

**Kerry Education and Training Board**  
***Bord Oideachais agus Oiliúna Chiarraí***

**Minutes** of Kerry Education and Training Board (Kerry ETB) meeting held in Killorglin Community College, Killorglin on Friday March 29<sup>th</sup> 2019.

***In Attendance:***

Cllr. Jim Finucane  
Cllr. John Francis Flynn  
Cllr. Michael Cahill  
Cllr. Damian Quigg  
Mr. Michael O'Mahony  
Mr. Noel Keenan

Cllr. Pa Daly  
Cllr. Norma Moriarty  
Ms. Francis Walsh  
Ms. Mary McGillicuddy  
Mr. Joe Brennan  
Ms. Maria O'Gorman

Mr. Colm Mc Evoy, Chief Executive Officer (CEO), Ms. Maria Brennan, Director of Organisation Support and Development (OS&D), Mr. Tommy Conroy, Finance Officer and Ms. Karen Griffin, Corporate Support were also in attendance.

**An Cathaoirleach Cllr. Jim Finucane presided for the meeting.**

**As per Paragraph 10, Section 3 of the Education and Training Board (ETB) Act 2013 and the Agenda notice, no conflicts of interest were declared at the commencement of the meeting.**

**On the proposal of An Cathaoirleach, due to the short timeframe since the March 26<sup>th</sup> Board Meeting, it was agreed that the minutes from the March 26<sup>th</sup> 2019 Board Meeting will be put forward for adoption at the April 30<sup>th</sup> 2019 Board Meeting.**

01/2019/1	GOVERNANCE RIALACHAS
1.1	<p><b>Draft Financial Statements 2018 as per Section 51 of the ETB Act 2013 including Statement of Internal Controls</b></p> <p>In accordance with the provisions of Section 51 of the ETB Act 2013, the draft Financial Statements for 2018 were presented for Board approval by the Finance officer, Mr. Tommy Conroy.</p> <p>The Finance Officer advised that they had been approved by the Finance Committee at their meeting on Thursday March 28<sup>th</sup> 2019.</p> <p>The Board approved the draft Financial Statements for 2018 as presented by the Finance Officer.</p> <p style="text-align: center;"><b>Proposed: Mr. Michael O'Mahony</b> <b>Seconded: Mr. Noel Keenan</b></p> <p>It was noted that the 2018 Accounts will be submitted to the Comptroller and Auditor General as per section 51(2) ETB Act 2013 following this meeting.</p>

	<p><b>Chairperson's Statement 2018 in accordance with Section 19.1 of the Code of Practice for the Governance of Education and Training Boards (CL 0018/2015).</b></p> <p>The Finance Officer, Mr. Tommy Conroy advised that the Chairperson's Statement will be presented for Board approval at the April 30<sup>th</sup> 2019 Board Meeting.</p>
<p><b>1.2</b></p>	<p><b>Kerry ETB Overdraft Approval as per the provisions of Circular Letter 0066/2014 and Section 49 of the Education and Training Boards Act 2013</b></p> <p>The Finance Officer advised that in accordance with the provisions of CL 0066/2014, Ministerial consent has been obtained by letter dated March 27<sup>th</sup> 2019, for the establishment by Kerry ETB of an overdraft of €1,000,000 from April 1<sup>st</sup> 2019 to March 31<sup>st</sup> 2020. The consent attaches the following conditions:</p> <ol style="list-style-type: none"> <li>1. The facilities, including interest, are operated within your Committee's overall financial allocation.</li> <li>2. They are not to be used for capital expenditure.</li> <li>3. The interest payable, if any, is that normally payable by local authorities on such overdrafts.</li> <li>4. This sanction will not be used in any way to extend the Committee's expenditure and commitments, over and above the amounts authorised by this Department.</li> </ol> <p>The Board noted the receipt of the Ministerial Consent and the Board recorded its acceptance of the Executive's proposal for the establishment by Kerry ETB of an overdraft of €1,000,000 from April 1<sup>st</sup> 2019 to March 31<sup>st</sup> 2020.</p> <p style="text-align: center;"><b>Proposed: Cllr. John Francis Flynn</b> <b>Seconded: Ms. Francisse Walsh</b></p> <p>The Finance Officer will proceed with the establishment of the Board approved overdraft facility.</p>
<p><b>1.3</b></p>	<p><b>Youth Committee Appointments</b></p> <p>The Board approved the following appointments to the Youth Committee:</p> <ul style="list-style-type: none"> <li>➤ <b>Ms. Ann Moynihan - Statutory Representative</b> <ul style="list-style-type: none"> <li>➤ Replacing: Mr. Oliver Mawes</li> </ul> </li> <li>➤ <b>Mr. Micheal Ó Dubháin - Voluntary Youth Work Sector</b> <ul style="list-style-type: none"> <li>➤ Replacing: Ms. Debra Ní Shúilleabháin</li> </ul> </li> <li>➤ <b>Mr. Gareth Harteveld - Voluntary Youth Sector</b> <ul style="list-style-type: none"> <li>➤ Replacing: Ms. Gemma O'Brien</li> </ul> </li> </ul> <p style="text-align: center;"><b>Proposed: Cllr. Norma Moriarty</b> <b>Seconded: Cllr. Pa Daly</b></p>

1.4	<p><b>Board of Management Appointments</b>  <b>Gaelcholáiste Chiarraí</b>  The Board approved the following BOM appointments:</p> <ul style="list-style-type: none"> <li>➤ <b>An tAthair Francis Ó Nualláin - Community Representative</b> <ul style="list-style-type: none"> <li>➤ Replacing: An Tathair Bernard Ó hEalaithe</li> </ul> </li> <li>➤ <b>Ms. Lorraine O’Sullivan - Parent Representative</b> <ul style="list-style-type: none"> <li>➤ Replacing: Cáit Uí Luanaigh</li> </ul> </li> </ul> <p style="text-align: center;"><b>Proposed: Mr. Noel Keenan</b>  <b>Seconded: Ms. Francis Walsh</b></p> <p><b>Killorglin Community College</b>  The Board approved the following BOM appointments:</p> <ul style="list-style-type: none"> <li>➤ <b>Ms. Catherine McGrath - Parent Representative</b> <ul style="list-style-type: none"> <li>➤ Replacing: Ms. Susan Moriarty</li> </ul> </li> <li>➤ <b>Ms. Melissa O’Riordan - Staff Representative</b> <ul style="list-style-type: none"> <li>➤ Replacing: Ms. Saoirse Riordan</li> </ul> </li> </ul> <p style="text-align: center;"><b>Proposed: Cllr. John Francis Flynn</b>  <b>Seconded: Cllr. Michael Cahill</b></p> <p><b>Youthreach Board of Management</b>  The Board approved the following Youthreach BOM appointments:</p> <ul style="list-style-type: none"> <li>➤ <b>Mr. Lesley Begley – Youthreach Staff</b></li> <li>➤ <b>Mr. Stephen Goulding – School Principal</b></li> <li>➤ <b>Ms. Mary Theresa Buckley – Training Centre Staff Member</b></li> </ul> <p style="text-align: center;"><b>Proposed: Cllr. John Francis Flynn</b>  <b>Seconded: Cllr. Damian Quigg</b></p>
1.5	<p><b>Kerry ETB Policies for Approval</b>  The following policies as circulated previously were presented by the Director of OS&amp;D for approval:</p> <ul style="list-style-type: none"> <li>➤ <b>Communications Policy and Procedure</b>  This policy and procedure was circulated with the March 26<sup>th</sup> 2019 meeting Agenda.</li> <li>➤ <b>Revised Travel and Subsistence Policy and Procedure</b>  This policy and procedure was tabled at the March 26<sup>th</sup> 2019 Board Meeting.</li> </ul> <p style="text-align: center;"><b>Proposed: Mr. Michael O’Mahony</b>  <b>Seconded: Cllr. Damian Quigg</b></p>

<b>1.6</b>	<p><b>Leases</b></p> <p>The following leases, previously approved, were presented for signing and sealing:</p> <ul style="list-style-type: none"> <li>➤ <b>Killarney Youthreach, 50 High Street, Killarney</b> <ul style="list-style-type: none"> <li>➤ Approved by the Board on October 23<sup>rd</sup> 2018</li> </ul> </li> <li>➤ <b>FET Recruitment and Enrolment Office, Denny Street, Tralee</b> <ul style="list-style-type: none"> <li>➤ Approved by the Board on January 22<sup>nd</sup> 2019</li> </ul> </li> </ul> <p>The leases were formally signed and sealed, with the seal witnessed by the Finance Officer. The Board noted same.</p>
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<b>03/2019/2</b>	<b>ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH</b>
	<p>Next Board Meeting date: Tuesday April 30<sup>th</sup> 2019 at 4.15pm Kerry ETB Boardroom</p>

Signed/Sínithe: \_\_\_\_\_ Date/Dáta: \_\_\_\_\_