRETB's School Risk Register has been updated recently and will be brought to GRETB Audit & Risk Committee later this month for review.
- Both Coláiste Naomh Eoin and Coláiste Ghobnait have failed to be recognised by DES as a small school. This issue has been raised repeatedly with Department of Education & Skills since 2004, without success.

## 8. Cu i láthair ón Stiúrtóir Scoileanna: Director of Schools Presentation

Copy of presentation can be accessed by all GRETB Board Members on Sharepoint.

## 9 Gnó an Chathaoirligh : Chairperson's Business

Chairperson confirmed that previously GRETB Board members held meetings with Oireachtas members. He confirmed that it will be an agenda item for discussion at February 2020 meeting. Director of OSD advised that procurement thresholds are a significant national risk and will need to be discussed at these meetings.

A schedule of proposed dates for GRETB Board meetings for 2020 and 2021 was circulated to all present. These were agreed on the proposal of Mr Sean Harnett and seconded by Ms Mary Mullarkey. It was confirmed that GRETB Board February 2020 meeting will be held in Roscommon and a future meeting will be held on one of the Aran Islands.

As there was no further business, Chairperson thanked all for their attendance, he wished all a very Happy Christmas and the meeting concluded.

Signed: Michael Maher

Date: 11/02/2020

**Cllr Michael Maher**  
**Chairperson**