



BORD OIDEACHAIS
AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION
AND TRAINING BOARD



ANNUAL REPORT 2016

Kerry Education and Training Board



Ireland's European Structural and
Investment Funds Programmes
2014-2020

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WELCOME BY AN CATHAOIRLEACH

As Chairperson of Kerry Education and Training Board (Kerry ETB) I am delighted to welcome you to the 2016 Annual Report. This annual report has been developed in accordance with Section 28 of the Education and Training Boards Act 2013 and Section 18 of the Code of Governance of Education and Training Boards.



The annual report provides an overview of the broad range of activities and achievements in our Schools, Youth and Further Education and Training Centres in 2016.

A very special feature of this year has been the national and local celebration of the Centenary of 1916. On 7th March our Schools attended the National Flag Presentation Ceremony in Croke Park. Over 250 students attended the Kerry ETB 1916 Commemoration Event on Tuesday April 12th. At this event students presented their original work in creative writing, public speaking, film, music composition, drama, poetry and visual art.

The General Secretary, DES and an Assistant General Secretary, visited Kerry ETB on Friday 29th April 2016. The visit commenced with a tour of Head Office where they met with each Department and got an insight into the operation of the ETB administration and staff had an opportunity to highlight their priorities. They also visited Coláiste Gleann Lí Post Primary School, Kerry College of Further Education and the Kerry ETB Training Centre where they met with management and staff. This was an important visit for Kerry ETB and provided an opportunity for the ETB to outline in broad terms its plans, priorities, challenges, opportunities etc.

In September 2016, Kerry ETB hosted the national ETBI Conference in Killarney, where some of the winners from the 1916 Commemoration Event performed in front of a national audience of representatives from ETBs across the country.

I wish to take this opportunity to thank my Deputy Chairperson, Mr. Terry O'Brien, all the Board Members, Members of the Audit and Finance Committees and Boards of Management for all their assistance in 2016.

To conclude, I would like to thank the Chief Executive Officer, the Directors and all the staff for their commitment to the on-going development and enhancement of the organisations activities and future capacity in delivering education and training to the highest standard across the County we serve.

Cllr. Jim Finucane
An Cathaoirleach

FOREWORD BY THE CHIEF EXECUTIVE OFFICER

The Kerry ETB annual report provides the organisation with an opportunity to reflect on the comprehensive range of services provided by our post-primary schools, further education and training centres, youth work and in co-operation with other agencies and community groups to deliver programmes catering to the diverse needs of the local communities across Kerry. This Annual Report also addressed the related corporate governance and financial aspects of the work of the ETB during 2016.



2016 was a year of change and the national organisational design process resulted in a revised senior administrative structure for ETBs. For Kerry ETB this revised structure included the approval of three Director posts - Director of Schools, Director of Further Education and Training and a Director of Organisational Support and Development. The approval of the new senior management team structure was welcome and provided the structure for the organisation of our education and training services under the following three pillars:

- Schools, Youth and Music
- Further Education and Training
- Organisational Support and Development

With Ms Ann O'Dwyer, as Director of Schools, Youth and Music, the appointment of Mr. Owen O'Donnell as the Director of Further Education & Training (FET) and Maria Brennan as Director of Organisational Support and Development (OS&D) completes the new senior management team. The new senior management team structure provides the opportunity for to the sharing of responsibilities across the organisations three pillar areas.

There were many noteworthy developments across the organisation in 2016 in all areas of education and training service delivery. Given the level of change since the establishment of the ETB in 2013, towards the end of 2016 the need for the development of a five-year strategy statement for the ETB came into focus as a key priority for 2017.

I wish to express my appreciation to the Kerry ETB Chairperson, Mr. Jim Finucane for his active co-operation and support in promoting the activities of the organisation and to all the members of the Board for their commitment and support in 2016. I also wish to thank the members of our Boards of Management, Parents' and Students' Forums for giving so generously of their time and their valuable contribution to Kerry ETB.

During 2016 we had a number of staff who retired from their positions, I wish thank them for their commitment and dedication to the organisation and wish them healthy and happy retirements. The organisation's greatest asset is our staff and I thank all our all staff in Head Office, our schools and centres for ensuring another successful year for Kerry ETB.

We look forward with confidence to the continued development of Kerry ETB in 2017.

Colm Mc Evoy
Chief Executive Officer

KERRY EDUCATION AND TRAINING BOARD MEMBERS

The following served as members of Kerry ETB in 2016:

Local Representatives	Cllr. John Brassil*
	Cllr. Séamus Cosáí Fitzgerald
	Cllr. Jim Finucane
	Cllr. Norma Foley
	Cllr. Norma Moriarty
	Cllr. Terry O'Brien
	Cllr. Damien Quigg
	Cllr. Michael Cahill
	Cllr. Toiréasa Ferris
	Cllr. John Francis Flynn
	Cllr. Jimmy Moloney
	Cllr. Dianne Nolan
	Cllr. Aoife Thornton
Staff Representatives	Mr. Leonard O'Donnell (RIP)
	Ms. Maryanne Slattery
Parent Representatives	Ms. Debbie Brosnan**
	Mr. Hugh O'Connell
	Ms. Francisce Walsh
Bodies Representatives Schedule 30(11) ETB Act 2013	Fr. Ger Godley
	Ms. Mary McGillicuddy
	Ms. Maria O'Gorman
	Ms. Brid McElligott
	Mr. Eugene Moriarty

*Cllr. John Brassil resigned following his election as a TD

**Ms. Debbie Brosnan - Parental Representative change

SECTION 1: KERRY EDUCATION AND TRAINING BOARD MISSION STATEMENT AND CORE VALUES

KERRY ETB MISSION STATEMENT

To create and promote the development of a lifelong learning society in Kerry, so that all who live in Kerry have access to the education and training required to fulfil their potential and to meet their personal, social, cultural, economic and civic needs.

KERRY ETB CORE VALUES

Our core values centre on ensuring that every person has a right to access education and training opportunities to realise their potential. These values are Respect, Quality, Equality, Inclusion and Learning.



SECTION 2: EDUCATION AND TRAINING SERVICES REPORT

POST PRIMARY SCHOOLS AND YOUTH

Kerry ETB has eight Post Primary schools. Mainstream Enrolments in Kerry ETB schools for 2016 were as follows:

2015/16 - Total Post Primary: 2,421
2016/17 - Total Post Primary: 2,415

KERRY ETB DEVELOPING SCHOOLS ENRICHING LEARNING (DSEL) INITIATIVE

2016 was a very successful year for Kerry ETB's DSEL Initiative. Kerry ETB together with the Professional Development for Teachers (PDST), Junior Cycle for Teachers (JCT), National Behaviour Support Service (NBSS) and School Management have continued to provide a comprehensive programme of Continuous Professional Development (CPD) and support for teachers, Special Needs Assistants (SNAs) and School Management themselves.

SCHOOL MANAGEMENT

Principals and Deputy Principals participated in CPD on Reflective Practice for Effective Leadership. This experiential programme is provided by Social and Health Education Programme (SHEP). Management put a very high value on reflective practice and are interested in continuing this initiative for future years. In 2016, a number of additional workshops took place on the various aspects of planning for the new Junior Cycle to ensure that schools are fully supported in its effective implementation.

INSTRUCTIONAL LEADERSHIP

Cohort 9 of the ETBI Instructional Leadership (IL) Programme took place in Carlow in autumn 2016. There was a large Kerry ETB attendance. The feedback has been very positive as always and it was wonderful to see such a variety of methodologies and strategies being used across the schools. Subject and Whole School Evaluations (WSE) are acknowledging the good, very good and exemplary quality of teaching and learning in Kerry ETB classrooms. The model of sharing knowledge through Teaching and Learning Committees in schools and in the Kerry ETB Teaching and Learning Committee, was acknowledged as a very positive development.

BATTELLE DSEL ON-LINE TRAINING - PLACING STUDENTS AT THE CENTRE OF LEARNING

Kerry ETB was delighted to be in a position this academic year to roll out CPD to meet teachers' needs where it is possible to complete the training on-line, anytime and anywhere. The training which was developed in Ohio is evidence informed and fits in very well with DES SSE and WSE requirements, New Junior Cycle Well-being curriculum and also the Kerry ETB DSEL Priorities. Head Office staff worked with colleagues from Limerick and Clare ETB in late August to complete a three day training programme on Battelle. On their return to Kerry, a programme of training was put in place for school management and Leaders of Learning in schools. The feedback to date has been very positive. Teachers appreciate that they can do DSEL on-Line training during their Croke Park hours in collaboration with Subject Department members and also the fact that a certificate of completion is available after 1 to 2 hours 'seat time'. Resources are readily available on the site for areas highlighted for further study and the opportunity to hear the student voice is very welcome. Teachers have noted the enormous value of the

Student Experience Survey which covers areas of Student Hope, Belonging, Engagement and Classroom Management and the importance of Formative Instructional Practices.

WELLBEING

Kerry ETB staff had the great pleasure of working with the Junior Cycle Team on the newly published Wellbeing Guidelines in 2016. From September 2017 Wellbeing will incorporate learning traditionally included in PE, SPHE, Guidance and CSPE. The Management Teams were taken through timetabling possibilities. Up to 400 hours will be available for learning in the area of Wellbeing commencing with a minimum of 300 hours of timetabled engagement from September 2017, moving to the full complement of time as the new Junior Cycle is fully implemented in schools. Throughout this school year the DSEL Programme included the following areas of in-service focused on work central to student well-being, Check and Connect, ALERT, SafeTALK, Friends for Life, My Friend Youth, Mindfulness and Lockers Training to name a few areas of in-service provided.

STUDENT SUPPORT CARE TEAMS

The model of student support and care was further developed in schools across the scheme this year. With the support of the NBSS Principal of St Laurence O'Toole School, Loughlinstown, who visited Kerry in October and shared the learning from his school with Principals. St Laurence O'Toole which is a DEIS school operates an In/Out system in conjunction with Alert and Check and Connect programmes. The simplicity and effectiveness of the In/Out system in terms of support, recording, monitoring and evaluation of supports put in place is most impressive. The model is applicable across all sectors and has been widely praised in Kerry ETB schools. It is totally in keeping with the newly published Well-being Guidelines and is making a difference to our students on their education journey. A number of Kerry ETB staff travelled to St. Laurence O'Toole School in April where they were met with a very warm welcome and a generosity of spirit and resources.

The NEPS Friends for Life training also held in April was excellent and on further implementation in our schools will be of enormous benefit to our students and teachers as part of the new JC Wellbeing Programme. The enhancement of the Care Team model of support for our students has been a very positive development this school year and will be a key priority for DSEL in 2017/2018.

CHECK AND CONNECT

Check and Connect Training was delivered by NBSS across a number of our schools this year. The programme has been well received and is running very effectively in our schools. The arranged meetings between students and an appointed teacher are making a real difference to the lives of the students involved and fit seamlessly with Junior Cycle Wellbeing Guidelines.

ALERT TRAINING

Teachers from schools across the scheme attended Alert Training run by NBSS in conjunction with staff from Trinity College for two days in February. The sessions took place in Charleville and afforded our staff the opportunity to meet with teachers from neighbouring counties. Alert is an excellent programme where students are trained and supported to self-regulate. The materials and resources provided to us were excellent.

LOCKERS TRAINING

PDST worked with School Management, Guidance Counsellors, Care Team members and SPHE teachers on the newly developed Lockers Programme which provides information and

resources for schools around the Sharing of Explicit Self-Generated Images. The training was excellent and many schools have updated their policy documents in line with requirements.

MINDFULNESS

SEN teachers and SNAs had the opportunity of working on Mindfulness this year. The sessions were excellent and both teachers and SNAs were equipped with the necessary skills to work with students to manage their stress and while doing so manage their own stress and show themselves compassion.

NEW TEACHER INDUCTION

NBSS worked with newly appointed teachers on 18th October 2016. Best practice and the Positive Classroom were the topics covered on that evening. The new staff were taken through Teaching Council publications and the Code of Professional Conduct for Teachers and Microsoft 365 for Teaching and Learning at their second meeting. Kerry ETB teachers worked with the new teachers on the Battelle DSEL on Line programme for two sessions. The teachers shared positive experiences of the Battelle Student Experience Survey and spoke very highly of the modules they had completed themselves and the vast range of resources available on the Battelle site.

GAEILGE

Gaeilge teachers had the pleasure of working with PDST and Kerry ETB's Gaeilge Officer this school year. Topics covered included Ceol agus Ceapadoireacht - using sounds to inspire students to write a short story. The Gaeilge Officer shared the work developed on Irish language acquisition. The focus was kept again this year on Technology, with teachers using Quizlet/Padlet and Kahoot. Teachers were supported in sharing their plans on Microsoft 365. Working on Subject Department Plans collaboratively was of great benefit to all.

HOME ECONOMICS

Home Economics teachers met with the Leadership and Development Officer of LCETB this year and worked on the NCCA Consultation on Home Economics. They were delighted with the opportunity to work together to inform the NCCA Home Economics Curriculum. Teachers also had an opportunity to share wisdom on requirements for DES projects and practical exams.

ART

Art teachers met this year for a Teach Meet for the first time. Microsoft 365 has been a powerful resource and support in teaching Art.

ANIMATION

Kerry ETB Art teachers worked with an animation expert in early autumn for a day on Animation. Teachers left the session with the necessary skills to work on animation back in their schools.

MODERN FOREIGN LANGUAGES

Modern Foreign language teachers attended a session this year with PDST on Fostering Empathy and Compassionate action in the Classroom. The consensus from the teachers in attendance was that the challenge of trying to learn a foreign language helps foster empathy towards foreigners and others who may have a language disability. Empathic skills are built through teaching students to name feelings in the foreign language, listening to others, co-operating and collaborating, role playing, storytelling and empathic dialogue.

ORAL LANGUAGE EXAMS AT JUNIOR CYCLE

The Oral Examinations at Junior Cycle have gone from strength to strength. Gaelge, French and Spanish were examined this year. Students and teachers appreciate the opportunity of Oral Exams at Junior Cycle as students going into Leaving Certificate Oral exams are more confident.

TRANSITION YEAR (TY)

TY Co-ordinators met with PDST this year and worked on the newly developed PDST TY Co-ordinators booklet. The teachers are finding the resource very useful and are delighted to have PDST on board to visit schools and meet with staff. The networking and collaboration between teachers has been powerful.

SPECIAL EDUCATION NEEDS (SEN)

Kerry ETB SEN Teachers shared their positive experience and learning from recent Whole School Evaluations and Subject Inspections at the SEN Teach Meet. The recommendations given by DES Inspectorate have been of enormous help to SEN Departments in their planning and delivery. 2016 has been a time of change with the arrival of the New Model for Allocating Teaching Resources to Mainstream Schools to Support Pupils with SEN and the new Guidelines for applying for Reasonable Accommodations at 2017 Certificate Examinations. The Teach Meets and collaborations between colleagues helped greatly in processing the information and requirements. The teachers really enjoyed the session on Self-Care and Mindfulness. The importance of managing their own stress in order to support students to manage their stress was highlighted on the day.

SPECIAL NEEDS ASSISTANT (SNA) TRAINING

Our SNAs across the scheme had a varied programme of in-service this year. Training was provided on Medical Matters, on Therapeutic Crisis Intervention. TUSLA gave an input on Child Protection Guidelines.

JUNIOR CERTIFICATE - LEVEL TWO LEARNING PROGRAMME (L2LP)

SEN teachers, Principals and Deputies met with JCT this year to look at the new JCT L2LPs which are available to students with low, moderate or high Intellectual Disabilities. The group reviewed the five Priority Learning Units (PLUs) at the heart of every L2LP. The five PLU's are Communication and Literacy, Numeracy, Personal Care, Living in a Community and Preparing for Work. The programme prepares students for the opportunities, responsibilities and experiences of adult and working life and lifelong learning.

STUDENT FORUM

The Forum met three times this year and shared their experiences across the schools. Students are involved in making contributions to Policy Development and review and have made great strides with Healthy Eating in canteens. The students are promoting exercise and fitness among their peers and teachers.

ICT

The goal of the Digital Schools Project is to enhance collaboration between teachers, and between teachers and students, leveraging cloud technologies (Office365) to support active learning methodologies (Instructional Leadership) enabling teachers and students to review content outside of the school building and ensuring our students have cutting edge digital skills.

A team of teachers in each school support the other teachers and students. This school year Office365 accounts were set up for students in all eight Kerry ETB schools. Students received instruction on how to use Office365 tools within their computer classes. In some of our schools all students are actively using their accounts while in other schools it is limited to particular years. OneNote is being utilised by subject departments and in classroom settings in a number of Kerry ETB schools. SharePoint and OneNote notebooks are being used to share information between staff, for example all documents relating to Principals meetings, minutes, agenda and any documentation are stored in a shared OneNote notebook to which all Principals are connected.

A Community of Practice group was established this year and two meetings were held to share good practice and to plan for a Junior Cycle Digital Literacy short course, which all eight schools plan to deliver. Coding was taught in four schools and some schools are planning to deliver the Junior Cycle short course in Coding.

Training sessions took place on OneNote, Office Mix (creating video tutorials for students) email, calendar, SharePoint and OneDrive (both types of cloud storage) and teachers have started to take a leadership role in providing this training to their colleagues in their schools.

We have also trialled Wireless Projection in some schools, where teachers can control the common screen in the room from their device while walking around the classroom supporting students, which has been a success and we intend to make this available to more teachers in all eight schools in 2017.

MATHS

A Maths COP was established this year and two meetings were held. Training took place on lesson design, gamification and GeoGebra and was facilitated by the DES Maths Development team.

POST PRIMARY SCHOOL PROFILES

	Castleisland Community College, Castleisland Co. Kerry. Tel: 066 7141196; Email: info@castleislandcc.com; Website: www.castleislandcc.ie	
	Principal: Ms. Carmel Kelly	Deputy Principal: Ms. Theresa Lonergan
	BOM Chairperson: Mr. Hugh O'Connell	
	Enrolments 2015/2016: 260	Enrolments 2016/2017: 231

	Causeway Comprehensive School, Causeway, Co. Kerry Tel: 066 7131197; Email: admin@causeway.ie; Website: www.causewaycs.ie	
	Principal: Mr. Cathal Fitzgerald	Deputy Principal: Ms. Ann Marie Hassett
	BOM Chairperson: Mr. John Brassil/Ms. Aoife Thornton	
	Enrolments 2015/2016: 556	Enrolments 2016/2017: 521

	Coláiste Gleann Lí, Clash, Tralee, Co. Kerry Tel: 066 7122552; Email: office@gleannli.ie; Website: www.gleannli.ie	
	Deputy Principal in Charge: Mr. Richard Lawlor	
	BOM Chairperson: Cllr. Terry O'Brien	
	Enrolments 2015/2016: 125	Enrolments 2016/2017: 147

	Coláiste na Ríochta, Listowel, Co. Kerry. Tel: 068 21023; Email: principal@colaistenariochta.ie; Website: www.colaistenariochta.ie	
	Principal: Mr. Stephen Goulding	Deputy Principal: Ms. Eva Enright / Ms. Iseult Glynn
	BOM Chairperson: Mr. Dick Carmody	
	Enrolments 2015/2016: 56	Enrolments 2016/2017: 62

	Colaiste na Sceilge, Caherciveen, Co. Kerry Tel: 066 9473335; Email: info@colaistenasceilge.ie; Website: www.colaistenasceilge.ie	
	Principal: Mr. John O'Connor	Deputy Principal: Ms. Ann Marie Killen
	BOM Chairperson: Mr. Liam McGill	
	Enrolments 2015/2016: 486	Enrolments 2016/2017: 462

	Gaelcholáiste Chiarraí, Tobar Mhaigh Dor, Trá Lí, Co. Chiarraí. Fón: 066 7121650; Ríomhphost: eolas@gcchiarrai.ie; Suíomh idirlín: www.gcchiarrai.ie	
	Príomhoide: Mr. Austin Ó Seachnasaigh	Leasphríomhoide: Mr. Ruairí Ó Cinnéide
	Cathaoirleach BB: Mr. Tomás Ó Conchúir	
	Rolla 2015/2016: 325	Rolla 2016/2017: 359

	Killarney Community College, New Road, Killarney, Co. Kerry. Tel: 064 6632164; Email: kcccom@iol.ie; Website: www.killarneycc.ie	
	Principal: Ms. Fiona O'Brien/ Ms. Stella Loughnane	Deputy Principal: Ms. Stella Loughnane/ Ms. Eilish O'Leary
	BOM Chairperson: Ms. Mary McGillicuddy	
	Enrolments 2015/2016: 384 PLC: 14	Enrolments 2016/2017: 375 PLC: 20

	Killorglin Community College, Killorglin, Co. Kerry. Tel: 066 9761168; Email: info@killorglincc.ie; Website: www.killorglincc.ie	
	Principal: Mr. Con Moynihan	Deputy Principal: Mr. Donal O'Reilly
	BOM Chairperson: Mr. Emmett Spring	
	Enrolments 2015/2016: 229	Enrolments 2016/2017: 258

YOUTH WORK

Youth Work Officer: Ms. Miriam Galvin
 Killorglin Community College, Langford Street, Killorglin, Co. Kerry.
 Tel: 066 7193900
 Email: mgalvin@kerryetb.ie
 Website: www.kerryetb.ie

The Youth Work sector actively works with young people outside, yet alongside, the formal education sector. Youth Work is defined as:

“A planned programme of education designed for the purpose of aiding and enhancing the personal and social development of young persons through their voluntary participation, and which is–

- (a) Complementary to their formal, academic or vocational education and training; and
- (b) Provided primarily by voluntary youth work organisations.”
 (Youth Work Act, 2001, Section 3)

Main funding source & reporting to Department of Children and Youth Affairs

DCYA Local Youth Club Grant Scheme 2016-Average Grant per club/group €632

Summary of groups funded by Kerry ETB	NYCI members	Non-NYCI members	Total
Groups in organisations funded by Youth Service Grant Scheme	47	0	47
Groups in organisations not funded by Youth Service Grant Scheme	0	5	5
Totals	47	5	52

Total number of young people involved	2,509
Total number of volunteer leaders	659
Total amount spent on grants	€33,438
Training	€2,421

DCYA 2016 Funding

Grant Name/Type	Funding/Grant Value	Awarded to/Grantee
DCYA Special Project for Youth (SPY)	€56,562	KDYS Killarney
DCYA Special Project for Youth	€83,615	KDYS Listowel
DCYA Special Project for Youth	€76,517	KDYS Castleisland
DCYA Special Project for Youth	€177,729	KDYS Tralee
DCYA Youth Information Centre (YIC)	€110,167	YIC Tralee & Killarney
DCYA Capital One (Equipment Grant)	€19,899	KDYS Tralee
DCYA Capital One	€ 7,675	KDYS Listowel
DCYA Capital One	€18,676	KDYS Castleisland
DCYA Capital Two (Structural Works)	€50,001	KDYS Tralee
DCYA Local Youth Club Grant Scheme	€35,910	Youth Clubs and Youth groups

FURTHER EDUCATION AND TRAINING (FET)

In 2016 Kerry ETB welcomed the appointment of the Director of Further Education and Training, Mr. Owen O'Donnell. This appointment will assist Kerry ETB in embedding the significant changes the FET sector has experienced over recent years and enable the further integration of the former SOLAS Training Provision. In 2016 we provided FET programmes across the County to 12,743 learners.

FURTHER EDUCATION AND TRAINING PROGRAMMES AND SUPPORTS 2016

- Adult Basic Education (Literacy)
- Apprenticeship Training
- Blended Training
- Bridging and Foundation Training
- Back to Education Initiative (BTEI)
- Community Education
- Community Training Centres
- ESOL
- Evening Training
- Night Class Programme
- ITABE
- PLC
- Specialist Training Providers
- Specific Skills Training
- Youthreach
- VTOS
- Traineeship Training
- Kerry Adult Guidance & Information Service (KAGIS)

FURTHER EDUCATION AND TRAINING KEY STATISTICS 2016

FET PROVISION IN 2016		Estimate of Inputs in 2016				Estimate of Outputs in 2016			
		Number of Beneficiaries		Funding		Retention	Completion	Accreditation	
Provider	Provision Type	Enrolled/ Started on 1st January 2016	Starting Courses During 2016	Beneficiaries of FET Provision in 2016	Funding for FET Provision in 2016	*Percentage of starters retained on their course during 2016	*Percentage of retained learners/ beneficiaries scheduled to finish courses in 2016	*Accreditation rate for learners/ beneficiaries completing courses in 2016	
Kerry ETB	Full Time	1,565	2,353	3,918	€17,817,597	98.13%	50.08%	74.90%	
	Part Time	1,404	2,104	3,508	€2,970,224	94.82%	98.29%	52.02%	
	Community Education	0	2,310	2,310	€418,000	100.00%	100.00%	0.00%	
	ETB FET Operational Costs including Guidance Services					€3,854,179			
			2,969	6,767	9,736	€25,060,000			

*Extracted from the SOLAS Service Plan 2016

KERRY ETB PLANNED AND ACTUAL BENEFICIARIES 2016

Programme	Planned Beneficiaries	Actual Beneficiaries
Adult Basic Education (Literacy)	875	1,546
Apprenticeship Training	288	300
Blended Training	14	14
Bridging and Foundation Training	101	133
Back to Education Initiative (BTEI)	1,230	2,442
Community Education	2,310	3,192
Community Training Centres	68	66
ESOL	235	501
Evening Training	927	936
ITABE	45	24
PLC	1,569	1,483
FET Co-operation hours	79	80
Refugee Resettlement	58	70
Specialist Training Providers	156	179
Specific Skills Training	821	838
Youthreach	249	224
VTOS	341	298
Traineeship Training	289	274
Voluntary Literacy Tuition	59	143
TOTAL	9,714	12,743

KERRY ETB TRAINING CENTRE 2016

The Kerry ETB Training Centre provides full, part-time and evening courses in areas such as Information Communication Technology, Media, Renewable Energy, Healthcare, Construction and Engineering.

	Kerry ETB Training Centre Monavalley Industrial Estate, Tralee, Co. Kerry. Tel: 066 7126444 Email: training@kerryetbtrainingcentre.ie Website: www.kerryetbtrainingcentre.ie	
	Manager:	Mr. Owen O'Donnell/ Ms. Nora O'Callaghan
	Assistant Manager:	Ms. Nora O'Callaghan/Mr. Christy Enright
	Beneficiaries:	Circa 2,650
	Programmes: Adult Day Courses: Traineeships; Apprenticeships; Evening/Night Courses; Community Training New Course: Fibre Installation Technician Carpentry & Joinery Apprenticeship reinstated	

POST LEAVING CERTIFICATE (PLC) PROGRAMME

A PLC course is a one or two year full time day course running from September to May and is certified by Quality and Qualifications Ireland (QQI formerly FETAC). These courses are not only open to students who have just completed the Leaving Certificate, but also to any person wishing to return to Further Education. Kerry ETB provides PLC programmes from four colleges.

	Kerry College of Further Education (KCFE) Clash, Tralee, Co. Kerry. Tel: 066 7121741 Email: info@kerryfe.ie Website: www.kerryfe.ie	
	Acting Principal:	Ms. Carmel Kelly
	Programmes: 25 full-time Level 5 6 full-time Level 6	Accounting Technician, Business Management, Office Administration, Security, Computer Science, Multimedia, Beauty Therapy, Nursing, Childcare, Social Studies, Hospitality, Sports and Recreation, Veterinary Assistant, Engineering, Construction, Furniture Design, Art, Craft and Design
	North Kerry College of Further Education (NKCFE) Listowel, Co. Kerry. Tel: 068 21023 Email: info@northkerrycollege.ie Website: www.northkerrycollege.ie	
	Principal:	Mr. Stephen Goulding
	Deputy Principal:	Ms. Eva Enright/Ms. Iseult Glynn
	Programmes:	Animal Care, Art, Business, Childcare, Construction, Cultural & Heritage, Engineering, Food Science, Hairdressing, Healthcare, Horsemanship, Nursing, Office Administration, Music Technology, Science, Software Development, Sports & Recreation
	Coláiste na Sceilge Caherciveen, Co. Kerry. Tel: 066 9473335 Email: info@colaistenasceilge.ie Website: www.colaistenasceilge.ie	
	Principal:	Mr. John O'Connor
	Deputy Principal:	Ms. Ann Marie Killen
	Programmes:	Sports, Recreation and Exercise QQI Award Level 5 Tourism with Business QQI Award Level 6



KILLARNEY
COMMUNITY COLLEGE

Killarney Community College
New Road, Killarney, Co. Kerry.

Tel: 064 6632164

Email: kcccom@iol.ie

Website: www.killarneycommunitycollege.ie

Principal:

Ms. Fiona O'Brien/Ms. Stella Loughnane

Deputy Principal:

Ms. Stella Loughnane/Ms. Eilish O'Leary

Programmes:

Office Administration QQI Award Level 5 & QQI
Award Level 6 Component Certificate

VOCATIONAL TRAINING OPPORTUNITIES SCHEME (VTOS) & YOUTHREACH CENTRES

Vocational Training Opportunities Schemes (VTOS) give unemployed adults the opportunity to return to full time education without losing their Social Welfare benefits. The VTOS scheme provides a range of courses to meet the education and training needs of unemployed people. It gives participants opportunities to improve their general level of education, gain certification, develop their skills and prepare for employment/self-employment and further education and training. Kerry ETB has four VTOS Centres.

VTOS Key Statistics 2016

Certification
➤ approx. 67% achieved Major Awards
➤ approx. 32% achieved Component Awards
Progression
➤ approx. 26% went to FE/HE
➤ approx. 31% went on to paid employment of some kind as a total category
➤ approx. 23% went on to scheme employment



Killarney VTOS

1st Floor, Ivy House, New Street Car Park, Killarney, Co. Kerry.

Tel: 064 6637757

Email: killarneyvtos@eircom.net

Website: www.killarneyvtos.ie

Co-Ordinator:

Ms. Mary O'Connor

Highlights:

In 2016, Killarney VTOS focused on the importance of positive mental health and became more active in this area with the AMBER flag initiative. The awarding of the AMBER FLAG to organisations, who participate, is for recognition of the effort and commitment put into creating greater understanding and awareness of mental health issues. It was developed by Suicide Aware and involves people of all ages in developing and taking part in activities that promote positive mental health.



South Kerry VTOS & Youthreach

The Lodge, Market Street, Killorglin, Co. Kerry.

Tel: 066 9762748

Email: vtossouthkerry@eircom.net

Website: www.kerryetb.ie/programmes_fulltime

Co-Ordinator:

Mr. Joe Brennan

Highlights:

In March, South Kerry VTOS/YR undertook the Centre Evaluation and Improvement Plan (CEIP) process which gave a chance to evaluate the programme as a team and to seek feedback from local schools, youth centre, current and former students.

Killorglin and Tralee students completed creative writing projects as part of their communications course, some students were involved in the Kfest Arts Exhibition.

	Tralee VTOS Teach an Eolas, Clash, Tralee, Co. Kerry. Tel: 066 7121041 Email: traleevtos@eircom.net Website: www.traleevtos.ie	
	Co-Ordinators:	Mr. Jim Crowley and Ms. Mary Sheehy
Highlights: Tralee VTOS opened its doors to new first year QQI Level 3 & 4 and Leaving Cert students while also welcoming back second year students. An Awards lunch was hosted on the 23 rd of September and all students received Certificates in honour of their achievements in the Leaving Certificate, QQI Level 4 and QQI Level 5.		

	Listowel VTOS Listowel Community College, Clieveragh, Listowel, Co. Kerry. Tel: 068 21023 Email: vtos@northkerrycollege.ie Website: www.northkerrycollege.ie	
	Co-Ordinator:	Ms. Rena Liston
Highlights: Level 3 and Level 4 Entrepreneurial class students employed their entrepreneurial skills in raising funds for charity.		

ADULT EDUCATION CENTRES

Kerry ETB has four Adult Education Centres located strategically across the County, providing courses to meet the needs of learners from QQI Level 1 - 6. These Adult Education Centres provide a comprehensive Programme of FET courses for learners. Provision includes:

- Adult Basic Education
- Community Education
- Back to Education Initiative
- Self-Financing Classes

Kenmare Adult Education Centre Bell Heights, Kenmare, Co. Kerry. Tel: 064 6641157 Email: info@kenmareaec.ie Website: www.kenmareaec.ie	
Manager:	Mr. Michael Broderick
Art, Culture, Community Based Activities St. John of God, Citizens Information Centre, Employability Kerry, National Learning Network, Jobs Club, Kenmare Women's Group, Active Retirement group, Special Needs, Unislim, TUS, Teagasc, Kerry Mental Health, Civil Defence, CHEP, Positive Ageing, Census Training, Art Exhibition, Christmas Fair, Red Cross.	

O'Connell Education Centre
 Carhan Road, Caherciveen, Co. Kerry.
 Tel: 066 9472414
 Email: info@oconnellcentre.ie
 Website: www.oconnellcentre.ie

Manager: Ms. Sinead Geary

Highlights:

BTEI

QQI Major Award in Health Care Level 5:

- Care of the Older Person
- Understanding Special Needs
- Safety and Health at Work
- Occupational First Aid
- Understanding Mental Health
- Care Skills
- Special Needs Assisting

QQI Major Award in ICT & Business Level 4:

- Information Technology and Data Entry

QQI Major Award in ICT & Business Level 3:

- Internet Skills

Community Education

- Committee Skills. Healthy Cooking. Cooking as a Carer. Basic Computers. Painting. Personal Development. Gardening. Peer Support.

Adult Education (self-financing)

- Painting. Pilates. Tai Chi.

Tech Amergin Community Arts & Education Centre

Waterville, Co. Kerry.
 Tel: 066 9478956
 Email: manager@techamergin.com
 Website: www.techamergin.com

Manager: Ms. Susan Walsh

Highlights:

Tech Amergin Community Arts and Education Centre organises a wide and comprehensive range of courses for the local community as well as a regular programme of arts events.

Programme 2016:

Adult Literacy & Basic Education, BTEI and Community Education. Tech Amergin also provides self-financing programmes covering a wide range of hobby and professional courses.

Art & Cultural events in 2016: a total of 1,698 members from the community attended the various exhibitions, recitals and concerts, films (contemporary and classical), and theatre/drama.

An Tóchar Adult Education Centre

Causeway, Co. Kerry.

Tel: 066 7131977

Email: antochar@eircom.net

Website: www.antochar.ie

Manager:

Ms. Nora Knapp

Programme 2016

Self-Financing

BTEICommunity Ed
Training

Supported local community group to set up a first responders group. Defibrillator training was provided and the group is now established with a rota, to ensure a first responder is at the end of a designated phone, in the community.

Students in the counselling course were awarded Michael O Regan grants

Art & Cultural events in 2016, members from the community attended various lectures, plays, drama groups, and ceoltas.

BACK TO EDUCATION INITIATIVE (BTEI) PROGRAMME

BTEI provides part-time further education programmes for young people and adults. The aim of BTEI is to give people who would like to return to learning the opportunity to update their skills and knowledge in a flexible way. The BTEI, part-time, flexible, approach to certification allows learners to combine a return to learning with family and other commitments. Priority is given to students that have not successfully completed Post Primary education. Courses offer access to certification at QQI Level 3 to 6 through the National Framework of Qualifications. Flexible approaches allow students to build up credits over time and achieve recognised qualifications.

Back to Education Initiative (BTEI) Programme

Centrepoint, John Joe Sheehy Road, Tralee, Co. Kerry.

Tel: 066 7193900; Email: mmarshall@kerryetb.ie

Website: www.kerryetb.ie

BTEI Co-Ordinator:

Ms. Marianne Marshall

Programmes 2016 included

Childcare	Level 5 & 6
Healthcare	Level 5
Digital Photography	Level 3 - 5
Arts, Crafts and Design	Level 3 - 5
Animal Care	Level 5
Woodwork	Level 3 - 5

ADULT LITERACY AND BASIC EDUCATION (ABE) PROGRAMME

The ABE Programme is a free and confidential service for adults who wish to improve their reading, writing, spelling and numeracy or learn a little about computers. Learners can have one to one tuition or be part of a small group. Learners can decide what they want to work on and learn at their own pace. The ABE Programme provides uncertified courses, and QQI Levels 2 and 3 courses in the following areas: Read, Write, Spell, Numeracy, Family Learning, Technology, Personal Development, English ESOL at ESOL Level 1 and 2, Literacy Awareness Training, Themed Literacy, Volunteer Tutor Training, and Workplace Education

The eight ABE centres are located in: Caherciveen, Castleisland, Dingle, Kenmare, Killarney, Killorglin, Listowel, and Tralee.

Adult Literacy and Basic Education (ABE) Programme Áras an Phobail, Croílár na Mistéalach, Tralee, Co. Kerry. Tel: 066 7124114; Email: kesabemt@eircom.net Website: www.kerryetb.ie/literacy	
Co-Ordinator:	Ms. Aoife McCormack
<ul style="list-style-type: none"> ➤ ESOL tutors participated in WIT modules. ➤ Programme developed to meet the needs of the 11 families that were relocated to Kerry, under the refugee resettlement programme ➤ Courses developed to respond to local needs e.g. Seven Habits of Highly Effective Learners (Kenmare); Employability Skills (Killarney). ➤ Erasmus + Mobility: Funding was secured to provide CPD for tutors and ALOs. 	

COMMUNITY EDUCATION

The Kerry ETB Community Education Programme aims to provide locally based education programmes that are responsive to local community needs. Programmes that are accessible, inclusive and culturally appropriate are developed in consultation with the local community. The Community Education Programme is learning that takes place in the community and embraces the principles of empowerment, consideration, collective consciousness, social justice and equality of access.

Community Education Centrepoint, John Joe Sheehy Road, Tralee, Co. Kerry. Tel: 066 7193900; Email: mahoulihan@kerryetb.ie Website: www.kerryetb.ie	
Community Education Facilitator:	Ms. Michelle Ann Houlihan
<ul style="list-style-type: none"> ➤ Circa 300 courses were delivered in approx. 100 locations. ➤ Community education supported adults to access further education through SPIDAS including an introduction to counselling course. ➤ Five courses were delivered in Peer Mentoring and Recovery education ➤ Eight parenting courses were delivered in 2016 ➤ Five project maths courses were delivered for parents ➤ Ten courses were delivered in Partnership with the Social Health and Education Project in Kerry. ➤ Three committee skills courses were delivered and had representatives from 15 community and voluntary groups 	

KERRY ADULT GUIDANCE AND INFORMATION SERVICE (KAGIS)

KAGIS was established as part of the Adult Education Guidance Initiative (AEGI). KAGIS provides impartial adult education information, one-to-one guidance and group guidance, to help adults make informed educational, career and life choices. KAGIS provides educational and vocational guidance to those in designated target groups. The Guidance Information Service is available to all adults in Kerry.

Kerry Adult Guidance and Information Service (KAGIS) Centrepoint, John Joe Sheehy Road, Tralee, Co. Kerry. Tel: 066 7193900 Email: rstein@kerryetb.ie Website: www.kerryetb.ie	
Co-Ordinator:	Mr. Rico Stein

- Organised and hosted the annual Inter-Organisational Presentations Day on Client Trends, Needs and Recommendations, involving the participation of over 33 programmes.
- Published KAGIS 2016 Client Trends, Needs and Recommendations
- Developed and opened the new KAGIS Client Information Centre

SPORTS & ENVIRONMENTAL EDUCATION & TRAINING

	Cappanalea Outdoor Education & Training Centre (OETC) Oulagh West, Caragh Lake, Co. Kerry. Tel: 066 9769244 Email: info@cappanalea.ie Website: www.cappanalea.ie	
	Manager:	Mr. Donal Dowd
	Student Days:	Circa 21,075
Highlights: <ul style="list-style-type: none"> ➤ In 2016, Cappanalea OETC built upon its successful youth programmes - CampAbility and 5 Day Wilderness Expedition for senior cycle students from Kerry ETB post primary schools. ➤ The Centre hosted a major corporate team building event in Killarney the Power Challenge focusing upon the outdoors. ➤ Concluded the five year Strategic Plan with 85% of the targets completed or substantially completed. 		

Cappanalea OETC delivers educational components on the National Curriculum at primary and post primary levels in subject areas such as Physical Education; Primary School Science; Discover Science; Junior Science; Geography; Biology/Ecology and SPHE.

The Centre also contributes to the National Education Programmes of the Leaving Certificate and the Leaving Certificate Applied. Cappanalea is involved in National Education Initiatives with courses focusing on Literacy and Numeracy and on elements of the JCSP.

In the 3rd Level sector Cappanalea OETC delivers on modules at Certificate; Diploma and Degree level in Wildlife Biology and Health and Leisure Studies.

Cappanalea OETC successfully works with the PLC sector in Sports and Recreation Programmes under its Further and Continuing Education work. The Centre contributes to VTOS programmes and the BTEI. In FET, the Centre offers full time training at QQI Level 5 for those seeking to commence a career in the outdoors.

Cappanalea through Community Education works with a wide range of community groups and individuals. Courses vary to include the widest possible range of programmes and activities. The centre tailors its courses to meet specific learning outcomes as requested by clients, be they from the youth service, health service, corporate sector or language schools. Cappanalea OETC is committed to providing outdoor sport and physical activity opportunities for people with disabilities and has specific expertise in this area and offers a variety of choices to cater for particular client groups.

	Killarney National Park Education Centre (KNPEC) Tel: 064 6635960 Email: knpeceducationcentre@ahg.gov.ie Website: www.killarneynationalpark.ie/educentre	
	Field Studies Co-Ordinator:	Mr. Chris Barron
	Student Days:	Circa 11,835
Killarney National Park Education Centre is a non-profit making entity, run under the joint auspices of the Kerry ETB and The National Parks and Wildlife Service.		
Programmes: <ul style="list-style-type: none"> ➤ Environmental Easter Camps, Summer Camps & Halloween Camps ➤ Annual Spring School & Biodiversity Days ➤ Guided Walks, Tours, Slideshows and Orienteering ➤ Corporate Activities ➤ Youth Groups 		
Highlights: <ul style="list-style-type: none"> ➤ Awarded of 2nd Green Flag to KNPEC ➤ Built upon its links with 3rd level institutions, working in the areas of wildlife biology and environmental tourism. 		

SPORT & LEISURE

	Tralee Regional Sports and Leisure Centre Limited Liosdara, Tralee, Co. Kerry. Tel: 066 7126442 Email: info@traleesportscomplex.ie Website: www.traleesportscomplex.ie	
	Centre Manager:	Mr. Liam Bohan/Mr. Finbar Griffin

Tralee Regional Sports and Leisure Centre (known locally as Tralee Sports Complex), opened on the October, 23rd 1976. It is a unique cooperative venture between Kerry ETB and Kerry County Council.

The day to day governance and management of the centre is the responsibility of the Company (Tralee Regional Sports and Leisure Company) Board of Directors and the centre manager and staff. The multi-purpose centre embraces the “Sport for All” concept, giving both value for money and continuous access to members of the public, sports groups, schools and colleges.

During 2016 works commenced on the restructuring of the company and the revision of the company constitution with Kerry ETB and Kerry County Council working collaboratively to achieve same.

This centre is the main sports facility for two Kerry ETB post primary schools and Kerry College of Further Education. It is used for the provision of the aquatics modules for the Heath & Recreation Studies course years 1 to 3 in the Tralee Institute of Technology. The centre also runs a primary schools swim program during the year for over 20 schools in Tralee and the surrounding regions.

The upgrading of the sports hall floor, gym area and seating were key priorities identified for the future development of the centre.

SECTION 3: CORPORATE GOVERNANCE AND FINANCE

Corporate Governance comprises the systems and procedures by which entities are directed and controlled. State bodies, including ETBS, must serve the interests of the taxpayer, pursue value for money in their endeavours (including managing risk appropriately), and act transparently as public entities. The Board (i.e. the entity comprising the elected and appointed members of Kerry ETB) is responsible and accountable for the proper direction and control Kerry ETB. The Code of Practice for Education and Training Boards (Circular Letter 18/2015) sets out the principles of good governance and management to guide the actions of ETBs.

ETHICS IN PUBLIC OFFICE ACT (1995), STANDARDS IN PUBLIC OFFICE ACT (2001)

Board members and designated staff are required to provide annual Disclosures of Interests in respect of issues that could materially influence the performance of functions. Disclosures for 2016 were completed and where relevant forwarded to the Standards in Public Office Commission.

BOARD STRUCTURE

Membership of the Kerry ETB Board is comprised as follows:

- 12 Local Authority Representatives
- 2 Parent Representatives
- 2 Staff Representatives
- 5 Special Interest Members

The Board has a formal schedule of reserved functions as set out in Section 12 of the ETB Act 2013. The Executive is responsible for implementation of plans, day to day management and functions not reserved for the Board.

The Kerry ETB Board met 13 times in 2016. A register of attendance was maintained. A record of Member's attendance at the Board Meetings and details of their expenses are set out on page 32 of this report. Members received agenda and documents in advance of meetings. Minutes are maintained and adopted in support of ETB meetings all meeting presentations are circulated electronically to Members, following the meetings, for reference purposes. The following meetings were scheduled in 2016.

25 th January 2016	3 rd May 2016	3 rd October, 2016
15 th February 2016 (Quorum not achieved)	20 th June 2016	28 th November 2016
3 rd March, 2016	19 th September 2016	20 th December 2016
21 st March 2016	24 th October 2016	
23 rd May, 2016	7 th November, 2016 (Quorum not achieved)	

COMMITTEES

The Board has established a number of Committees including Audit and Finance Committees as per the requirements of Section 45 of the ETB Act 2013.

AUDIT COMMITTEE

Audit Committee members during 2016	
Ms. Maria O’Gorman	Kerry ETB
Cllr. Terry O’Brien	Kerry ETB
Cllr. Dianne Nolan	Kerry ETB
Mr. Donal Fitzgibbon	External
Mr. John O’Connor	External
Mr. Tim Buckley	External
Mr. Ted Fitzgerald	External

The Audit Committee met on the following dates in 2016:

22 nd April 2016	21 st October 2016
10 th May 2016	14 th November 2016
31 st May 2016	16 th December 2016
2 nd September 2016	

FINANCE COMMITTEE

Finance Committee members during 2016	
Cllr. Séamus Cosáí Fitzgerald	Kerry ETB
Cllr. Jim Finucane	Kerry ETB
Cllr. Jimmy Moloney	Kerry ETB
Ms. Hilary Scanlan	External
Ms. Karen Gearon	External

The Finance Committee met on the following dates in 2016:

25 th April 2016	5 th October 2016
7 th June 2016	21 st October 2016
25 th July 2016 - <i>Finance Committee training</i>	28 th November 2016

PROTECTED DISCLOSURES ACT 2014

The Protected Disclosures Act 2014 came into effect on 15 July 2014. This Act provides a framework within which workers can raise concerns regarding potential wrongdoing that has come to their attention in the workplace in the knowledge that they can avail of protections if they are penalised by their employer or suffer any detriment for doing so.

Kerry ETB has put in place a policy, which in tandem with the legislation, will encourage workers to report potential wrongdoing in the knowledge that their concerns will be taken seriously and investigated, where appropriate, and that their confidentiality will be respected.

The policy highlights that it is always appropriate to raise concerns when they are based on a reasonable belief, irrespective of whether any wrongdoing is in fact subsequently identified. The policy also provides workers with guidance on how to raise concerns

This policy applies to all Kerry ETB workers including contractors, consultants, agency staff, former employees and interns/trainees.

In accordance with the provisions of the Protected Disclosures Act 2014, Kerry ETB has appointed the Corporate Affairs Officer to receive protected disclosures.

PROTECTED DISCLOSURES ANNUAL REPORT 2016

Annual report of Kerry ETB as required by section 22 of the Protected Disclosures Act 2014. Kerry ETB confirms that no protected disclosures were received to the end of 2016. Consequently no action was required to be taken by Kerry ETB in relation to Protected Disclosures.

INTERNAL CONTROLS

The Board has overall responsibility for ensuring that an effective system of internal financial controls are maintained and operated. The system can only provide reasonable and not absolute assurance against material mis-statement or loss. The Board is supported by the executive who has day to day responsibility for implementing the system of internal controls. The Board carries out an annual review of internal controls, at which it receives and has regard to a report from its Audit Committee. Kerry ETB is also subject to audit by the Internal Audit Unit (IAU-ETB).

KEY CONTROL PROCEDURES

The Board has taken steps to ensure an appropriate control environment by:

- Clearly defining management and staff responsibilities.
- Establishing procedures for reporting significant control failures and ensuring corrective action.
- Establishing procedures for identifying and evaluating all risks which could prevent the ETB from achieving its objectives. Identifying and evaluating risk is a regular part of day to day management.

The system of internal financial controls operated is based on:

- Detailed administrative procedures.
- Segregation of duties.
- Specific authorisations.

The Boards monitoring and review of the effectiveness of the system of internal control is informed by the:

- Work of the Audit Committee and Finance Committee.
- Chief Executive Officer who has responsibility for the financial control framework.
- Recommendations by the Comptroller & Auditor General.

CHIEF EXECUTIVE'S PAY

In accordance with pay scales approved by the Department of Education and Skills the Chief Executive Officer was paid €115,756 (excluding employer's PRSI) in the year ended 31st December 2016. Employer's PRSI of €2,503 was also paid.

The CEO did not undertake any foreign travel for ETB business purposes during the period.

The CEO is a member of an unfunded defined benefit public sector Superannuation Scheme and the pension entitlements do not extend beyond the standard entitlements available under the scheme.

BOARD MEMBERS' EXPENSES

Expenses are paid to Board members for travel to Board-related meetings. The aggregate expenses paid to each member in the year ended 31st December 2016 were:

Board member	Statutory Meetings	Interview Boards	Attendance at Conferences / Seminars	Other (ETBI Forum)	BOM /Other	Total	No. Board Meetings Attended
	€	€	€	€	€	€	
Cllr. John Brassil*					10	10	0/2
Ms. Brid McElligott	284	-	-	-	88	372	6/13
Cllr. Aoife Thornton	371	334	-	-	210	915	6/13
Cllr. Damien Quigg	784	2,345	-	-	128	3,257	11/13
Cllr. Diane Nolan	596	488	-	-	168	1,252	10/13
Cllr. Jim Finucane (Chair)	642	1,703	752	3,632	-	6,729	13/13
Cllr. Jimmy Moloney	357	-	-	-	57	414	8/10
Cllr. John Francis Flynn	660	-	-	-	-	660	8/13
Cllr. Michael Cahill	610	-	-	-	148	758	6/13
Cllr. Norma Foley	284	-	-	-	-	284	8/13
Cllr. Norma Moriarty	836	1,607	-	-	54	2,497	9/13
Cllr. Séamus Fitzgerald	1,141	221	558	-	412	2,332	11/13
Cllr. Terry O'Brien	365	297	-	-	182	844	9/13
Cllr. Toiréasa Ferris	599	-	-	-	-	599	12/13
Ms. Debbie Brosnan**	459	-	-	-	-	459	4/5
Mr. Eugene Moriarty	548	-	-	-	69	617	10/13
Fr. Gearoid Godley	430	-	-	448	170	1,048	10/13
Ms. Francisse Walsh	243	-	-	-	26	269	7/8
Mr. Hugh O'Connell	729	-	-	1,422	180	2,331	12/13
Mr. Leonard O'Donnell	203	-	-	-	122	325	5/13
Mr. Maria O'Gorman	777	1,566	323	-	543	3,209	11/13
Mr. Mary McGillicuddy	538	333	-	-	493	1,364	7/13
Mr. MaryAnn Slattery	486	-	-	-	32	518	12/13
Total	11,942	8,894	1,633	5,502	3,092	31,063	-

*Cllr. John Brassil resigned following his election as a TD

**Ms. Debbie Brosnan - Parental Representative change

FINANCE STRATEGY

The objective of the Finance function is to support the Board in the achievement, within budget, of objectives set out in the Service Plan. Finance support includes decision-making support, corporate control of public money, transaction processing and statutory accountability.

STATUTORY ACCOUNTABILITY

Strict accountability requirements apply to Kerry ETB. These requirements include the preparation of annual financial statements in a form prescribed by the Minister for Education and Skills with the consent of the Minister for Finance and the Minister for Public Expenditure and Reform and the audit of these accounts by the Comptroller and Auditors General. They consist of a Statement of Accounting Policies, an Operating Account, a Statement of Current Assets and Current Liabilities and notes to the financial statements.

Financial control systems are in place to ensure compliance with these requirements and to ensure the effective achievement of objectives.

The accounts for 2016 have been audited and approved by the Comptroller and Auditor General's Office.

Kerry ETB complies with its obligations under taxation laws and ensures that all tax liabilities are paid on or before the relevant due dates, as set out under Section 27 of the Code of Practice for the Governance of Kerry ETB.

FINANCIAL SUMMARY

Kerry ETB is funded primarily by the DoES for the delivery of its post-primary provision and SOLAS and DoES for further education and training programmes.

**KERRY EDUCATION AND TRAINING BOARD
OPERATING STATEMENT FOR THE YEAR ENDED
31ST DECEMBER 2016**

	Year ended 31/12/2016
	€
RECEIPTS	
Schools & Head Office Grants	23,232,315
Further Education and Training Grants	24,226,739
Student Support Services Grants	28,818
Youth Services Grants	330,971
Agencies & Self-Financing Projects	2,801,930
Capital	403,974
Joint Venture	33,000
	51,057,747
 PAYMENTS	
Schools & Head Office	22,735,091
Further Education and Training	24,063,094
Student Support Services	43,632
Youth Services	324,582
Agencies & Self-Financing Projects	2,753,359
Capital	954,203
Joint Venture	28,001
	50,901,961
 Cash Surplus / (Deficit) For Period	 155,786
 Movement in Other Net Current Assets	 <u>(199,526)</u>
 Accrual Revenue Surplus/(Deficit) For Period	 <u>(43,740)</u>
 Revenue Surplus / (Deficit) at 01/01/2016	 <u>(64,078)</u>
 Revenue Surplus / (Deficit) at 31/12/2016	 <u><u>(107,818)</u></u>

Abbreviations

ALO	Adult Literacy Organiser
ETB	Education & Training Boards
BTEI	Back to Education Initiative
C&AG	Comptroller and Auditor General
CEO	Chief Executive Officer
CEF	Community Education Facilitator
CPD	Continuing Professional Development
DEIS	Delivering Equality of Opportunity in Schools
ESOL	English for Speakers of Other Languages
FARR	Funding Allocation Requests and Reporting
FET	Further Education and Training
FETAC	Further Education and Training Awards Council
HSE	Health Service Executive
ICT	Information Communications Technology
ITABE	Intensive Tuition in Adult Basic Education
JC	Junior Certificate
JCSP	Junior Certificate School Programme
LCA	Leaving Certificate Applied
LCVP	Leaving Certificate Vocational Programme
L2LP	Level Two Learning Programme
NCCA	National Council for Curriculum and Assessment
PDST	Professional Development Service for Teachers
PLC	Post Leaving Certificate
QA	Quality Assurance
SOLAS	Seirbhísí Oideachais Leanúnaigh agus Scileanna
VTOS	Vocational Training Opportunities Scheme
PLSS	Programme and Learner Support System
QQI	Quality and Qualifications Ireland
SEN	Special Education Needs
SENI	Special Educational Needs Initiative
SNA	Special Needs Assistant
SPY	Special Projects for Youth
TY	Transition Year
TYP	Transition Year Programme
WSE	Whole School Evaluation