



Minutes of the Monthly Meeting of Galway & Roscommon ETB Board held in Raheen Woods Hotel, Athenry on Tuesday 13th December 2022 at 2.30p.m.

Members Present:

Cllr Michael Maher - Chairperson	Ms Jean Beswick
Cllr Kathleen Shanagher	Cllr Peter Roche
Cllr Mary Hoade	Cllr John Cummins
Ms Bernadette Costello	Ms Nora Fahy
Mr Daniel Cronin	Cllr Tom Welby
Cllr Shane Curley	Cllr Terry O Flaherty
Mr Tomás O Nidh	Cllr Noel Larkin
Cllr Karey McHugh Farag	

In Attendance: Mr David Leahy, C.E., Mr Tomás Mac Pháidín, Ms Brenda Gaughan, Ms Sinéad Morgan and Ms Claire Forde.

Welcome:

Cllr Michael Maher - Cathaoirleach opened the meeting and welcomed all members to GRETb Board Meeting.

1. Leithscéalta/Apologies

Ms Mary Mullarkey, Cllr Laurence Fallon, Dr Michael Hannon and Cllr Michael Crowe.

2. Dearbhú Leasa Comhaltaí : Declaration of Members Interests

De réir fhorálacha Imlitir 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 CL 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

Prior to the meeting a draft copy of the minutes for GRETB Board meeting held 8th November 2022 were uploaded to GRETB Board members SharePoint. These were agreed, adopted and signed on the proposal of Cllr John Cummins and seconded by Cllr Kathleen Shanagher.

4. Nithe ag éirí: Matters arising.

A Board Member sought an update on school meals provision. The meeting was informed that this item was raised when ETBI met with Oireachtas Members in Buswells Hotel, Dublin on 6th December 2022. Pressure is being brought to Department of Social Protection to conclude and publish the review carried out earlier this year. This is an ongoing situation outside GRETB control and is being raised at national level. GRETB Board agreed that this needs resolution early in 2023 to ensure that DEIS school students receive school meals.

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 Brigid's College BOM Minutes of 18.10.2022
- 5.2 St Killian's College BOM Minutes of 14.06.2022
- 5.3 St Killian's College Admission Policy 2023/2024
- 5.4 St Killian's College Notification regarding the BOM Annual Review of Anti-Bullying Policy
- 5.5 St Killian's College BOM Annual Review of Schools Safeguarding Statement
- 5.6 St Killian's College Special Educational Needs (SEN) Policy
- 5.7 Coláiste Ghobnait Miontuairiscí de 27.09.2022
- 5.8 Colaiste Ghobnait Polasaí Bia Folláine 2022-2023
- 5.9 Coláiste Ghobnait Polasaí Ionadaíocht agus Feitheoireacht
- 5.10 Coláiste an Chreagáin BOM Minutes of 10.09.2021
- 5.11 Colaiste an Chreagáin BOM Minutes of 20.12.2021
- 5.12 Coláiste an Chreagáin BOM minutes of 04.02.2022
- 5.13 Coláiste an Chreagáin BOM Minutes of 25.03.2022
- 5.14 Coláiste an Chreagáin BOM Minutes of 20.05.2022
- 5.15 Coláiste an Chreagáin Assessment Policy
- 5.16 Coláiste an Chreagáin Special Education Needs (SEN) Policy
- 5.17 Coláiste an Chreagáin Healthy Eating Policy
- 5.18 Coláiste an Chreagáin TY Policy 2021-2022
- 5.19 Coláiste an Chreagáin Child Safeguarding Statement & Risk Assessment
- 5.20 Coláiste an Chreagáin School Admission Policy 2023/2024
- 5.21 Colaiste an Chreagáin Child Protection Procedures
- 5.22 Coláiste an Chreagáin Anti-Bullying Policy
- 5.23 Colaiste an Chreagáin Homework Policy
- 5.24 Galway Technical Institute BOM Minutes of 04.05.2022
- 5.25 Coláiste Naomh Eoin Miontuairiscí de 09.09.2021
- 5.26 Coláiste Naomh Eoin Miontuairiscí de 25.01.2022
- 5.27 Coláiste Naomh Eoin Miontuairiscí de 27.05.2022

- 5.28 Coláiste Naomh Eoin Polasaí Slainte & Sábháilteachta
- 5.29 Coláiste Naomh Eoin Beartas Folláine
- 5.30 Colaiste Naomh Eoin Polasaí Frith-Bhulaíochta
- 5.31 Galway Community College BOM Minutes of 07.09.2022
- 5.32 Galway Community College Administration of Emergency Medication Policy
- 5.33 Galway Community College Work Experience Policy
- 5.34 Galway Community College Educational Outings & Trips Policy
- 5.35 Galway Community College External Speakers Policy
- 5.36 Galway Community College Inclusion Policy
- 5.37 Galway Community College Intimate Care Policy
- 5.38 Galway Community College One to One Engagement Policy
- 5.39 Galway Community College Personal Electronic Device Policy
- 5.40 Galway Community College Substance Abuse Policy
- 5.41 Galway Community College Supervision and Supervision Policy 2022.23
- 5.42 Abbey Community College BOM Minutes 12.10.2022
- 5.43 Abbey Community College Erasmus Policy
- 5.44 Coláiste Naomh Feichin Miontuairiscí de 18.10.2022
- 5.45 Archbishop McHale College BOM Minutes of 12.10.2022

The following GRETB Committee minutes were previously circulated.

These were adopted on the proposal of Cllr Noel Larkin and seconded by Cllr Shane Curley.

- 5.46 GRETB Audit & Risk Committee Meeting Minutes of 09.09.2022
- 5.47 GRETB Audit & Risk Committee Meeting Report to GRETB Board of 25.11.2022
- 5.48 GRETB Youth & Arts Committee Meeting Minutes of 05.02.2021
- 5.49 GRETB Youth & Arts Committee Meeting Minutes of 03.12.2021
- 5.50 GRETB Youth & Arts Committee Meeting Minutes of 11.03.2022
- 5.51 GRETB Youth & Arts Committee Meeting Minutes of 06.05.2022
- 5.52 GRETB Youth & Arts Committee Meeting Minutes of 23.09.2022
- 5.53 GRETB Finance Committee Meeting Minutes of 23.09.2022

A Board Member noted that GRETB Audit & Risk Committee in their report to GRETB had highlighted their concerns regarding the operations of Shared Services and the impact of significant issues to Galway & Roscommon ETB. Director of OSD briefed GRETB Board of the significant issues which GRETB have experienced over the previous months and the impact of these issues. She noted that Department of Education Assistant Secretary with responsibility for ESBS is attending a meeting in GRETB next week, wherein they will raise concerns re internal controls. She highlighted that Chairperson of GRETB Audit & Risk Committee will seek assurances from ESBS when reviewing internal controls at their March meeting.

Nominations to School BOM/Committee

The following nominations were brought to GRETB Board for approval

Below was approved on the proposal of Cllr Terry O Flaherty and seconded by Cllr Karey McHugh Farag

<u>School</u>	<u>Nominee Name</u>	<u>Replacing</u>	
Galway Technical Institute	Alex O Neill	Marta Czarlinska	Student Representative
	Remi Ryan	Aoife Campbell	Student Representative

Below was approved on the proposal of Cllr Karey McHugh and seconded by Cllr John Cummins

<u>Committee</u>	<u>Nominee Name</u>	<u>Replacing</u>	
Audit & Risk Committee	Cllr Mary Hoade	Cllr Noel Larkin	GRETB Nominee

Below was approved on the proposal of Cllr Kathleen Shanagher and seconded by Cllr John Cummins

<u>School</u>	<u>Nominee Name</u>	<u>Replacing</u>	
Abbey Community College	Rev Yendall		Community Nominee

Below as approved on the proposal of Cllr Karey McHugh Farag and seconded by Ms Jean Beswick

<u>School</u>	<u>Nominee Name</u>	<u>Replacing</u>	
Clarín College	Caitriona Linnane	Margaret Hession	Female Staff Nominee

6. Comhfhreagras/Correspondence

The following correspondence was previously circulated and noted.

Department Correspondence

6.1 DoE Circulars: January – December 2022.

6.2 Correspondence from Department of Tourism, Culture, Arts, Gaeltacht, Sport & Media advising of extension of Scéim Oileánda - Iarbhunscoileanna Árainn for 3 years to 2024/2025 dated 24th October 2022.

Correspondence

6.3 Correspondence from Director of OSD to GRETB Board Members providing an update in relation to the processing of increases for GRETB Pensioners dated 29th November 2022

6.4 Correspondence to Secretary, The National Parents Council Post-Primary regarding the vacancies on the Board of GRETB dated 6th December 2022.

6.5 Correspondence to Secretary, The National Parents Council Primary regarding the vacancies on the Board of GRETB dated 6th December 2022.

6.6 Comptroller and Auditor General Certificate for GRETB Financial Statements for the year ended 31.12.2021 received 8th December 2022.

CE welcomed the extension of Scéim Oileanda for three years. He stated that this will allow for 30 scholarships which will be divided amongst the three Island schools. He noted that this helps sustain the Island schools. A Board Member concurred with this. As Chairperson of one of the Island Schools, he noted that this is beneficial for the Island schools. All agreed that this was a good news story.

CE welcomed the C&AG Certificate for GRETB Financial Statement for the year ended 31st December 2021. The Board extended their thanks to all staff on completing this within the year and extended their good wishes to Finance Manager.

7. Tuairisc an Phríomhfheidhmeannaigh : Chief Executive Report.

Director of OSD

Director of OSD advised that she sought approval of the following

- Acceptance of Gifts under Section 29 (4) of the Education and Training Boards Act 2013:

Where a person— , ,

(a) makes an offer of a gift of money, land or other property to an education and training board, or

(b) requests the board to act as a trustee of any trust or charity,

the chief executive of that board shall, within one month of the offer or request being made, prepare and submit a proposal to the board setting out his or her observations on the offer or request, as the case may be, and his or her recommendation as to whether the board should accept the gift or agree to act as a trustee, as the case may be.

(2) Subject to subsection (3), an education and training board may having considered any relevant observations and recommendations of the chief executive of the board—

(a) with the consent of the Minister and the Minister for Public Expenditure and Reform—

(i) act as a trustee of any trust or charity, or

(ii) accept a gift of money, land or other property upon such trusts and conditions, if any, as may be specified by the donor, for purposes connected with the functions of the board, or

(b) refuse to act as a trustee or accept a gift as the case may be.

(3) An education and training board shall not act as a trustee of any trust or charity, or accept a gift if the trust or condition attached to it by the donor is, in the opinion of the board, inconsistent with or likely to prejudice the board's operational independence or effective performance of its functions.

As the ETB Financial and Administrative Personnel Section of the Department of Education has confirmed in an email to GRET B that there is no limit specified by the Minister in relation to the value of gift to ETBs for which the above process is to be used, it is proposed to set a limit of €5,000 and above, in order to avoid a lengthy administrative process for very small value gifts such as small instruments.

This was approved on the proposal of Mr Tomás O Nidh and seconded by Cllr Peter Roche

- Director of OSD noted that GRET B Board had previously approved the purchase price of a house adjacent to Elphin CC, however, she now sought approval for an amendment in price. She confirmed that Department of Education had approved this amendment. GRET B Board approved this on the proposal of Cllr John Cummins and seconded by Cllr Kathleen Shanagher.
- Director of OSD thanked Board Members who had completed the Board Self-Assessment Evaluation Form and requested those who had yet to complete the survey to please do so.
- The Board were updated on the recruitment process for the Permanent Administrative Officer for Finance and Temporary Finance Manager.
- Board Members were informed that GRET B will move to ESBS Core for Travel & Subsistence in January 2023. All members were requested to submit all outstanding claims for 2022 by 13th January 2023 for processing.
- The meeting was updated on the pension's arrears payment.
- The Board were updated on GRET B finances.
- The Board were updated on a pilot project currently being carried out Limerick & Clare ETB on heating in schools. It was highlighted that this is a significant issue due to old building stock.

Director of Schools

- Director of Schools updated the meeting on the Department of Education consultation process to develop a policy on Irish-medium education outside of the Gaeltacht. He stressed that it is imperative that all schools and ETBs have their voice heard in this process. He noted that the closing date for submission is 16th January 2023, however, an extension date is required to ensure that all stakeholders have an opportunity to submit. Following discussions, the GRETB Board agreed to support an application seeking extension date on the proposal of Ms Jean Beswick and seconded by Cllr Kathleen Shanagher.
- Director of Schools updated the Board on his ongoing work seeking Deontas Gaeilge agus Dhátheangachais @ €109.50/Scoláire grant. He highlighted that this grant is denied to ETB multi-faith schools and those under the patronage of ACCS. This issue has been raised with the Department of Education for many years but has not been resolved to date.
- A comprehensive update was provided on the ongoing works by GRETB REALT Co-Ordinator. GRETB REALT Co-Ordinator, so far, has worked with schools and Ukrainian families to find school places for over 800 Ukrainian children and young people throughout the GRETB region. Although many families in pledged accommodation are assisted to find school places, these numbers are not included in the above figure. The provision of school transport has improved in recent times, however, securing buses and drivers is an ongoing issue. Director of Schools advised that Department of Education have noted that this model has worked very well and have sanctioned a one-year fixed term for each ETB. GRETB will commence the recruitment process. Noted that the present REALT Co-ordinator has agreed to remain in position until appointment is made.

Director of FET

- Since the last meeting, Minister Harris attended Galway Community College and announced that Galway Roscommon ETBs strategic proposal to develop a Further Education College in Galway city was successful in the first stage of the assessment process under the FET College of the Future Major Projects Fund. Director of FET welcomed this announcement and acknowledged that it is the beginning of a lengthy process.
- Planning meetings for FARR have taken place across GRETB wherein they looked at existing and any new provision that can be made for 2023. Provision for 2023 has been added to PLSS/FARR.
- GRETB are working closely with Atlantic Technology University on the creation of diverse and progressive pathways in the tertiary system, which is identified as a goal in the Statement of Strategy for the Department of Further and Higher Education, Research, Innovation and Science. It was confirmed that this is a very significant and exciting development, and it is expected that there will be some degree programmes on offer for 2023.
- A communication strategy is in development, in partnership with M-CO. GRETB have been actively engaging with this company for several months wherein in collaboration with MediaVest, Shelter/Billboard Campaign was developed and was rolled out at 16 different sites across Galway & Roscommon region in November 2022. Director of FET advised the meeting that GRETB have sought sanction for a Communication Officer as GRETB need to be engaging with the public with consistent branding.
- The meeting were updated on a seminar on Neuro Diversity and launch of youth services research which occurred on December 1st 2022. Presentations to be circulated to Board Members.
- Horsemanship project in Partnership with Eastside Youth Services – weekly workshops ongoing.

- Music Generation Galway City and GCC have developed a music hub which will be launched in January 2023. The Board congratulated Music Generation on all the programmes which they are rolling out throughout the Galway & Roscommon region.
- GRETB FET have established a working group to respond to the Ukrainian crisis. Working closely with REALT Co-Ordinator. Classes running and linking in with new people arriving. Dedicated email address set up for queries. Promotional material developed for prospective learners and for other agencies.

8. Bainistíocht Riosca : Risk Management

Director of OSD confirmed that this was a standing item on the agenda. High risks for Galway & Roscommon ETB presently are:

- Cost of living increases
- School Meals.


She noted that both were already discussed extensively earlier in the meeting.

9. Gnó an Chathaoirligh : Chairperson Report

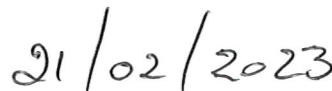
Chairperson highlighted that ETBs are celebrating their 10th year since established in 2013. He noted that ETBI will mark ETB Day on the 2nd March 2023, however there will also be celebrations planned locally throughout the week 27th February-3rd March 2023. He confirmed that more details will be circulated in early 2023.

Next GRETB Board Meeting is scheduled for Tuesday 21st February 2023, Secretary to GRETB Board will circulate 2023 meeting dates.

Chairperson thanked GRETB Board Members for their attendance. He wished all a Happy Christmas and Best Wishes for 2023. As there was no further business, the meeting concluded.



Cllr Michael Maher
Chairperson – GRETB Board



Date