

Kerry Education and Training Board
Bord Oideachais agus Oiliúna Chiarraí

Minutes of Kerry Education and Training Board (Kerry ETB) meeting held in the Boardroom at Kerry ETB Head Office, Tralee on Wednesday June 5th 2019.

In Attendance:

Cllr. Terry O'Brien
Cllr. Norma Moriarty
Cllr. Niall Kelleher
Cllr. Michael Cahill
Ms. Maryanne Slattery
Mr. Michael O'Mahony
Mr. Joe Brennan

Cllr. Seámus Cosáí Fitzgerald
Cllr. Aoife Thornton
Cllr. Norma Foley
Cllr. Pa Daly
Ms. Francis Walshe
Mr. Noel Keenan
Ms. Maria O'Gorman

Mr. Colm Mc Evoy, Chief Executive Officer (CEO), Ms. Maria Brennan, Director of Organisation Support and Development (OS&D), Ms. Ann O'Dwyer, Director of Schools, Youth and Music, Mr. Tommy Conroy, Finance Officer, Mr. Danny Kerins, Head of Corporate Support and Capital Development Department (CS&CD), Mr. Pádraig O'Sullivan, Capital and Buildings Officer, Ms. Niamh O'Keeffe, Corporate Support and Ms. Karen Griffin, Corporate Support were also in attendance.

In the absence of An Cathaoirleach, as per Schedule 3, Paragraph 5(2) of the Education and Training Boards (ETB) Act 2013 the Deputy Chairperson of the Board presided for the meeting, Cllr. Terry O'Brien.

As per Schedule 3, Paragraph 10, Section 3 of the (ETB) Act 2013 and the Agenda Notice, no conflicts of interest were declared at the commencement of the meeting. As per Section 1.18 of Circular Letter 0002/2019, the conflict of interest document was circulated to be signed prior to the meeting to the Members (a copy of which is attached to the minutes).

06/2019/1	APOLOGIES & CONDOLENCES LEITHSCÉALTA AGUS COMHBHRÓN
1.1	<p>Apologies/Leithscéalta: Apologies for their absence were received from:</p> <ul style="list-style-type: none"> ➤ Mr. Owen O'Donnell, Director of Further Education and Training (FET) ➤ Ms. Mary McGillicuddy ➤ Cllr. Jim Finucane
1.2	<p>Condolences/Comhbhrón: An Leas-Chathaoirleach, Cllr. Terry O'Brien expressed his sympathy and that of the Board to:</p> <ul style="list-style-type: none"> ➤ Cllr. Jimmy Moloney, ETB Board Member, on the death of his Father, Mr. Jimmy Moloney. ➤ Ms. Catherine Supple, Coláiste na Ríochta, on the death of her Uncle, Mr. Jerry Lucid. ➤ Mr. Maurice Fitzgerald, Principal, Coláiste na Sceilge, on the death of his Father, Mr. Edward Fitzgerald. ➤ The Power Family, on the death of Mr. Jackie Power, Tralee.

06/2019/2	CONGRATULATIONS COMHGHAIRDEAS
2.1	<p>Congratulations to/Comhghairdeas:</p> <ul style="list-style-type: none"> ➤ All involved in Minister for Education and Skills, Mr. Joe Mc Hugh, T.D.'s visit to Tralee. ➤ Kerry ETB schools and Centres, on their successful award nights. ➤ Ms. Kathleen Barrett, Community Education and BTEI Tutor, who won a silver gilt in Bloom. ➤ Castleisland Community College on their Young Social Innovators Award. ➤ Castleisland Community College students who were awarded National Garda Youth Achievement Safety Awards. ➤ Killorglin Community College student, Timothy McGrath, who won at SciFest. ➤ Coláiste na Ríochta on being awarded a Yellow Flag for cultural and ethnical inclusiveness.
06/2019/3	MINUTES OF THE LAST BOARD MEETING - FOR ADOPTION MIONTUAIRISCÍ ÓN gCRUINNIÚ DEIREANACH BOIRD – LE GLACADH
3.1	<p>The minutes of the Kerry ETB meeting held on April 30th 2019 were adopted and signed.</p> <p style="text-align: center;">Proposed: Ms. Maria O’Gorman Seconded: Mr. Noel Keenan</p>
06/2019/4	MATTERS ARISING FROM MINUTES AG ÉIRÍ AS NA MIONTUAIRISCÍ
4.1	<p>Gaelcholáiste Nua School Building Project Update</p> <p>The update was provided by the CEO and the Capital and Buildings Officer as per the report circulated prior to the meeting, the update addressed the following:</p> <ul style="list-style-type: none"> ➤ Planning permission was granted for the new Gaelcholáiste School building on May 15th 2019 as received by Design Team Lead, Oppermann Associates. We are currently in the four-week appeal period. ➤ Re completion of the new access road by Kerry County Council, a letter was issued to the Chief Executive (CE) of Kerry County Council re same on March 4th 2019. A meeting with CE and Director of Services of Kerry County Council took place on March 26th 2019 re same and it was confirmed that work is ongoing by Kerry County Council re securing the

	<p>funding for the completion of the access road. There has been no further update since this meeting from Kerry County Council re same.</p> <ul style="list-style-type: none"> ➤ Confirmation received from Murphy Ramsey Walsh Solicitors confirming the registration of the site title in the name of Kerry ETB on May 7th 2019. ➤ A letter issued to Kerry County Council on May 9th 2019 acknowledging their assistance with the accelerated site transfer to Kerry ETB. ➤ The site enabling works proceeding to schedule as per site meeting May 15th 2019. ➤ Works to commence by the Design Team on the next stage of the process i.e. preparation of documentation for the procurement of the contractor for the New School Building, Stage 2B (Detailed Design Tender Production). Awaiting formal DoES approval. <p>The Board welcomed this update and in particular the granting of the planning permission for the new Gaelcholáiste. The Capital and Buildings Officer outlined the revised timeline for the completion of the project.</p> <p>The Board was also advised that the Design Team have reported more rock in the eastern area of the site (next to the hospital boundary wall). Currently this is being assessed by the Design Team and may lead to the development of a Change Order. Variations such as this would not be unusual in projects of this scale given the nature of the site, etc. The Board noted this update.</p> <p>A further update will be provided at the next meeting.</p>
<p>4.2</p>	<p>Listowel School Accommodation</p> <p>An update was provided by the CEO and the Director of Schools, Youth and Music as per the report circulated prior to the meeting, the update addressed the following:</p> <ul style="list-style-type: none"> ➤ The draft Additional School Accommodation (ASA) Application for Coláiste na Ríochta was submitted to the DoES for review on February 18th 2019. ➤ The application is seeking approval for the following additional accommodation including, full Autistic Spectrum Disorder (ASD) Unit, refurbishment of the Metalwork room (from 12 to 24 students), Additional General Classroom, Principal’s Office, and School Office etc. ➤ No further update from the DoES re the draft ASA as submitted. ➤ Re Gael Scoil Lios Tuathail and the proposed new school building to be constructed by the ETB on a “devolved funding” basis, a letter was received from Gaelscoil Lios Tuathail Board of Management (BOM) on May 22nd 2019 confirming the following: <ul style="list-style-type: none"> ➤ “Progressing a development proposal for a new Gaelscoil Lios Tuathail within the existing Kerry ETB Coláiste na Ríochta campus in Listowel offers the best opportunity to address this need in a timely manner.” ➤ A follow up letter was issued to the Chairperson of the Board on May 30th 2019 welcoming the confirmation of the BOM decision to formally adopt

	<p>the co-location and to also address some queries which the BOM had raised.</p> <ul style="list-style-type: none"> ➤ Letter was issued to the DoES on May 30th 2019 confirming the BOM decision to co locate and requesting a meeting with the Department to discuss progressing this project. <p>Copies of the letters received from and issued to the BOM of Gaelscoil Líos Tuathail and to the DoES were made available to Members of the Board.</p> <p>The Capital and Buildings Officer advised that he has made contact with the DoES re the valuation process to be followed for the possible acquisition of a house adjacent to the current back entrance to the site of Coláiste na Ríochta. The DoES had previously highlighted the need to explore the option of acquiring this building in the context of providing an overall solution for the campus.</p> <p>The Board Members welcomed this update.</p>
<p>4.3</p>	<p>Listellick National School Building Project Update</p> <p>An update was provided by the Buildings Officer and addressed the following:</p> <ul style="list-style-type: none"> ➤ May 10th 2019: Letter received from DoES with approval to proceed to Stage 2a application. ➤ The letter noted some conditions to be taken on board by Design Team. The Design Team Lead is Michelle Sweeney of Oppermann Associates. ➤ Stage 2A report now completed, and awaiting a date for Stage 2A meeting with DoES (estimate September / October 2019). ➤ Oppermann Associates provided a draft program of works schedule, with target completion of February 2022. ➤ Meeting held with Principal and BOM representatives on May 27th 2019. Draft program of work reviewed and outstanding matters discussed. ➤ Kerry ETB to progress next stages with DoES and Oppermann Associates. <p>The Capital and Buildings Officer provided an update regarding the revised timeline for the project. Based on the current timeline the Design Team have advised the school is to be fully built and completed by 2022. This has been communicated to the Principal and the BOM of Listellick National School at their meeting which took place on May 27th 2019 in Kerry ETB's offices. It was also noted that following this meeting, two letters were received from the BOM of Listellick National School. These letters addressed the following queries;</p> <ol style="list-style-type: none"> 1. Dates on which updates can be provided by the ETB/Design Team re the project progress. 2. The date of the meeting with the DoES for the assessment of the Stage 2A Report when completed and submitted by the Design Team.

	<p>The Board noted this update and the Board will be kept advised on any further updates.</p>
<p>4.4</p>	<p>Grantor/Grantee Agreement Kerry ETB and Kerry Diocesan Youth Services (KDYS) - Youthreach Programme An update was provided by the CEO as per the report circulated with the Agenda and addressed the following:</p> <ul style="list-style-type: none"> ➤ Kerry ETB's letter to the DoES re TUPE related costs – as submitted by KDYS - was issued on January 28th 2019 by the Finance Officer. No formal feedback to date from the DoES re same. ➤ Letter issued to KDYS on May 10th 2019 addressing letter received from KDYS on April 16th 2019 which sought clarification on a number of matters. ➤ Letter received from KDYS on May 20th 2019 seeking a meeting to address outstanding matters. This is a positive development. ➤ Letter issue to KDYS on May 22nd 2019 confirming a meeting which is scheduled for June 5th 2019 with KDYS re outstanding matters regarding the Youthreach SLA. ➤ Meeting with KDYS June 5th 2019 <p>It was noted that a meeting had taken place earlier in the day which was attended by the Finance Officer for Kerry ETB and staff of KDYS re the outstanding matters. The Finance Officer indicated that the main matter remaining unresolved from Kerry ETB's perspective relates to the staff overpayment issue. Kerry ETB has offered again to enter into mediation or binding arbitration with KDYS in relation to this matter. KDYS was represented at the meeting by the Chief Financial Officer, Rose O'Connor and she indicated that she would be bringing the outcome of the meeting back to the Board of KDYS for consideration.</p> <p>Also, it was noted in relation to the claim by KDYS for additional costs arising from the transfer process that this currently lies with the DoES and Kerry ETB have received no further update in relation to same. Mr. Joe Brennan raised the matter of the private pension scheme operated by KDYS for some of the staff prior to the move to direct delivery of the programme by Kerry ETB and the unhappiness of some staff in how this is currently being addressed by KDYS. The CEO in responding to same made it clear that the matter of the pension between KDYS and their former employees and Kerry ETB have no involvement in same.</p> <p>The Board noted the update.</p>
<p>4.5</p>	<p>Killorglin Community College Proposal Update The Head of CS&CD and the Capital and Buildings Officer provided an update on this matter, addressing the following:</p>

	<ul style="list-style-type: none"> ➤ April 23rd 2019: Consultant Engineer (Mr. Frank Coffey), provided Drawing, estimates and relevant quotations for the proposed redevelopment of Killorglin Community College. ➤ The documentation provided details and pricing for Civil Works and provision of a sand-based pitch and an all-weather pitch. ➤ Estimated cost for proposed redevelopment is put at €893,022. ➤ Kerry ETB's proposed contribution is the land adjacent to the school (under license or lease subject to DoES approval). ➤ Kerry ETB completed an Expression of Interest form to apply for funding for the overall project under the Urban Regeneration and Development Fund. ➤ May 17th 2019: Expression of Interest application lodged with Kerry County Council. <p>As set out above, the Expression of Interest Form has been submitted and the estimated overall cost of the proposed development was €893,000. It was emphasised that Kerry ETB's proposed contribution is the land (under license or lease subject to DoES approval).</p> <p>On May 30th 2019 there was a meeting with Murphy Ramsey Walsh Solicitors addressing the legal relationship between Kerry ETB and Killorglin Sports Complex. From initial discussions, it has been agreed to carry out a detailed review of the file with a view to setting out the formal legal relationship that exists for the current lease. The CEO indicated that these matters would be addressed over the summer months.</p>
4.6	<p>Anaerobic Digestion Facility – Leave to Appeal Update</p> <p>The Buildings Officer provided the update which addressed the following:</p> <ul style="list-style-type: none"> ➤ May 1st 2019: Kerry ETB engaged external independent experts (Atkins Global – Cork) to undertake independent review of planning file/ proposed development. ➤ May 8th 2019: Kerry ETB received notification of granting of Leave to Appeal in respect of Planning Reference 18/762, with deadline of May 21st 2019 to lodge appeal. ➤ May 9/10th 2019: Atkins Global and Kerry ETB engage Coakley O'Neill Planners (Cork) and AWN Consulting Engineers, to undertake comprehensive assessment of planning file. ➤ Atkins Global – Traffic Assessment/AWN Consulting Engineers – Odour and Noise Pollution Assessment. ➤ Coakley O'Neill provided overall independent assessment to Kerry ETB, with recommendation that appeal may be successful on several grounds. ➤ Kerry ETB, supported by Coakley O'Neill planners, completed appeal. ➤ May 20th 2019: Appeal submitted to An Bord Pleanala. Kerry ETB also requested oral hearing. ➤ May 27th 2019: An Bord Pleanala acknowledged receipt of Kerry ETB appeal.

	<p>In addition, the Director of Schools, Youth and Music indicated that she had attended a recent BOM Meeting and this matter was fully discussed at that meeting. The BOM was fully supportive of lodging the appeal, once the Leave to Appeal was granted by An Bord Pleanála.</p> <p>This matter will be kept under review and updates will be given at future meetings.</p>
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06/2019/5	EDUCATION AND TRAINING TOPICS FOR DISCUSSION ÁBHAIR OIDEACHAS AGUS OILIÚINT LE PLÉ
	<p>As advised previously, Kerry ETB has been successful (lead agency) in its application for the Music Education Partnership. The Local Music Education Partnership (LMEP) Development Officer role has been advertised and the process of appointment will proceed over the summer months. The LMEP will be formally launched in September 2019.</p> <p>The Board very much welcomed this update.</p>

06/2019/6	GOVERNANCE RIALACHAS
6.1	<p>Risk Management The Director of OS&D provided an update on Risk Management, which addressed:</p> <ul style="list-style-type: none"> ➤ Corporate Risk Management Meeting held on May 27th 2019 at which the Corporate Risk Register was reviewed and updated ➤ Both Corporate and Departmental Risk Registers continue to be reviewed and updated on a regular basis ➤ Individual Directors review Risk Registers for their respective areas with management teams regularly <p>The Board noted this update.</p>
6.2	<p>Minutes of School Board of Management (BOM) Meetings</p> <ul style="list-style-type: none"> ➤ Castleisland Community College <ul style="list-style-type: none"> ➤ Board of Management Meeting on February 7th 2019 ➤ Board of Management Meeting on April 4th 2019 ➤ Causeway Comprehensive School <ul style="list-style-type: none"> ➤ Board of Management Meeting on April 8th 2019 ➤ Coláiste na Ríochta <ul style="list-style-type: none"> ➤ Board of Management Meeting on February 4th 2019

	<ul style="list-style-type: none"> ➤ Board of Management Meeting on April 8th 2019 ➤ Gaelcholáiste Chiarraí ➤ Board of Management Meeting on March 30th 2019 ➤ Killarney Community College ➤ Board of Management Meeting on April 3rd 2019 ➤ Two Mile Community National School ➤ Board of Management Meeting on April 8th 2019 <p>Minutes of these meetings were approved by the Board.</p> <p style="text-align: center;">Proposed: Cllr. Pa Daly Seconded: Ms. Maryanne Slattery</p> <p>6.3 Board of Management Appointments It was noted that there were no appointments for approval at this meeting.</p> <p>6.4 Kerry ETB Policies for Approval It was noted that there were no policies for approval at this meeting.</p> <p>6.5 Health and Safety Matters Update The Health and Safety update was presented by Head of CS&CD and addressed the following:</p> <ul style="list-style-type: none"> ➤ Central issues progressed: <ul style="list-style-type: none"> ➤ Health and Safety Roles and Responsibilities document has been adopted by the Board. ➤ Hazardous chemicals collected from schools for disposal ➤ Landlord/Tenant Responsibilities document issued ➤ One day inspection visits program underway for all premises ➤ Standard Safety Management and filing system set up for schools and FET centres on OneNote ➤ Corporate Safety statement drafted and under review by Directorate ➤ Risk assessment program for centres and schools is underway <ul style="list-style-type: none"> ➤ Five FET centres completed and two in progress. ➤ Two schools complete and four in progress ➤ Training completed for Science teachers. First aid training program in progress with the aim of having at least one first aid trained member of staff in each Kerry ETB location. <p>This update was welcomed and noted by the Board. The Board recorded their satisfaction with the progress being made in addressing health and safety matters across the scheme.</p>
<p>6.6</p>	<p>New ETB Board Formation Update The CEO and Director of OS&D provided an update as follows:</p> <ul style="list-style-type: none"> ➤ Email from the DoES May 28th 2019 re new Board Formation (circulated at meeting) ➤ Letter from the Minister of Education and Skills issued by email from DoES today (June 5th 2019) to all local authorities re Membership to Education and Training Boards by local authorities to ETBs

	<ul style="list-style-type: none"> ➤ Email received from the DoES June 5th 2019 addressed the following: <ul style="list-style-type: none"> ➤ Letter from Minister to Local Authorities setting out that the Local Authority names should be submitted to the ETB by July 5th 2019 ➤ SI 142 of 2019 Gender Balanced Panels as per Section 30(5) of the ETB Act 2013 ➤ SI 272 of 2014 Addresses more than one Local Authority in the ETB area ➤ SI 141 of 2019 List of ineligible staff ➤ DoES Press Release May 30th 2019 re nominations process for ETBs (circulated with Meeting Notice) as per Section 30(1)(d) and 30(11) of the ETB Act 2013 <ul style="list-style-type: none"> ➤ Nominating Bodies to make submissions to the DoES by June 13th 2019 following which the Minister will ultimately decide which bodies can nominate. ➤ The three categories are: <ul style="list-style-type: none"> ➤ Business, industry and employers ➤ Learners ➤ Management of or Leadership in recognised schools ➤ At least one member from each of these categories and of the five at least two male and two female <p>Copies of the letters received today from the DoES re this matter were distributed to Board Members at the meeting.</p> <p>The Post-Election meeting is scheduled for July 26th 2019 at 11.00am and as per Section 31(5) of the ETB Act 2013 the only business to be conducted at the July 26th Meeting will be the appointment of the Parent Representatives to the Board.</p> <p>Following this update, the CEO thanked all the current Board Members for their very valuable contribution to the Board over the last five years and wished them every success in the future.</p>
6.7	<p>Comptroller and Auditor General (C&AG) Audit of 2018 Accounts Update</p> <p>The Finance Officer advised the Board that the Audit will commence on Monday June 10th 2019. The Audit is being carried out by DHK on behalf of the C&AG and they expect to be onsite for two weeks.</p> <p>The Board welcomed this update.</p>
6.8	<p>University College Cork (UCC) Memorandum of Understanding (MOU) with Cappanalea Outdoor Education and Training Centre (OETC)</p> <p>An update was provide by the CEO in relation to this process:</p> <p>Kerry ETB (Cappanalea) and UCC have been in consultation over a number of months regarding the establishment of an MOU between both entities.</p>

	<p>This consultation process also involved a meeting with the Department of Transport, Tourism and Sport. The MOU will essentially address a shared vision to jointly broaden the inclusion of experiential outdoor and environmental education for our students and to promote wellbeing, resilience and outdoor education and skills training.</p> <p>The Board was advised that the MOU (five year term) requires the formal approval of Kerry ETB and the Board of UCC.</p> <p>Following this update, the MOU was formally approved by the ETB Board.</p> <p style="text-align: center;">Proposed: Cllr. Michael Cahill Seconded: Cllr. Norma Moriarty</p> <p>A date for signing the signing of the MOU will be confirmed. The Minister of State at the Department of Transport, Tourism and Sport, Brendan Griffin, T.D. will be present for the signing of the MOU.</p> <p>The Board formally approved the changing of the name for Cappanalea Outdoor Education and Training Centre to <i>“Cappanalea, The National Centre for Outdoor Education and Training”</i>.</p> <p style="text-align: center;">Proposed: Cllr. Michael Cahill Seconded: Cllr. Norma Moriarty</p>
6.9	<p>Finance Committee Report as per Section 45(3) of the ETB Act 2013</p> <p>It was noted that the Chairperson was not in a position to attend today’s meeting and this will be addressed at a future meeting.</p>
6.10	<p>ETBI Conference 2019 Nominees</p> <p>It was noted that Kerry ETB have confirmed the point of contact as Ms. Karen Griffin for the ETBI Conference which is taking place on September 25th and 26th 2019.</p> <p>Nominations to attend the conference cannot be addressed until the new Board is formed so this will be dealt with at a future meeting. The deadline for nominations to attend is Monday August 19th 2019.</p>

06/2019/7	CEO's REPORT & QUESTIONS ON CEO's REPORTS / TUAIRISCÍ AN PHRÍOMHFHEIDHMEANNAIGH & CEISTEANNA ORTHU
7.1	<p>Finance Report: The Finance Report as presented by the Finance Officer was noted by the Board.</p> <p>The report was circulated to the Board and it was noted that an application has been made to the DoES regarding the prefunding, under the SLA, for the Gaelcholáiste Chiarraí project and which will assist with cash flow management.</p> <p>The Finance Officer also indicated that there is an improved financial position for Cappanalea OETC with the deficit currently standing at €13,000 and that work is underway, as referenced earlier with the MOU with UCC and other initiatives with a view to enhancing the finances of the centres income strands.</p> <p>It was noted that the overdraft is in place but has not had to be used.</p> <p>Buildings Report: The Buildings Report presented by the Head of CS&CD, as addressed above in Matters Arising 4.1, 4.2 and 4.3 and in addition as follows:</p> <ul style="list-style-type: none"> ➤ Killarney Community College AstroTurf Pitch Development Proposal <ul style="list-style-type: none"> ➤ Out of two Expression of Interest applications, Dr. Crokes GAA were successful. ➤ Meeting between Dr. Crokes and Kerry ETB representatives took place in Killarney Community College on Monday May 27th 2019 attended by the Head of CS&CD, Finance Officer, Capital and Buildings Officer and the Principal of Killarney Community College. ➤ At this meeting the Head of CS&CD provided an overview of proposed methodology to Dr. Crokes. <ul style="list-style-type: none"> ➤ Kerry ETB will contribute use of site under license or lease arrangement (subject to DoES approval) with Dr. Crokes should this proposal progress. No financial commitment from Kerry ETB. ➤ Dr. Crokes will be fully responsible for funding of any proposed development. ➤ Currently awaiting response from Dr. Crokes GAA. <p>Following the presentation, Cllr. Michael Cahill asked who the other applicant was. The Head of CS&CD stated that the other applicant was a soccer club named Cedar Galaxy Killarney.</p> <p>Cllr. Niall Kelleher queried as to why the other applicant's expression of interest was deemed invalid? The Head of CS&CD advised that the</p>

documentation being sought to qualify for the Expression of Interest was quite comprehensive and that the unsuccessful applicant had failed to furnish the ETB with all the required documentation.

Mr. Noel Keenan indicated that in his view Dr. Crokes were a long and well established GAA club and in his view, they would not enter into an initiative like this unless they had the necessary financial resources to put to the project.

It was advised, that based on estimates, that this proposed development, should it proceed, would cost in the region of €750,000.

The CEO advised that this proposal is only in the early stages of discussions and that should this progress any further, there would need to be DoES approval. Due diligence for this proposal would require a full and comprehensive financial review of the finances for the project.

The Board were supportive of this proposal as it has the approval of the school BOM and would be a very beneficial development for the entire school community.

Summer Works Scheme

The Capital and Buildings Officer advised:

- Projects identified and prioritised across all relevant locations
- Consultants assigned and engaged to produce assessment reports in each locations.
- All reports to be completed and submitted to DoES by June 30th 2019

Land and Leases

The following was noted:

- **Iveragh Heritage Society** were granted planning permission to erect a plaque at the entrance to the Tech Amergin Centre.
- **Kerry ETB Training Centre - Aneldo Building (Advance Factory), Monavalley Industrial Estate, Tralee**
Lease for signing and sealing approved at March 26th 2019 Board Meeting. In the absence of An Cathaoirleach, a date will be scheduled for the signing and sealing of this lease.
- **Block E, South Campus**
The Board was also advised that work is being finalised on the lease for Block E, South Campus (previously approved by the Board and the DoES). It is expected that this lease will be signed and sealed later this month.

The Board welcomed the progress with the various projects.

7.2	<p>Report – Chief Executive Officer</p> <p>The CEO’s report, as circulated with the meeting Agenda, addressed the following items:</p> <ul style="list-style-type: none"> ➤ Gaelcholáiste Chiarraí School Building Project Update ➤ Kerry ETB and KDYS Youthreach (100 places annually) Grantor/Grantee Agreement ➤ Tralee Regional Sports and Leisure Company Limited by Guarantee ➤ Listowel School Accommodation Update ➤ Kerry ETB and Tralee IT South Campus Acquisition <p>In relation to the Tralee Regional Sports and Leisure Centre Limited by Guarantee, it was noted that the new seating is currently being installed and that the feedback in relation to same has been positive.</p> <p>In relation to the South Campus Acquisition, it was noted that work is ongoing between the Finance Officer and Casey Stephenson in relation to same. The Finance Officer indicated that Casey Stephenson has looked for additional information regarding overhead costs for running existing buildings. The CEO indicated that Casey Stephenson had advised that the estimated annual running costs, of the entire South Campus, are in the region of €500,000 per year and this was note by the Board.</p> <p>The Board re-emphasised the strategic importance of the purchasing of the South Campus by Kerry ETB. The Board was unanimous in its support for the completion of the business case and the progression of this matter to conclusion.</p>
7.3	<p>Schools Report – Director of Schools, Youth and Music</p> <p>The Schools Report was presented by Director of Schools, Youth and Music and addressed the following items:</p> <p>Work is progressing in relation to the appointment of a Youth Creativity Officer.</p> <p>The Director of Schools, Youth and Music addressed the very successful Ministerial visit to Gaelcholáiste Chiarraí and Coláiste Gleann Lí and the subsequent referencing of the visit to Coláiste Gleann Lí in Dáil Éireann, which was seen as a very positive development. As part of this process, the Director of Schools, Youth and Music thanked the Management, Staff and Students of Gaelcholáiste Chiarraí and Coláiste Gleann Lí for the successful Ministerial visit and the Board were unanimous in their support of these congratulations.</p>

7.4	<p>Further Education and Training Report – Director of FET</p> <p>In the absence of the Director of FET, the report was deferred to a future meeting.</p>
7.5	<p>Organisation Support and Development Report</p> <p>The Organisation Support and Development Report was noted and addressed the following items detailed above:</p> <ul style="list-style-type: none"> ➤ KDYS Update – Matters Arising 4.4 ➤ Risk Management Update – Governance 6.1 ➤ New ETB Board Formation Update – Governance 6.6
7.6	<p>Members’ Business (motions)</p> <p>Local Elections</p> <p>Board Member, Ms. Maria O’Gorman referenced the recent local authority election process and the high percentage of spoiled votes in the Munster Region, estimated to be in the region of 40,000. She queried what response could Kerry ETB play in addressing the education of voters with regard to the process for voting. Reference was made to the recent media coverage re the possible confusion for voters between the use of an ‘X’ and order preference 1, 2, 3, etc. on different ballot papers in the recent elections.</p> <p>It was noted that at Post-Primary level the CSPE programme currently addresses the voting process and this was welcomed by the Board. It was also noted that the Director of FET will be asked to consult with the Community Education Officer with regard to rolling out a number of information sessions for community groups on the voting process through our community education programme.</p> <p>Ms. O’Gorman stated that, in her view, it was very important for Kerry ETB to take the lead in this and this was supported by Mr. Joe Brennan and Cllr. Norma Foley and Cllr. Norma Moriarty. All Board Members were fully supportive of this proposal and this is to be advanced by the Director of FET with the Community Education Officer.</p> <p>Parent’s Forum</p> <p>It was noted that Kerry ETB’s Parent’s Forum has issued a letter to the Minister for Education and Skills making the case for the retention of History as a core Leaving Certificate subject and it was noted that this letter is representative of the views of 6,000 parents of students in Kerry ETB schools. The Board was fully supportive of same.</p>

06/2019/8	CORRESPONDENCE COMHFHREAGRAS
8.1	DES Correspondence: Noted as listed
8.2	DES Circular Letters: Noted as listed
8.3	DES Press Releases: Noted as listed
8.4	ETBI Correspondence: Noted as listed
8.5	SOLAS Correspondence Noted as listed
8.6	Other Correspondence: Noted as listed.
06/2019/9	ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH
	<p>This concluded the business of the meeting.</p> <p>It was noted that the post-election meeting will take place as per Section 31(3) of the ETB Act 2019 on July 26th 2019 at 11.00am and the Agenda, etc will issue following receipt of the confirmation of local authority members from Kerry County Council by July 5th 2019.</p> <div style="background-color: black; color: white; padding: 10px; text-align: center;"> <p>Next Board Meeting date: Friday July 26th 2019 Kerry ETB Boardroom</p> </div>

Signed/Sínithe: _____

Date/Dáta: _____