

Minutes of LWETB Board Meeting

Date:	Monday 16 th September 2024
Time:	6.30 p.m.
Venue:	Mullingar Park Hotel, Dublin Road, Mullingar.

Attendance

(Present: P, Apologies: AP, Absent: AB)

Board Member	P	Board Member	
Ms. Olivia Callaghan	P	Ms. Niamh Ginnell	P
Ms. Joanne Cosgrove	P	Cllr. Ken Glynn	P
Mr. Luke Casserly	P	Mr. Colm Harte	P
Mr. Donie Cassidy	P	Cllr. Frankie Keena	P
Mr. Owen Catterall	P	Cllr. Denis Leonard	P
Ms. Sheila Corcoran	P	Cllr. Pádraig McNamara	P
Cllr Aoife Davitt	P	Mr. Mark Murphy	P
Cllr. Alfie Devine	P	Cllr. Peggy Nolan	P
Cllr. John Dolan	P	Cllr. Pat O'Toole	P
Cllr. Michael Dollard	P	Cllr. Emily Wallace	AP
Cllr. Niall Gannon	P		

Also Present:

Ms. Liz Lavery, Chief Executive	P	Ms. Antonine Healy, Director of FET	P
Mr. Charlie Mitchell, Director of OSD	P	Ms. Gabrielle Gilligan, Clerical Officer	P
Mr. Brian Higgins, Director of SYM	P		

1. Preliminary

Chief Executive, Ms. Liz Lavery, opened the meeting by welcoming everyone present. She welcomed the five Representatives from Bodies Specified by the Minister to their first meeting, and everyone present introduced themselves.

The Chief Executive chaired the meeting until the agenda items electing the new Chairperson (1.5) and Deputy Chairperson (1.6) were completed, indicating that once the new Chairperson is elected, they will take up the role from that point of the meeting onwards.

1.1 Conflict of Interest Disclosure Form

The Chief Executive invited members to disclose any conflict of interest they might have. One member of the board disclosed Conflict of Interest regarding LWETB Property Register. The member removed themselves from the room while this item was being discussed. No other conflict of interest was declared.

1.2 Apologies / condolences / congratulations

Apologies

Cllr. Emily Wallace.

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Congratulations:

Congratulations to the outgoing Leaving Certificate students on their recent results.

1.3 Adoption of Minutes

A copy of the minutes of 3 previous meetings were distributed in advance of the meeting.

Adoption of Minutes of 16th April 2024

Proposed: Mr. Colm Harte. **Seconded:** Cllr. Michael Dollard.

Adoption of Minutes of Post Election Meeting of 20th August 2024

Proposed: Cllr. Pat O'Toole. **Seconded:** Cllr. Ken Glynn.

Adoption of Minutes of Second Meeting of 20th August 2024

Proposed: Cllr. Ken Glynn. **Seconded:** Cllr. Denis Leonard.

1.4 Matters arising from Minutes

No matters arising.

1.5 Election of Chairperson in accordance with the Code of Practice for the Governance of Education and Training Boards 2019.

Cllr. Ken Glynn proposed Cllr. Aoife Davitt as chairperson. Mr. Donie Cassidy seconded the proposal. As there was no other member proposed, Cllr. Aoife Davitt was deemed elected.

Cllr. Aoife Davitt took the role of Chairperson. Cllr. Davitt thanked everyone present for their support and said that she is honoured to hold the role and committed to working with all Board members in all aspects of LWETB services.

1.6 Election of Deputy Chairperson in accordance with the Code of Practice for the Governance of Education and Training Boards 2019.

Cllr. Pat O'Toole proposed Cllr. Niall Gannon for the role as Deputy Chair. Cllr. Peggy Nolan seconded the proposal. As there was no other member proposed, Cllr. Niall Gannon was deemed elected. Cllr. Gannon thanked the meeting for the nomination and is looking forward to working with all Board members and the LWETB team.

1.7 Chief Executive (Acting)

Cllr. Davitt acknowledged that Chief Executive Liz Lavery has announced her retirement and will be leaving LWETB effective 1st October 2024. Cllr. Davitt on her own behalf and on behalf of the board thanked Ms. Liz Lavery for her tireless work with the board during her time as Chief Executive and, also in her previous role as Director of Schools, Youth and Music. There have been some very significant developments within LWETB over these years. Individual members of the Board acknowledged the work of Ms. Lavery and wished her well in her retirement.

Returning to the role of Chief Executive (Acting), the Chairperson stated that the appointment of the new Chief Executive, sanctioned by the Department of Education is now underway, the recruitment process will be conducted by the Commission for Public Service Appointments (CPSA) and was advertised on 13th September. In the interim the role of Chief Executive (Acting) was advertised internally, and Mr. Brian Higgins, Director of Schools, Youth and Music, has been appointed to this role while the recruitment process for the new Chief Executive is completed by the CPSA. Following the interview process Mr. Brian Higgins nomination must be ratified by the LWETB Board.

Proposed: Cllr. Denis Leonard. **Seconded:** Cllr. Ken Glynn

2. Summary of Correspondence

2.1 IPB Nominee

IPB Insurance Member Engagement Forum 2024 and appointment of Nominee to IPB Insurance CLG.

It was agreed that Cllr. Pat O'Toole would continue to be LWETB's nominee to IPB.

Proposed: Cllr. Ken Glynn. **Seconded:** Mr. Colm Harte.

3. Committee Reports

3.1 Audit & Risk Committee

Report of the Meeting dated 26th April 2024.

Noted by the Board.

3.2 Finance Committee

None for this meeting.

3.3 Boards of Management

School Boards of Management

The following Staff and Parent Nominees were put forward for ratification:

Ardcoil Phadraig, Granard: Staff 1 - Daniel Byrne; Staff 2 - Nicola Tully.
Parent 1 - Bernie O'Reilly; Parent 2 - John Maguire.

Athlone Community College: Staff 1 - Gavin Beirne; Staff 2 - Eithne Dowling.
Parent 1 - Amy O'Connor; Parent 2 - Somesh Kumar.

Ballymahon Vocational School: Staff 1 - Enda Farrell; Staff 2 - Anne Tully.
Parent 1 - Sarah Walsh Motyl; Parent 2 - Martin Smith.

Castlepollard Community College: Staff 1 - Patrick Gilsean; Staff 2 - Aoife Smith.
Parent 1 - Lesley Fay; Parent 2 - Noel Morgan.

Columba College, Killucan: Staff 1 - Thomas Sheerin; Staff 2 - Helena Kennedy.
Parent 1 - Elaine McManus; Parent 2 - Billy Gough.

Lanesboro Community College: Staff 1 - Emmet Dolan; Staff 2 - Chloe Finnerty.
Parent 1 - Tina Dowd; Parent 2 - Sean Mimmagh.

Mullingar Community College: Staff 1 - Michael Reynolds; Staff 2 - Elaine O'Reilly.
Parent 1 - Michelle Roche; Parent 2 - Aaron Maloney.

Templemichael College, Longford: Staff 1 - Mark Hanley; Staff 2 - Meave McGarrity.
Parent 1 - Patricia Carrigy Brady; Parent 2 - Jim Bruen.

Sisters of Mercy nominees for Lanesboro Community College:

1. Fr. Turlough Baxter
2. Ms. Josephine O Donnell
3. To be confirmed.

Proposed: Cllr. John Dolan. **Seconded:** Cllr. Ken Glynn.

LWETB Board nominees to School Boards of Management

Nominees from LWETB Board to School Boards of Management:

Ardcoil Phadraig – Cllr. Padraig McNamara

Proposed: Cllr. Niall Gannon. **Seconded:** Cllr. Peggy Nolan

Athlone Community College – Cllr. John Dolan, Cllr. Frankie Keena, Mr. Mark Murphy, Ms. Olivia Callaghan

Proposed: Cllr. Denis Leonard. **Seconded:** Cllr. Ken Glynn.

Ballymahon Vocational School – Cllr. Pat O’Toole

Proposed: Cllr. Peggy Nolan. **Seconded:** Cllr. Ken Glynn.

Castlepollard Community College – Cllr. Alfie Devine, Mr. Donie Cassidy

Proposed: Cllr. Ken Glynn. **Seconded:** Cllr. Denis Leonard.

Columba College, Killucan – Cllr. Denis Leonard, Ms. Niamh Ginnell

Proposed: Cllr. Alfie Devine. **Seconded:** Cllr. Ken Glynn.

Lanesboro Community College – Mr. Colm Harte

Proposed: Cllr. Peggy Nolan. **Seconded:** Cllr. Frankie Keena.

Mullingar Community College – Cllr. Aoife Davitt, Cllr. Michael Dollard, Cllr. Ken Glynn.

Proposed: Cllr. Denis Leonard. **Seconded:** Cllr. Alfie Devine.

Templemichael College – Mr. Luke Casserly, Cllr. Peggy Nolan

Proposed: Cllr. Pat O’Toole. **Seconded:** Cllr. Padraig McNamara.

Castlepollard Community College – Ms. Niamh Ginnell

Proposed: Mr. Donie Cassidy. **Seconded:** Cllr. Alfie Devine.

Moate Community College - Cllr. John Dolan, Ms. Sheila Corcoran, Ms. Olivia Callaghan

Proposed: Cllr. Aoife Davitt. **Seconded:** Cllr. Pat O’Toole.

Moyne Community College – Mr. Colm Harte will remain on the BOM.

Moyne Community College – Ms. Liz Lavery

Proposed: Mr. Colm Harte. Seconded: Cllr. Denis Leonard.

Non-LWETB nominees to School Boards of Management:

Mullingar Community College – Ms. Fidelma Bennett

Proposed: Cllr. Denis Leonard. **Seconded:** Cllr. Ken Glynn.

Columba College, Killucan – Ms. Elizabeth Glennon

Proposed: Cllr. Denis Leonard. **Seconded:** Cllr. Alfie Devine

Lanesboro Community College – Mr. Willie Dennigan

Proposed: Mr. Colm Harte. **Seconded:** Cllr. Peggy Nolan

Ardscoil Phadraig, Granard – Cllr. Garry Murtagh.

Proposed: Cllr. Peggy Nolan. **Seconded:** Mr. Colm Harte.

Ballymahon Vocational School – Ms. Anne Lloyd

Proposed: Cllr. Pat O’Toole. **Seconded:** Cllr. Padraig McNamara.

Columba College, Killucan – Ms. Shauna Coyne

Proposed: Cllr. Frankie Keena. **Seconded:** Mr. Donie Cassidy.

Castlepollard Community College – Fr. Patrick Moore

Proposed: Mr. Donie Cassidy. **Seconded:** Mr. Alfie Devine

Templemichael College – Ms. Teresa Farrell

Proposed: Cllr. Peggy Nolan. **Seconded:** Cllr. Niall Gannon.

Moyne Community College – Cllr. Garry Murtagh

Proposed: Mr. Colm Harte. **Seconded:** Cllr. Niall Gannon.

3.4 Department of Education Inspectorate Reports

Templemichael College (April 2024)

Lanesboro Community College (June 2024)

Columba College, Killucan (September 2024).

Noted by the Board.

4. Policies

4.1 LWETB Draft Standing Orders

The draft Standing Orders were discussed. It was agreed that LWETB meetings would take place on the 3rd Tuesday of the month.

Proposed: Cllr. John Dolan. **Seconded:** Cllr. Alfie Devine.

4.2 LWETB Policies

LWETB Garda Vetting Policy – July 2024

LWETB Communications Policy – September 2024

LWETB Virus Malware Protection Policy – September 2024

Noted by the Board.

4.3 ETB Post Primary Board of Management Terms of Reference.

Proposed: Cllr. Pat O'Toole. **Seconded:** Cllr. Peggy Nolan.

5. Governance and Publications

5.1 LWETB Property Register

The Director of OSD, indicated that interim Board approval was sought and granted for the leases below in May and they are now being brought to the full Board for approval.

The three properties are: -

1. Pearse Street Mullingar, Further Education and Training Building – 20 years (break option after 10th year).
2. LWETB Head Office & FET (Combined), 1st Floor Marlinstown Business Park – 21 years (break option after 10th year).
3. 3 Additional FET Rooms on Ground Floor, Marlinstown Business Park – 5 years (break option after 3rd year).

Proposed: Cllr. Frankie Keena. **Seconded:** Cllr. Michael Dollard.

5.2 Circular Letters

Noted by the Board

5.3 Climate Action Roadmap 2024 – Final Draft

Noted by the Board

6. Chief Executives Report

6.1 Chief Executives Report

Finance Report

None for this meeting

While there was no report for this meeting the Chief Executive informed the meeting that the 2023 budget was resubmitted to SOLAS for funding in relation to the overspend for ESOL and Apprenticeships.

Director of OSD indicated that the Board of SOLAS asked that the overspend go before them, before the accounts are signed by the Chairperson. The letter will be signed off on by the Board of SOLAS.

HR Report

None for this meeting

Buildings Report

Noted by the Board

Risk Report

None for this meeting

General Updates

7. Members Business

7.1 Motions - None for this meeting

8. Any Other Business

8.2 Meeting Date

The Chairperson noted the date for next meeting is Tuesday, 22nd October 2024. This meeting will be held in Longford FET Campus at 6.30pm.

There being no further business the meeting concluded at 8.30pm.

Signature of Presiding Chairman:

Dated: 15th October 2024