

Minutes of LWETB Board Meeting			
Date:	Tuesday 21 st January 2025		
Time:	6.00 p.m.		
Venue:	Head Office, Block A, Marlinstown Business Park, Mullingar, Co. Westmeath and Online via MS Teams		
Attendance			
(Present: P, Apologies: AP, Absent: AB)			
Board Member		Board Member	
Ms. Olivia Callaghan	P	Cllr. Niall Gannon	P
Ms. Joanne Cosgrove	P	Cllr. Ken Glynn	P
Mr. Luke Casserly	P	Mr. Colm Harte	P
Mr. Donie Cassidy	AP	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	AP
Cllr. Alfie Devine	P	Cllr. Peggy Nolan	P
Cllr. John Dolan	P	Cllr. Pat O'Toole	P
Cllr. Michael Dollard	AP	Cllr. Emily Wallace	P
Also Present:			
Mr. Brian Higgins, Chief Executive (Acting)	P	Mr. Seamus Mohan, Director of SYM (Acting)	P
Mr. Charlie Mitchell, Director of OSD	P	Ms. Gabrielle Gilligan, Clerical Officer	P
Ms. Antonine Healy, Director of FET	AP		
1. Preliminary			
Chairperson, Cllr. Aoife Davitt opened the meeting by welcoming everyone present.			
1.1 Conflict of Interest Disclosure Form			
The Chairperson invited members to disclose any conflict of interest they might have. No conflict of interest was declared.			
1.2 Apologies / condolences / congratulations			
Apologies			
<ul style="list-style-type: none"> • Mr. Mark Murphy • Cllr. Michael Dollard • Mr. Donie Cassidy 			

Congratulations:

- **BT Young Scientist & Technology Exhibition 2025:**

- Athlone Community College

- Ayvin Lijo, Eoin Gately and Toomas Donohue won the Eli Lilly Award and came 3rd in the Intermediate Group Chemical, Physics and Mathematical Category. Title: *Using Hydrophobic Magnetic Nanoparticles for an Eco-friendly Oil Spill Cleanup Solution.*
 - Srinidhi Karthik won 1st place in the Intermediate Group Chemical, Physics and Mathematical Category. Title: *Lost, Found, and Optimised: A novel revised outlook on Bellman's Lost-in-a-Forest Problem.*
 - Thenuka Handurukande won SEAI Award and 1st place in the Junior Individual Technology Category. Title: *'A system to test and develop low-cost heat storage materials.'*
 - Sean Sibindhi was Highly Commended in the Senior Social and Behavioural Category. Title: *Resonance and Response: Psychoacoustics in Behavioural Conditioning.*
 - Niamh O'Reily, Aukse Viniunaite and Leah Maguire project title: *Breaking the Silence: Unravelling Menstrual Stigmas and Mood Mysteries.*
 - Mustapha Shitakha and Yuvraj Saini project was titled: *Illuminating The Future Using LIFI.*

- Lanesboro Community College

- Ronan Lyons was Highly Commended in the Social and Behavioural Sciences Category. Title: *Learning environments that LAST: An enquiry into student opinion on Light, Air quality, Space and Temperature in classrooms.*

- **Longford Post Primary Tech Awards on 11th December 2024:**

- Overall winners of Longford Post Primary Tech Championships were Robin Kearns and Emily Bolger, Ballymahon Vocational School, who created 'Spacelink', an innovative toy using Micro:bit technology to assist communication for non-verbal children and those with additional needs.
 - Runners Up were Gaspard Frette-Chambaud, Jonathan Tolle and Glenn Amoah, Templemichael College.
 - Microsoft Ireland Longford Award winners were Gaspard Frette-Chambaud, Jonathan Tolle and Glenn Amoah, Templemichael College.

- Most Innovative Project winner was Conrad Alcalde Bruquetas, Ballymahon Vocational School.
- Best Presented Project Award winners were Kuba Radkowski and Abdulakeem Busari, Templemichael College.
- Longford Climate Action Team Award winners were Mark McDonald and Tiarnán Connolly, Ballymahon Vocational School.
- Longford Senior Management Team Award winners were Cameron Wiltshire and Daisy Blaine, Ballymahon Vocational School.

1.3 Adoption of Minutes of 19th November 2024.

Proposed: Cllr. Pat O’Toole. **Seconded:** Cllr. John Dolan.

1.4 Matters arising from Minutes

Cllr. Denis Leonard requested an update regarding St. Peter’s Hospital, Castlepollard. Mr. Brian Higgins, Chief Executive (Acting), stated that there was a meeting with SOLAS last week at which they indicated that LWETB could write to them regarding same.

2. Summary of Correspondence

Chief Executive (Acting) gave a presentation on the changes to the Code of Practice for the Governance of Education and Training Boards 2024, Circular 0083/2024 issued November 2024.

Chairperson reminded members that IPA Governance Training Phase 2 is now available online as per the notification issued.

3. Committee Reports

3.1 Audit & Risk Committee

Report of Audit and Risk Committee meeting dated 6th December 2024.

Noted by the Board.

Terms of Reference for the Audit and Risk Committee, amended in line with the Code of Practice (Circular 0083/2024).

Proposed: Cllr. Denis Leonard. **Seconded:** Cllr. Frankie Keena.

3.2 Finance Committee

Report of the Finance Committee meeting dated 5th December 2024.

Noted by the Board.

Terms of Reference for the Finance Committee, amended in line with the Code of Practice (Circular 0083/2024).

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

3.3 Youth Work Committee:

None for this meeting.

3.4 Boards of Management:

None for this meeting.

3.5 Minutes of Board of Management Meetings

Ardcoil Phádraig, Granard, Board of Management

Minutes dated 14th June 2024

Minutes dated 19th September 2024.

Templemichael College Board of Management

Minutes dated 30th May 2024

Athlone Community College Board of Management

Minutes dated 24th October 2024

Minutes dated 19th November 2024

Columba College, Killucan, Board of Management

Minutes dated 7th October 2024

Castlepollard Community College, Board of Management

Minutes dated 3rd October 2024

Mullingar Community College, Board of Management

Minutes dated 24th October 2024

Minutes dated 26th November 2024

Emergency BoM meeting Minutes dated 4th December 2024

Noted by the Board.

4. Policies

4.1 LWETB Policies

- LWETB Encryption Policy
- LWETB Firewall Policy
- LWETB Access Control ICT Policy
- LWETB Outsourcing and Acquisition Policy
- LWETB Technology Acceptable Usage Policy
- LWETB Records Management Policy
- LWETB Code of Conduct of Staff Members
- LWETB Code of Conduct for Members
- LWETB Prevention and Resolution of Bullying at Work Policy

Noted by the Board.

5. Governance and Publications

5.1 Circular Letters

Noted by the Board

5.2 LWETB Property Register

Director of OSD indicated that the Board's approval is being sought for the following:

1. Ball Alley Lane, Athlone, Co. Westmeath – 3 year lease.

Proposed: Cllr. Pdraig MacNamara. **Seconded:** Mr. Colm Harte.

2. LWETB Horticulture Prefabs (two) based in walled garden area at Belvedere House & Gardens, Mullingar, Co. Westmeath. Agreement for use of the site for Horticulture classes.

Proposed: Cllr. Emily Wallace. **Seconded:** Cllr. Pat O'Toole.

3. Permission to engage in discussions with Longford County Council regarding their request to purchase a piece of land adjacent to Templemichael College (near Fire Service for a facility for the Civil Defence).

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

4. Permission to engage with OPW regarding LWETB taking possession of garages in the Connolly Campus, Longford.

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

5. Permission to engage with Longford County Council to acquire car parking space at Connolly Campus, Longford.

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

5.3 Statement of Internal Control

Director of OSD indicated that the Statement of Internal Control went to the Audit and Risk Committee on 10th January. Mr. Colm Harte who was at that meeting stated that the ARC had accepted the Statement of Internal Control.

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

5.4 LWETB Scholarship Scheme 2025

Chief Executive (Acting) indicated that we have the Scholarship Scheme for 2025, while this was originally a Gaeltacht grant it is now extended to include Modern Foreign Languages and ICT.

Proposed: Cllr. Pat O'Toole. **Seconded:** Cllr. Frankie Keena

6. Chief Executives Report

6.1 Chief Executives Report

Finance Report

Noted by the Board.

HR Report

Noted by the Board.

Buildings Report

Charlie Mitchell, Director of OSD gave a brief update regarding the Buildings Report.

Brian Higgins, Chief Executive (Acting), informed the meeting that LWETB's application regarding the lease of property at Pearse Street, Mullingar, has been turned down by DFHERIS.

Noted by the Board.

Risk Report

None for this meeting.

Climate Action Report

None for this meeting.

General Updates

None for this meeting.

7. Members Business

7.1 **Motions** - None for this meeting

8. Any Other Business

8.1 Any Other Business

None for this meeting.

8.2 Meeting Date

The Chairperson noted the date for next meeting is Tuesday 25th February, at 6.00p.m. The venue is to be confirmed.

There being no further business the meeting concluded at 7.15p.m.

Signature of Presiding Chairperson: _____

Dated: _____