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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, An Coiléar Bán, Athenry, Tuesday 10th November 2020 at
2.30p.m.**

Due to COVID-19 Restrictions, GRET Board was held remotely

Members Present:

Cllr Michael Maher - Chairperson	Cllr Colm Keaveney
Cllr Kathleen Shanagher	Ms. Jean Beswick-Duignan
Cllr Peter Roche	Cllr Noel Larkin
Ms. Ann Cassidy	Cllr Shane Curley
Cllr Geraldine Donohue	Mr Tomás Ó Nidh
Mr Daniel Cronin	Cllr Thomas Welby
Ms Nora Fahy	Cllr Laurence Fallon
Dr Michael Hannon	

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

Welcome:

Cllr Michael Maher – Chairperson opened the meeting. He thanked all for attending GRET Board meeting. He advised that due to present COVID-19 Government guidelines, meeting had to be held remotely.

1. Leithscéalta/Apologies

Cllr John Cummins, Mr Seán Harnett, Ms Bernadette Costello, Cllr Terry O Flaherty, Cllr Michael Crowe & Ms Mary Mullarkey.

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 GRET Board or Chief Executive.

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

3. Miontuairiscí: Minutes

Prior to the meeting draft copies of minutes for GRETB Board meeting held 8th September 2020 and 13th October 2020 were uploaded to GRETB Board sharepoint for member's review.

These were adopted as follows:

Minutes of 8th September 2020 were adopted on the proposal of Cllr Shane Curley and seconded Cllr Kathleen Shanagher.

Minutes of 13th October 2020 were adopted on the proposal of Cllr Laurence Fallon and seconded by Dr Michael Hannon.

4. Nithe ag éirí: Matters arising.

No matters arising

5. Coistí : Committees

Prior to the meeting each GRETB Board Member was circulated with copies of the following school BOM minutes and policies, which were presented for executive accountability.

5.1 Coláiste an Eachreidh - Polasaí - Oideachas Sóisialta, Pearsata agus Sláinte (OSPS) le Polasaí Oideachas Caidrimh agus Gnéasachta.

5.2 Coláiste an Eachreidh - Polasaí Úsáide Inghlactha maidir leis an Idirlíon - Internet Acceptable Use Policy.

5.3 Coláiste an Eachreidh - Polasaí Cosaint Leanaí

5.4 Coláiste an Eachreidh - Cód Iompair

5.5 Colaiste an Eachréidh - Miontuairiscí de 3ú Nollaig 2019

5.5 Coláiste an Eachréidh - Miontuairiscí de 15ú Eanáir 2020

5.7 Coláiste an Eachréidh - Miontuairiscí de 28ú Aibreán 2020

5.8 Colaiste an Eachréidh - Miontuairiscí de 9 Meitheamh 2020

5.9 Cuan na Gaillimhe CNS BOM minutes of 15th July 2020

5.10 Cuan na Gaillimhe CNS BOM minutes of 17th August 2020.

5.11 Galway Community College BOM minutes of 27th May 2020.

5.10 Galway Community College Child Safeguarding Statement

5.12 Galway Community College Child Safeguarding Risk Assessment

5.13 Galway Community College RSE Policy

5.14 Galway Community College Code of Behaviour Policy

5.15 Galway Technical College Code of Student Behaviour Policy

5.16 Galway Technical College Attendance Policy

5.17 Galway Technical College Face Covering Policy

5.18 Galway Technical College Health & Safety Control of COVID-19 Policy for students

5.19 Galway Technical College Anti-Bullying Policy

5.20 Coláiste na Coiribe Miontuarisci de 19 Lunasa 2020

5.21 Coláiste Cholmcille Miontuairiscí de 21 Bealtaine 2020

GRETB ARC & Finance Committee Minutes & Report were previously uploaded to Sharepoint

5.22 GRETB Finance Committee Meeting minutes dated 22nd May 2020

5.23 GRETB Finance Committee Meeting minutes dated 18th September 2020

5.24 GRETB Audit & Risk Committee Report to GRETB Board dated 11th September 2020

5.25 GRETB Audit & Risk Committee meeting minutes dated 22nd May 2020

5.26 GRETB Audit & Risk Annual Report 2019

School Board of Management appointments

Chairperson advised that due to the resignations, vacancies were created on School BOM. The following were agreed on the proposal of Cllr Peter Roche and seconded by Cllr Shane Curley

School	Nominee Name	Replacing	
Colaiste Naomh Eoin	Ann Ní Mhaonaigh	Ann Howard	Female Parent Nominee
	Adrian O Conceannainn	Máirtín O Goill	Male teacher Nominee
St Killian's New Inn	Mr Pat O Sullivan	Ms Aisling Dolan	GRETB Nominee
Coláiste na Coiribe	Colm Ó Cinnseala Dariona Nic an Iomaire		Community Nominee Community Nominee
Coláiste na Coiribe	Maidhc Ó hEanaigh	Mr Eoin De Blácam	Male Teacher Nominee

Chairperson noted that Coláiste na Coiribe had sent in names for three Community Nominees, however, one of these were also a parent so it was agreed by GRETB Board that this person could not be appointed as it would lead to nominee imbalance on Coláiste an Coiribe School BOM. Principal to be notified of this.

6. Comhfhreagras/Correspondence

The following correspondence was previously circulated and noted.

DES Correspondence

6.1 DES Circulars January – November 2020

6.2 Correspondence from DoE advising of appointment of Mr Victor O Loughlin, Ms Siadhbh McIntyre and Ms Prionsias Ní Ghrainn as ordinary members to Governing Body GMIT dated 11th September 2020

6.3 Correspondence from DoE approving sanction of property leases in 3F Ionad Fiontraíochta, Casla, Co na Gaillimhe for a period of three years dated 27th October 2020.

Other Correspondence

6.4 Correspondence from IPB RE: Update on position regarding Member Commercial Dividend and Retaining Earnings Distribution 2021 dated 23rd October 2020.

6.5 Skills to Advance eNewsletter – October 2020

CE read out the correspondence received from IPB dated 23.10.2020. He noted that IPB Insurance are providing funding to Music Generation through their Musical Instrument Sponsorship fund of €6250 per year for a period of 3 years. A discussion ensued around service provision of Music Generation in Galway City, Co Galway and Co Roscommon. It was agreed that this is a wonderful project and noted the challenges they have incurred throughout the pandemic. The importance of funding from local partners was noted as key to the continued success of the programme.

ETBI Correspondence

6.6 ETBI Briefs January – November 2020

6.7 Correspondence from Secretary General ETBI to Mr Michael Nugent and Ms Jane Donnelly – Atheist Ireland.

7. Tuairisc an Phríomhfheidhmeannaigh : Chief Executive Report

A report from each Director was previously uploaded to GRETB Board SharePoint, the following points were highlighted – See Appendix 1.

Director of OSD

Director of OSD sought the approval of GRETB of the following lease/licence agreements. These were agreed on the proposal of Mr Tomás Ó Nidh and seconded by Cllr Noel Larkin.

Location	Programme	Lease/Licence Details
Conference Centre, Golf Links Road, Roscommon.	Temporary relocation of GRETB Sub-Office during building upgrade.	<u>6 Month Lease</u> (with option to extend on a monthly basis as necessary).
Letterfrack, Connemara.	VTOS Programme	Up to 31 st august, 2022.
Tír an Fhia 4, An Leitir Móir, Co. na Gaillimhe	Purposes of 'Boat Building Course' in collaboration with Údaras na Gaeltachta	<u>Licence Agreement:</u> One-year: 01/09/2020 to 31/07/2021 (incl.)

Director of OSD noted that in 2019, Ballaghaderreen Childcare Centre Ltd, notified GRETB of their intent to wind down its operations. As part of this, they handed over their purpose-built prefabricated structure (which was on GRETB's Youthreach site) to GRETB. This donation was approved by the Board previously. It was noted that there is currently no community childcare facility in the town and there is an urgent need for same. Members were advised that Roscommon Leadership Partnership wished to operate a childcare facility from this location and the lease outlined below was proposed. This was agreed on the proposal of Cllr Peter Roche and seconded by Cllr Kathleen Shanagher.

Location	Permission to Lease (outward lease):	Lease Details:
Childcare Facility, Ballaghaderreen, Co. Roscommon (on the grounds of the Youthreach Centre)	Roscommon Leader Partnership has now expressed an interest in leasing the premises in Ballaghaderreen to provide Early Learning and Care Provision (Preschool and Afterschool). They already oversee and govern 'The Growing Tree' in Ballaghaderreen, providing quality childcare service to the members of the Syrian Refugee Community which is located within the EROC centre in the town, supported by TUSLA, DCYA and led by Roscommon County Childcare Committee.	€1.00 per annum Lease Term: 5 Years: Commencing from: 1 st _____, 2020

- Director of OSD thanked all GRETB Board Members who had responded to HR Survey. She advised that respondents had noted the need for additional training. She confirmed that this will be rolled out in early 2021.
- GRETB's Corporate Procurement Plan 2020 and MAPP were noted. Director of OSD confirmed this is the second year carrying out this detailed analysis. ETBs use this analysis to highlight to OGP national contracts that are required and to identify where ETBs need to run competitions.
- Director of OSD went through the building report. She noted Coláiste an Chreagáin had received funding of €50K under Clár for turning circle and drop off area. She thanked members who assisted and supported this application.

Director of Schools

- Director of Schools update on Calculated Grades – Leaving Certificate 2020. He noted that schools reported being generally satisfied with Calculated Grades in most subjects. However, there was evidence of significant downward adjustment by DES computer-generated calculated grades from GRETB schools submitted estimated grades in LC Gaeilge subject,

within GRETB's Gaelcholáistí and to a lesser extent within GRETB's Col Gaeltachta. He noted that ETBI and Gaeloideachas are bringing this to the attention to DoE.

- He confirmed increase in enrolment numbers of 1.2%. He noted that since GRETB amalgamated in 2013, enrolment numbers in GRETB Post-Primary schools have increased by 33%.
- A detailed discussion ensued around Admission Policy for schools.
- Director of Schools noted that ETBI had instigated national coordinated work regarding Core Values. He highlighted that to support ETB schools in implementing multi-denominational ethos, ETBI has developed a phased Implementation Plan. He noted that this was to ensure that core values are consistent across all ETB schools and provide positive and consistent language.

Director of FET

- Director of FET advised that the essential skills to teach online course, developed by GRETB TEL Department, has been completed by 176 staff to date with a further 120 in progress and new iteration being launched this week. A new TEL Sharepoint has gone live which contains resources to support teaching and learning.
- A mix of online and centre-based courses are being delivered at present. 39 new online Community Education Courses are being rolled out in the coming weeks. Focus is on ensuring that people can access courses easily.
- On the 16th of November the Training Centre will welcome back for the first time in over 10 years plumbing apprentices to the West of Ireland. The workshop is newly renovated to accommodate apprenticeships.
- Director of FET acknowledged the delay in craft apprenticeships. She noted that this is a national issue, and the challenge is that it is practical based. She advised that it is being looked at both locally and nationally to seek solutions.
- GRETB is planning to roll out the National Butchery Apprenticeship in collaboration with MSLETB in Spring 2021. GRETB plan to use the facilities of the Bia Innovator initiative in Athenry.
- Director of FET advised of a Math's for Trade programme.
- Ms Nora Fahy noted that AONTAS was launching "Report from Community Education Practitioner Focus Group as part of Research into Impact of COVID-19" today and it is now available on their website. She complemented FET Management and tutors for their support to Community Education throughout the pandemic.

8.Faisnéis Airgeadais : Financial Report

Director of OSD went through details on GRETB's bank account balance and the summary report on receipts and expenditure which was circulated in advance. She noted an underspend in the FET budget. Members were also update on developments in relation to the Financial Shared Services System with the project expected to commence in Q1 2021.

9.Suirbhé do Bord BOOG&R: Survey to GRETB Board

A copy of Board Member Self Evaluation Form was previously uploaded to GRETB Board Sharepoint. Director of OSD advised as per Code of Governance, all Board Members were requested to complete this questionnaire and return to the Secretary to GRETB Board by Friday 20th November 2020.

10. Bainistíocht Riosca : Risk Management

- Director of Schools advised that GRETB has established and implemented in-depth protocols and procedures to manage Covid-19 in all 20 Post-Primary and two Community National Schools and Further Education & Training Centres. He confirmed that these protocols anticipated the possibility of cases arising in GRETB education facilities and gave assurances that all schools/centres are

prepared when cases arise. He noted that half of GRETB schools had cases but were managed within the school.

- Director of Schools highlighted that funding for sanitation is an issue and additional funding will be required. ETBI are collating on behalf of all ETBs and will submit to DoE.
- Director of Schools welcomed the establishment of a helpline specific for schools at the end of October 2020. He highlighted the significant burden which Covid-19 has on school management. He noted that school management and staff are exhausted ensuring that all protocols are implemented on a daily basis.
- He confirmed that sanitation product recall was managed in all schools in October 2020.

11. Gnó an Chathaoirligh : Chairperson Business

Chairperson advised that Chief Executive and he had provided the opportunity for members to meet remotely with them in advance of meeting to raise any concerns which they may have. He noted that they have met with a few members.

Chairperson advised that he hoped that December would allow the Board to meet in person. He confirmed that meeting will only go ahead in person if Government guidelines allow and noted that GRETB must adhere to all regulations. Next meeting is scheduled for Tuesday 8th December at 2.30pm. He noted that the meeting scheduled for January 2021 will not go ahead and meetings will be held in February & March 2021 to allow for adoption of the Service Plan and GRETB Financial Accounts.

Chairperson thanked all members for their attendance. As there was no further business, the meeting concluded.



CLlr Michael Maher
Chairperson – GRETB Board



Date