

Minutes of LWETB Board Meeting			
Date:	Tuesday 20 th January 2026		
Time:	6.00. p.m.		
Venue:	Online and Head Office, Block A, Marlinstown Business Park, Mullingar, Co. Westmeath, N91 RW96.		
Attendance			
(Present: P, Apologies: AP, Absent: AB)			
Board Member		Board Member	
Ms. Olivia Callaghan	AP	Cllr. Niall Gannon	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. Padraig McNamara	P
Ms. Shauna Coyne	AP	Mr. Mark Murphy	P
Cllr Aoife Davitt	P	Cllr. Peggy Nolan	P
Cllr. Alfie Devine	P	Cllr. Pat O'Toole	P
Cllr. John Dolan	P	Cllr. Emily Wallace	AB
Cllr. Michael Dollard	AB		
Also Present:			
Ms. Siobhán Lynch, Chief Executive	P	Mr. Brian Higgins, Director of SYM	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 <u>Chairperson</u> 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"> • Ms. Olivia Callaghan. • Ms. Shauna Coyne. • Ms. Antonine Healy. 			

Congratulations:

Director of Schools, Youth and Music, Mr. Brian Higgins brought the attention of the board to LWETB's schools that entered the Stripe Young Scientist & Technology Exhibition 2026 (YSTE) and noted their excellent work and commended the students for how well they represented themselves and the schools. DSYM also shared video clips of the students speaking about their work. DYSM commended the students, their families, their teachers and the school for all the hard work that went in to bringing the work to the

Congratulations:

- Athlone Community College's (ACC) Srinidhi Karthik received a special award from Dublin City University (DCU) and took 1st Place in the Intermediate Individual Chemical, Physical & Mathematical Sciences category. Srinidhi's project was titled "Enduring Learning Dynamics: A Novel Approach to Analyse and Improve Forgetting and Alignment Drift in Machine Learning"
- Also representing ACC was Arditya Surendran with his project titled "Smarter Cancer Staging: Using Machine Learning to Find What Stage a Cancer is in."
- Lanesboro Community College's Ronan Lyons who won the Regeneron ISEF Award. His project was highly commended for his Senior technology category project "CAPILL: A Medicine Dispenser for People with Reduced Hand Mobility."
- Castlepollard Community College winners un the North Leinster Colleges Championship
- Ardscoil Phadraig, Granard, joined with Cnoc Mhuire, Granard (Granard Combined Schools) winners of North Leinster U16 Hurling Final.

1.3 Adoption of Minutes of 18th November 2025.

Proposed: Mr. Donie Cassidy. **Seconded:** Cllr. Niall Gannon.

1.4 Matters arising from Minutes

No matters arising

2. Information and Communication

2.1 Summary of Correspondence

Chairperson drew members attention to the Annual Declarations, which been sent out to all members for completion and return to Head Office as soon as possible.

3. Committee Reports

3.1 Audit & Risk Committee

Report of the meeting dated 10th October 2025.

Noted by the Board.

3.2 Finance Committee

Report of meeting dated 5th November 2025.

Noted by the Board.

3.3 Youth Work Committee:

None for this meeting.

3.4 Minutes of Board of Management Meetings

Cornamaddy Community National School – Minutes of meeting dated 8th October 2025

Mullingar Community College:

- Minutes of meeting dated 23rd October 2025
- Minutes of meeting dated 10th November 2025

Athlone Community College:

- Minutes of meeting dated 5th November 2025
- Minutes of meeting dated 4th December 2025

Noted by the Board.

4. Policies

4.1 LWETB Policies

- LWETB Risk Management Policy.

Proposed: Cllr. Pat O’Toole. **Seconded:** Cllr. Alfie Devine.

- LWETB CCTV Policy 2025.
- LWETB ICT Security Framework Policy 2025.
- LWETB Mobile Phone Usage Policy 2025.
- LWETB Third Party Access to ICT Systems Resources Policy 2025
- LWETB VPN Acceptable Usage Policy 2025.

Noted by the Board.

5. Governance and Publications

5.1 Circular Letters

Chief Executive drew members attention to the listed circular letters.

Noted by the Board

5.2 LWETB Scholarship Scheme 2026

Director of Schools, Youth and Music (DSYM) sought an increase to keep pace with inflation The scheme has been broadened in recent years to include Modern Foreign Languages and Technology, also it now includes programmes offered during the October mid-term.

Proposed: Cllr. John Dolan. **Seconded:** Cllr. Peggy Nolan.

5.3 LWETB’s Statement of Internal Control

Director of Organisation, Support and Development (DOSD) indicated that this is in process currently and will be brought to the Board in March.

Noted by the Board

5.4 LWETB NTMA Proposal

DOSD - following the request to the Board’s November meeting, from the Finance Committee, the Finance department have drawn up the report now before the Board, regarding deposit interest for surplus ETB funds. The proposal before the board, “After consideration of the advantages, risks and mitigations outlined in this report the Board approves the placement of monies on deposit with the National Treasure Management Agency (NTMA) in the form of central treasury notes.”

Proposed: Mr. Donie Cassidy. **Seconded:** Mr. Colm Harte.

6. Chief Executives Report

6.1 Director of Schools, Youth and Music Report

DSYM Report – provided an update on:

- **Schools entries to Stripe Young Scientist & Technology Exhibition**
- **All Stars Sports Day Event.**
- **Teaching and Learning and Leading the Schools.**
- **Boards of Management training – ETBI finalising materials.**
- **Student Competitions – Sport, Art and STEM**

Noted by the Board.

6.2 Director of Organisation, Support and Development

DOSD Report – provided an update

Finance Report

Noted by the Board.

Buildings Report

Noted by the Board.

Risk Report

Noted by the Board.

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 24th February 2026 at 6pm. This meeting will be held online via MS Teams.

There being no further business the meeting concluded at 7.35p.m.

Signature of Presiding Chairperson: _____

Dated: 24/02/2026