

**Minutes of the Monthly Meeting of Galway & Roscommon ETB Board held in  
 Galway & Roscommon ETB, An Coiléar Bán, Athenry, Tuesday 11<sup>th</sup> May 2021 at 2.30p.m.  
Due to COVID-19 Restrictions, GRET Board meeting was held remotely.**

**Members Present:**

Cllr Kathleen Shanagher	Cllr Colm Keaveney
Mr Tomás O Nidh	Cllr Noel Larkin
Ms Bernadette Costello	Cllr Shane Curley
Cllr Terry O Flaherty	Mr Seán Harnett
Ms Ann Cassidy	Cllr Thomas Welby
Mr Daniel Cronin	Cllr Laurence Fallon
Ms Mary Mullarkey	Ms Nora Fahy

**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 Kathleen Shanagher – Leas Chathaoirleach opened the meeting. She thanked all for attending GRET Board meeting. She noted that she was deputising today on behalf of Chairperson. She advised that due to present COVID-19 Government guidelines, meeting had to be held remotely.

**1. Leithscéalta/Apologies**

Cllr Michael Maher, Cllr Gabe Cronnelly, Dr Michael Hannon, Ms Jean Beswick-Duignan, Cllr John Cummins, Cllr Michael Crowe and Cllr Peter Roche.

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

De réir fhorálacha Imlitir 00/02/2019 - Cód Cleachtais um Rialachas Boird Oideachais agus Oiliúna agus Bhuanorduite, 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 copy of minutes for GRETB Board meeting held 30<sup>th</sup> March 2021 were uploaded to SharePoint. These were adopted on the proposal of Cllr Laurence Fallon and seconded by Ms Mary Mullarkey.

### **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 St Killian's College BOM minutes dated 8th December 2020
- 5.2 St Killian's College Special BOM minutes dated 25th January 2021
- 5.3 St Killian's College Remote Learning Policy
- 5.4 Roscommon Community College BOM minutes dated 24th November 2020
- 5.5 Roscommon Community College Child Protection Policy updated 21.04.2021
- 5.6 Coláiste Ghobnait miontuairiscí de 18 Lúnasa 2020
- 5.7 Coláiste Ghobnait miontuairiscí de 11 Feabhra 2021
- 5.8 Coláiste Naomh Feichín miontuairiscí de 26ú de Shamhain 2020
- 5.9 Abbey Community College Child Protection Policy
- 5.10 Abbey Community College Review of Child Protection Policy
- 5.11 St Brigid's College BOM minutes dated 17th November 2020
- 5.12 Cuan na Gaillimhe CNS BOM minutes dated 22nd March 2021.

**The following Committee minutes were also noted.**

- 5.13 GRETB Audit & Risk Committee Report to GRETB Board – March 2021
- 5.14 GRETB FEAT Committee Minutes dated 21st May 2020.
- 5.15 Youthreach Committee Minutes dated 26th March 2021.
- 5.16 Youth & Arts Committee Meeting Minutes dated 5th February 2021.

### **Committee Nominations**

Chairperson advised GRETB Youthreach Committee had submitted correspondence advising of nomination of the following as member of the committee. This was agreed on the proposal of Ms Mary Mullarkey and seconded by Cllr Colm Keaveney.

<u>Committee</u>	<u>Nominee Name</u>
Youthreach Committee	Mr Pat Gilmore

### **Vote of Congratulations**

On behalf of GRETB Board, Cllr Kathleen Shanagher extended a vote of congratulations to Ms Emma Slevin – student in Coláiste Bhaile Chláir on her excellent performance in the All-Around final at the European Gymnastics Championships in Switzerland in April 2021.

## 6. Comhfhreagras/Correspondence

The following correspondence was previously circulated and noted.

### Department Correspondence

6.1 DES Circulars January – May 2021.

6.2 Correspondence from Department of Further and Higher Education, Research, Innovation and Science approving a lease at Aonad 4, Tir an Fhia, Leitir Móir, Co na Gaillimhe, H91 T2W9 for GRETB dated 31<sup>st</sup> March 2021.

## 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

- GRETB were placed on IBEC list of: Leading in Wellbeing – Top 100 Companies 2021
- Director of OSD provided an update on roll out of SUN project and advised that over 200 users will be trained on the new Financial System over the coming weeks.
- Went through the financial report.
- Director of OSD sought **approval from GRETB Board for the following 2 leases:**
  1. Renewal of Lease Presentation College, Athenry to provide accommodation for Coláiste an Eachréidh, for an additional two years, **plus the possibility** of an additional year thereafter.
  2. Lease of room in Ionad Fiontair, Rosmus from Údaras na Gaeltachta for provision of storage for Breacadh. Lease for a period of 5 year
- Both approved on the proposal of Cllr Terry O Flaherty and seconded by Ms Bernadette Costello.
- Provided a comprehensive update on ongoing GRETB Capital projects. Confirmed that Summer Works projects will be carried out on Island Schools this summer.
- Health & Safety audit ongoing. Auditor is visiting nine centres and three schools. Expect to have closing meeting in coming weeks.
- GRETB Summer Recruitment campaign closed on 4<sup>th</sup> May 2021. Will commence interview process in coming weeks. Director of OSD extended her thanks to all GRETB Board Members who had agreed to assist with the process.
- Noted Recruitment Manager has resigned from GRETB. On behalf of the Board the Vice Chairperson extended her good wishes to him in the future.
- GRETB will host its first Virtual Retirement seminar on 13<sup>th</sup> May, with over 200 staff invited. This event was welcomed by GRETB Board members. CE noted that prior to pandemic, GRETB hosted an annual retirement function wherein they acknowledged the service of staff members. He hopes that GRETB will resume practice when it is safe to do so. He advised that all retirees receive a letter acknowledging their retirement and service to the organisation. A Board member requested that GRETB Board's acknowledgement would also be included in this correspondence.

### Director of Schools

- An internal survey was carried out to explore "Supporting Student Welfare" within GRETB Schools Care Teams pre pandemic, during pandemic and post pandemic. The most significant issues identified were mental health, students not engaging, lack of communication with peers,

lack of friends, isolation and lack of physical and creative activities. It was highlighted that many mental health issues are beyond school capacity therefore school staff have had to contact GP's, counselling services, Jigsaw and CAMHS.

- Final session of ETBI Annual Principal & Deputy Principals Conference was held online on 27<sup>th</sup> April 2021. The theme of the conference was "Supporting Leadership in Uncertain Times".
- GRETB schools have each received a provisional teaching allocation from DoE. Appeals regarding DoE curricula concessions will be processed during early May, resulting in final fixed maximum teaching allocations approved for each school during mid-May. Chairpersons and Príomhoide in each school will be required to sign off an allocation and to remain within same.
- Majority of GRETB school have noted increase in projected enrolment figures for academic year 2021/2022.
- Ethos Co-ordinators' CPD had continued with ETBI during March & April 2021. The programme will be formally launched next September by ETBI and roll-out will commence within all ETB schools during academic year 2021/22 on a national basis with support provided on a pilot basis to certain schools. It was highlighted that a Patron's framework is being developed. A Board Member raised a query on this initiative and following a comprehensive discussion it was agreed on the proposal of Mr David Leahy and seconded by Cllr Colm Keaveney that GRETB Ethos Co-ordinator would be invited to provide a presentation to Board Members at a future GRETB Board meeting.

### **Director of FET**

- Director of FET noted that she had received confirmation from SOLAS advising that GRETB bid of over €50 million was approved.
- Facilitated FET CPD Virtual Seminar for GRETB Co-ordinators in April 2021 where over 90 members of staff were in attendance.
- The E Portfolio pilot is complete, and this will now roll out to all providers as requested. Wriggle Connect training programme for staff has commenced with 300 staff members participating.
- Arborist apprenticeship commenced in Petersburg OEC on 26<sup>th</sup> April and Butchery apprenticeship commenced in Athenry on 12<sup>th</sup> April 2021.
- GTI application system closed on Friday 7<sup>th</sup> May 2021 for first round applications. Application system will re-open on 1<sup>st</sup> June 2021, at present over 1,000 applications received.
- A Board Member queried plans for getting learners back onsite. Director of FET advised that they will continue to follow national protocols and welcomed blended learning approach. She highlighted that there is a National Stakeholder Group and they meet and discuss next steps for careful reopening of education. She is hopeful that they will commence next academic year with onsite learning.

### **8. Ráiteas Straitéise 2022-2026 – GRETB Strategy Statement 2022-2026**

Ms Louise Ryan – attended the meeting and provided a comprehensive presentation on plans for the Development of Strategy Statement 2022-2026. The following points were noted:

- Development of Strategy Statement is a requirement under the ETB Act 2013.
- A Strategy Statement shall specify the objectives of the Board, the priorities of the specified objectives and the strategies for achieving those objectives.
- Consultation process was outlined.
- Stakeholders to be consulted were discussed.

- Highlighted work done to date with Chief Executive and Directors.
- Advised that a review of the Strategic priorities and actions from 2017-2021 Strategy Statement
- Consultations with FET Senior Team, OSD Senior Management Team, Principals/Deputy Principals, Centre Manager and students will be carried out in coming weeks.
- Have commenced design of online survey form and will be hosting focus group meeting. These focus group meetings would be held in coming months.
- Will bring back to GRETB Board for their review and approval.

A Member of the Board felt that GRETB Board should have greater input into the development of GRETB Strategy Statement 2022-2027. The Executive and Reserve functions re the strategy were noted. Following a comprehensive discussion, it was agreed that a GRETB Board member focus group would be established. Members were requested to submit their interest to be a member on this group. Another Board Member felt it is imperative that the promotion of Gaeilge is included. Vice Chairperson thanked Ms Louise Ryan for her attendance and comprehensive presentation.

### **9. Gnó an Chathaoirligh : Chairperson Report**

CE advised that he has spoken with Chairperson earlier this week and that Chairperson has expressed his preference, that perhaps if Government Guidelines allow, that next GRETB Board meeting will be held in person. Chairperson will discuss and review with Vice Chairperson later this month and Secretary to GRETB Board will circulate email to all members advising confirmed date.

As there was no further business, the meeting concluded.

*Michael Maher*

Cllr Michael Maher  
Chairperson – GRETB Board

*08/06/2021*

Date