

**CRUINNIÚ BHORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ  
KERRY EDUCATION AND TRAINING BOARD MEETING**

<b>Date and Time:</b>	Tuesday 4 <sup>th</sup> November 2025
<b>Location:</b>	Centrepoint Boardroom
<b>Cathaoirleach:</b>	Cllr. Norma Moriarty
<b>Secretary:</b>	Ms. Ann O’Dwyer, Chief Executive Officer
<b>Attendance (Reserve Members):</b>	<ul style="list-style-type: none"> <li>• Cllr. Norma Moriarty</li> <li>• Cllr. Anne O’Sullivan</li> <li>• Cllr. Paul Daly</li> <li>• Cllr. Niall Kelleher (VC)</li> <li>• Cllr. Deirdre Ferris (VC)</li> <li>• Cllr. Teddy O’Sullivan Casey (VC)</li> <li>• Cllr. Marie Moloney</li> <li>• Cllr. Tommy Griffin (VC)</li> <li>• Mr. Joseph Brennan</li> <li>• Mr. Michael Larkin McCarthy</li> <li>• Mr. Noel Keenan</li> <li>• Ms. Lorraine O’Sullivan</li> <li>• Ms. Katherina Broderick</li> <li>• Ms. Annette Steinborn</li> <li>• Mr. John O’Connor</li> </ul>
<b>Attendance (Executive Members):</b>	<ul style="list-style-type: none"> <li>• Ms. Ann O’Dwyer, Chief Executive</li> <li>• Ms. Maria Brennan, Director of Organisation Support and Development</li> <li>• Mr. Owen O’Donnell, Director of Further Education and Training (FET)</li> <li>• Mr. Con Moynihan, Director of Schools, Youth and Music (SYM)</li> <li>• Ms. Betty Corkey, Head of Corporate and Procurement</li> <li>• Ms. Heather Shanahan, Head of Finance</li> <li>• Ms. Donna Monson, Corporate and Procurement Department</li> <li>• Ms. Eileen Diggin, Executive Support</li> </ul>
	<b>CONFLICT OF INTEREST/DISCLOSURE OF INTERESTS</b>
	As per Section 1.18 of Circular Letter (CL) 0083/2024, a conflict-of-interest form was circulated to each Board Member before the meeting for signature.

	An Cathaoirleach reminded members re the importance of completing the conflict-of-interest form at the start of the meeting and informed Board members that the meeting would go ahead once all forms were complete.
<b>11/2025/1</b>	<b>APOLOGIES AND CONDOLENCES LEITHSCÉALTA AGUS COMHBHRÓN</b>
<b>1.1</b>	<p><b>Apologies</b> were noted for the following Board members:</p> <ul style="list-style-type: none"> <li>• Cllr. Angie Baily</li> <li>• Cllr. Martin Grady</li> <li>• Cllr. Liam Nolan</li> <li>• Mr. Daniel O'Donoghue</li> <li>• Ms. Maria O'Gorman</li> <li>• Cllr. Maura Healy-Rae</li> <li>• Mr. Pádraig O'Sullivan, Head of Technology, Estates and Sustainability (TES)</li> </ul>
<b>1.2</b>	<p><b>Condolences/Comhbhrón</b></p> <p>An Cathaoirleach expressed her sympathy and that of the Board to:</p> <ul style="list-style-type: none"> <li>➤ Tom O'Donnell, Kerry College Monavalley Campus on the death of his brother-in-law Donal (Donie) O'Sullivan</li> <li>➤ Eibhlín Ní Mhuircheartaigh, Gaelcholáiste Chiarraí on the death of her mother-in-law Bridget Treacy</li> <li>➤ Rita Murphy, Coláiste na Ríochta on the death of her father-in-law John Joe Kelliher</li> <li>➤ Teresa Liddane, Kerry College Monavalley Campus on the death of her brother Michael Anthony Mulvihill</li> <li>➤ Imelda Matchett O'Callaghan, Kerry College Clash Campus on the death of her Uncle Bill Casey</li> <li>➤ Heather Shanahan, Head of Finance on the death of her mother-in-law Eileen Sinnott</li> <li>➤ Cllr. Niall O'Callaghan, former Kerry ETB Board Member on the death of his brother Paudie O'Callaghan</li> <li>➤ Nessa White, interim CEO SOLAS and former General Secretary ETBI on the death of her father Pat Doyle</li> <li>➤ Clair Horan, Kerry College Clash Campus on the death of her Aunt Ms. Helen McElligott (Horan)</li> <li>➤ Cllr. Fionnan Fitzgerald, former Kerry ETB Board Member on the passing of his father Mr. Robert Fitzgerald</li> </ul>
<b>11/2025/2</b>	<b>CONGRATULATIONS COMHGHAIRDEAS</b>
	<p><b>Congratulations/Comhghairdeas</b></p> <p>An Cathaoirleach extended congratulations to the following:</p>

	<ul style="list-style-type: none"> <li>➤ Coláiste na Ríochta has been selected as a short-listed finalist for the Tech Industry Alliance Excellence in Education Award.</li> <li>➤ Congratulations to the 103 Kerry Apprentices that graduated at the Kerry ETB/Limerick Clare ETB event on Friday 24th October 2025.</li> </ul>
	<p>An Cathaoirleach extended the Board of Kerry ETB’s best wishes to Mr. Jim Finucane.</p>
	<p><b>Presentation by Dr. Seamus Conboy - Director of Schools (Community National Schools &amp; Patronage)</b></p> <p>Dr. Seamus Conboy provided a detailed presentation on the rationale for more Community National Schools (CNS) in Kerry, which in summary showed that:</p> <ol style="list-style-type: none"> <li>1. There are 33 Community National Schools in Ireland, 4 of these are in Kerry. Recent ETBI research indicates that Parents are seeking more choice. Most primary schools in Kerry are of religious patronage. The last census indicated that almost half of all marriages in Kerry are non-religious or from other faiths.</li> <li>2. At secondary level, almost 1/3 of students already attend multi-denominational schools in Kerry, but at primary level, there is not the same choice. This shows a clear gap in options for parents at primary level.</li> <li>3. Community National Schools are public schools: They are the only primary schools in Ireland that are both state-funded and state-run, offering inclusive education for all children, regardless of background.</li> <li>4. Seamus also informed the Board that the Minister had launched the Primary School survey on the 4<sup>th</sup> November. He advised that the purpose of this survey was to give parents and guardians their say on key aspects of primary school provision. Parents or guardians of a children from 0-12 are encouraged you to take this opportunity to have your say.</li> </ol> <p>The short online survey asks for your views on:</p> <ol style="list-style-type: none"> <li>a. Whether your primary school should be co-educational or single-sex</li> <li>b. Whether your school should be denominational or multi-denominational</li> <li>c. Whether your school should teach through English or through Irish</li> </ol> <p><b>Survey link:</b> <a href="http://www.gov.ie/primaryschoolsurvey">www.gov.ie/primaryschoolsurvey</a></p> <p>The response is confidential and anonymous, and the results will help shape how primary education is planned and delivered in the years ahead. Early summary results will be published in 2026, and further local engagement may follow where strong support for change is identified. The survey is open until the 16<sup>th</sup> December 2025.</p> <p>An Cathaoirleach thanked Dr. Seamus Conboy for this very informative presentation.</p>

<b>11/2025/3</b>	<b>MINUTES MIONTUAIRISCÍ</b>
<b>3.1</b>	<p>The minutes of the Board meeting held on 30<sup>th</sup> September 2025 were presented to the Board for approval.</p> <p style="text-align: center;"><b>Proposed: Cllr. Paul Daly</b> <b>Seconded: Mr. Noel Keenan</b></p> <p>The minutes were adopted and signed at the meeting by an Cathaoirleach.</p>
<b>11/2025/4</b>	<b>MATTERS ARISING FROM MINUTES NITHE ATÁ AG ÉIRÍ AS NA MIONTUAIRISCÍ</b>
<b>4.1</b>	<p>An Cathaoirleach notified the Board that the matters arising would be dealt with further on in the meeting under the Governance section.</p>
<b>11/2025/6</b>	<b>GOVERNANCE RIALACHAS</b>
<b>6.1</b>	<p><b>Kerry College Killarney Campus Building Project Update.</b></p> <p>The CE advised that further to the discussion at the ETB Board meeting on 30<sup>th</sup> September 2025, matters were progressed as follows:</p> <p>Kerry ETB on the 6<sup>th</sup> August 2025, supplied the multi-criteria analysis for the site acquisition to SOLAS, to formally advance the proposed acquisition by Kerry ETB. The CEO of Kerry ETB in a letter dated 5<sup>th</sup> September 2025, sought an update from SOLAS regarding the site acquisition.</p> <p>Kerry ETB received an email on 17<sup>th</sup> September from Dr. Avril Behan, Director, FET College of the Future noting that DFHERIS received the SOLAS recommendation regarding the site acquisition on 31<sup>st</sup> August and that the recommendation is moving through the DFHERIS approvals process towards Ministerial approval. Kerry ETB awaits formal feedback and from SOLAS in this regard.</p> <p>Kerry ETB understands that the site acquisition process forms part of a three-stage process and expect approval to be received imminently to allow Kerry ETB to place an offer for the site, Stage 1 (Tailte Éireann Valuation).</p> <p>Following acceptance of this offer (Stage 2) and prior to the issuing of formal contracts Kerry ETB must apply for approval and funding to undertake assessments of the site e.g. site investigation, environmental assessments etc., these reports must be completed and issued to DFHERIS before final approval will issue for completion of the sale (Stage 3).</p>

	<p>From the outset, Kerry ETB and Kerry County Council have strictly adhered to the provisions of Circular 17/2016, “Policy for Property Acquisition and for Disposal of Surplus Property” as well as protocols established by SOLAS and DFHERIS regarding site acquisition, thus ensuring that all steps align with national guidelines.</p> <p>In addition, the acquisition process has been conducted in compliance with Circular 11/15, “Protocols for the Transfer and Sharing of State Property Assets”, which governs the transfer of State assets between public bodies. These protocols have guided our engagement with Kerry County Council along with the valuation process undertaken by Tailte Éireann which has identified the proposed valuation for the site as well as the requirements and due diligence which Kerry ETB must comply with as part of the proposed acquisition.</p> <p>In parallel, Kerry ETB is preparing to submit a revised Preliminary Business Case for the FET College project that will be developed on the preferred site. Based on the direction received from SOLAS on 29th September 2025 Kerry ETB were approved to proceed to tender for technical support to assist Kerry ETB with the refinement of the preliminary business case.</p> <p>The following outlines the timeline for the appointment of the technical resource:</p> <ul style="list-style-type: none"> <li>• RFT published on the 13th of October 2025 on E-Tenders.</li> <li>• Tenders are due to be received on the 3<sup>rd</sup> November 2025.</li> <li>• Tender evaluation to be completed by 10<sup>th</sup> November 2025.</li> <li>• Technical team to be appointed on the 14<sup>th</sup> November 2025.</li> </ul> <p>It is anticipated that the revised Preliminary Business Case will be submitted in January 2026.</p> <p>Following evaluation of Kerry ETB’s submission, a recommendation on whether to allow Kerry ETB to proceed through Approval Gate 1 (AG1) will be made, where, it is hoped, subject to approval, to progress to the next stage of development in line with the Infrastructure Guidelines, which will include the appointment of a Design Team to advance the project to initial design.</p> <p>An Cathaoirleach thanked the CE and welcomed a further update to be provided at the next Board meeting on 2<sup>nd</sup> December 2025.</p>
<p><b>6.1.2</b></p>	<p><b>South Campus Update</b></p> <p>The CE advised the Board that the Department of Further and Higher Education Research Innovation and Science has authorised SOLAS to engage with stakeholders to progress the Tralee MTU South campus transfer to Kerry ETB. A meeting has been arranged by SOLAS to discuss this on Tuesday 11<sup>th</sup> November 2025. Kerry ETB will use the services of the Architect led Team to assist with the costing and overall planning of the project.</p> <p>An Cathaoirleach thanked the CE for this update, and the Board welcomed the progress in relation to the South Campus transfer.</p>
<p><b>6.2</b></p>	<p><b>Tralee Sports and Leisure Centre Company Limited by Guarantee (CLG) Update</b></p>

	<p>Kerry ETB met with the Kerry County Council CEO and Tralee Regional Sports and Leisure CLG Manager and Chairperson on 17<sup>th</sup> September 2025. An update on Business Plan was presented by TRSLC CLG at this meeting.</p> <p>Kerry ETB presented on progress on the overall insurance claim as well as providing a detailed update on the installation of the modular unit on site. It was agreed that a technical team would be appointed to advance a master plan and options analysis for the site, prior to appointing a design team.</p> <p>This agreed approach has progressed as follows:</p> <ul style="list-style-type: none"> <li>• 30.09.25 - Tender documents issued to 7 architectural firms with experience developing sports centres masterplans.</li> <li>• 10.10.25 - Three tenders received.</li> <li>• 21.10.25 - Tender evaluation completed and tenderers notified of outcome.</li> <li>• Current Status – Finalising contractual documentation with successful tenderer. Contractual documentation to be finalised by the 31.10.25. Architect has 8 weeks to complete masterplan with forecast completion date of 12.01.26, allowing for Christmas closure.</li> </ul> <p>Kerry ETB are due to meet with all stakeholders again on 11<sup>th</sup> November 2025.</p> <p>The Board was presented with an update on engagement with IPB/OMC Claims.</p> <p>An Cathaoirleach thanked the CEO for the update.</p>
<p style="text-align: center;"><b>6.3</b></p>	<p><b>Risk Management update - circulated in advance</b></p> <p>The Director of Organisational Support and Development (OSD) presented the Board with a review of the Corporate Risk Register, in particular a review of Risk Number 2: Solas Funding.</p> <p>The risk has been updated to include reference to a review submitted to SOLAS in October 2025 which highlighted additional costs including those related to the new Adult Educator grade which are estimated at c €200k per annum.</p> <p>The Director advised that current practices continue which include monthly reporting to the Director of FET, monthly financial meetings with the CE, Directors and Head of Department and regular senior FET Management meetings.</p> <p>An Cathaoirleach thanked the Director of OSD for her comprehensive update.</p>
<p style="text-align: center;"><b>6.4</b></p>	<p><b>Information Security Management Systems (Cybersecurity) update - circulated in advance</b></p> <p>The Director of OSD advised the Board of Kerry ETB's ISMS Team review of all open Audit Recommendation areas:</p> <ul style="list-style-type: none"> <li>• All open actions addressed. Open action items discussed in line with ISMS requirements, to plan, check and act in all action implementations.</li> <li>• Action items placed in Audit Register /schedule log of Governance, Compliance and Risk Tool (Viclarity).</li> <li>• ISMS Team agrees that a monthly review of risk management and conclusion to be recorded in meeting minute in line with ISMS implementation strategy</li> </ul>

	<ul style="list-style-type: none"> <li>• AI Working Group to review terms of reference and provide strategic roadmap for integration of AI. Monthly report to be provided to Head of TES Department</li> <li>• ETBI FOI/DP Forum established a DPO subgroup to explore individual DPIA for Co-Pilot.</li> <li>• 35 Licences purchased.</li> <li>• Cyber security training with HEAnet and Microsoft Co-Pilot Training with Ergo completed across departments. All training recorded.</li> <li>• Training update provided by Privacy Engine to the Policy Review and Development Group on 18/09/25 with consensus approval of Privacy Engine as a suitable IT Training Platform for HQ, Schools and FET.</li> <li>• Offsite Records Management Storage Project underway, all departments apprised of protocol and phase 2 file recall now operational.</li> </ul> <p>Board members welcomed this update and thanked the Director of OSD.</p>
6.5	<p><b>Health and Safety update - circulated in advance</b></p> <p>The Head of Corporate and Procurement advised Board members that the Risk Assessment Program continued throughout September and October, with the following activities reported:</p> <p><b>Risk assessment programme</b> Schools and centres were inspected and assisted with risk assessments in September and October with 5 visits to centres and 2 visits to schools carried out.</p> <p><b>Training that took place:</b></p> <ul style="list-style-type: none"> <li>• Training for fire marshals in Head Office</li> <li>• Safety inspection and electrical hazards training for facility managers.</li> </ul> <p><b>Safety Management System</b></p> <ul style="list-style-type: none"> <li>• Monthly meetings between Head of Corporate and Procurement and the H&amp;S officer continued.</li> <li>• Safety Committee meeting held on the 11<sup>th</sup> October.</li> <li>• Quarterly meetings with Director of SYM and FET in October.</li> </ul> <p>The Head of Corporate and Procurement advised the Board members that, the Health and Safety Officer for Kerry ETB recommended removing the risk that involved the tall trees at Tahilla Community National School, as they have been cut down.</p> <p>Board Members thanked the Head of Corporate and Procurement for this update.</p>
6.6	<p><b>Establishment of Section 44 Committees (CL0083/2024) – as circulated in advance</b></p> <p>Further to the establishment of the Section 44 committees as was addressed at the 10<sup>th</sup> December 2024 Board meeting, the following Kerry ETB members/nominees’ appointments were presented for approval.</p> <p><b><u>Kerry ETB College of Further Education (Kerry College)</u></b> – Governance Board in accordance with Section 44 of the ETB Act 2013 - for Appointment. – Staff Member</p>

**Staff Member Nominee**

Laura Fitzgerald

**Proposed: Cllr. Anne O’Sullivan**

**Seconded: Cllr. Marie Moloney**

The Board approved this appointment as per Section 44 ETB Act 2013.

**Gaelcholáiste Chiarraí** Board of Management in accordance with Section 44 of the ETB Act 2013 - for Appointment. - English Speaking National School Nominee.

**English Speaking National School Nominee**

Pat Neenan

**Proposed: Cllr. Paul Daly**

**Seconded: Mr. Noel Keenan**

The Board approved this appointment as per Section 44 ETB Act 2013.

**Coláiste na Ríochta** Board of Management in accordance with Section 44 of the ETB Act 2013 - for Appointment. – Community Nominee

**Community Nominee**

Lucille O’Sullivan

**Proposed: Mr. Noel Keenan**

**Seconded: Ms. Annette Steinborn**

The Board approved this appointment as per Section 44 ETB Act 2013.

**Minutes of Section 44 Committees – as circulated in advance**

The following Section 44 Committees’ minutes, as circulated with the agenda, were presented for approval:

- Castleisland Community College. Meeting date 3<sup>rd</sup> June 2025
- Music Generation, meeting date 15<sup>th</sup> May 2025
- Causeway Comprehensive, meeting date 9<sup>th</sup> June 2025
- Kerry ETB Youth Work Committee, meeting date 20<sup>th</sup> May 2025
- Kerry College Governance Board, meeting date 10<sup>th</sup> June 2025

The Board approved the above listed minutes as presented.

**Proposed: Cllr. Deirdre Ferris**

**Seconded: Cllr. Marie Moloney**

**6.7**

6.8	<p><b>Minutes of Section 45 Committees – as circulated in advance</b></p> <p>The following Section 45 Committees’ minutes and summary reports, as circulated with the agenda, were taken as read and noted by the Board.</p> <ul style="list-style-type: none"> <li>➤ Section 45 Finance Committee minutes, meeting date 24th March 2025</li> <li>➤ Section 45 Audit and Risk Committee minutes, meeting date 5th June 2025</li> <li>➤ Summary Note of Section 45 Finance Committee meeting, meeting date 8th October 2025</li> <li>➤ Finance Committee Summary Report to Kerry ETB Board on the August 2025 Accounts</li> <li>➤ Summary Note of Audit and Risk Committee, meeting date 7th October 2025</li> </ul> <p>The Board noted the above as presented.</p>
6.9	<p><b>Policies for Approval - as circulated in advance</b></p> <p>The following policies were presented for approval by the Director of OSD.</p> <ul style="list-style-type: none"> <li>➤ Policy and Procedure Governance Framework</li> <li>➤ Dignity and Respect at Work Policy</li> <li>➤ Anonymous Complaint Procedure</li> <li>➤ Recruitment and Selection Policy and Procedure</li> <li>➤ Protected Disclosures Policy and Procedure</li> <li>➤ Board Member Resignation/Retirement Procedure</li> </ul> <p>The Board approved the above-listed policies as presented.</p> <p style="text-align: center;"><b>Proposed: Cllr. Deirdre Ferris</b> <b>Seconded: Cllr. Anne O Sullivan</b></p>
	<p>Cllr. Deirdre Ferris noted to the Board that one of the Kerry ETB FET Centres does not currently have a designated quiet room for learners who may require this facility. The Director of FET confirmed that this will be followed up on, that it is usually part of all planning and provision. The CE and Director of FET will revert to the Board with an update at the next Board meeting on 2<sup>nd</sup> December 2025.</p>
6.10	<p><b>Kerry ETB Communications Plan 2025 – 2027</b></p> <p>The Kerry ETB Communications Plan 2025 – 2027, which was circulated in advance of the meeting, was presented by the Head of Corporate and Procurement to the Board for noting.</p> <p>The Board noted this and thanked the Head of Corporate and Procurement for the update.</p>
6.11	<p><b>Kerry ETB Climate Action Plan 2026</b></p>

	<p>The Kerry ETB Climate Action Plan 2026, which was circulated in advance of the meeting, was presented by the Head of Corporate and Procurement to the Board for noting.</p> <p>The Board noted this and thanked the Head of Corporate and Procurement for the update.</p>
<b>6.12</b>	<p><b>Kerry ETB Energy Statement</b></p> <p>The Kerry ETB Energy Statement, which was circulated in advance of the meeting, was presented by the CEO for noting.</p> <p>The Board noted this and thanked the CEO for the update.</p>
<b>6.13</b>	<p><b>Use of Seal</b></p> <p>In accordance with Schedule 3, Paragraph (2) of the Education and Training Boards Act 2013, the seal of Kerry Education &amp; Training Board was used to execute the following document at the 4<sup>th</sup> November 2025 Board meeting.</p> <p>Lease between Kerry ETB and Manor Capital Properties Limited regarding the lease of Block F (Ansaldo) Monavalley Industrial Estate Tralee. This lease was previously approved by the ETB Board on 28<sup>th</sup> January 2025, and DFHERIS on 31<sup>st</sup> July 2025.</p> <p>The Board noted same and thanked the CE for this update.</p>
<b>6.14</b>	<p><b>Rent Review – Unit 9 Block T</b></p> <p>Board approval was sought to proceed with the rent review and accept a revised rent of €123,000 including vat per annum.</p> <ul style="list-style-type: none"> <li>➤ The revised rent is subject to DFHERIS approval.</li> <li>➤ The revised rent will be backdated to October 2024.</li> <li>➤</li> </ul> <p>Note that the actual rent review date, per the lease, is April 2023 so the revised rent should be backdated to this date. However, the landlord has agreed to backdating to October 2024. This results in a saving of c. €76,670 for Kerry ETB.</p> <p>The Board approved the above as presented.</p> <p style="text-align: center;"><b>Proposed: Mr. Joe Brennan</b> <b>Seconded: Mr. Noel Keenan</b></p>
<b>6.15</b>	<p><b>License Agreement: Kerry ETB/Kerry GAA regarding Killorglin astroturf Pitch</b></p> <p>Board approval was sought to proceed with the proposed license agreement between Kerry GAA and Kerry ETB with respect to the proposed development of an astro-turf pitch on the grounds of Killorglin CC.</p> <p>Board approval is sought to proceed with the agreement under the following terms:</p>

	<ul style="list-style-type: none"> <li>➤ Term: 25 Years (from the date of completion of construction of the pitch.)</li> <li>➤ License Fee: €10 Per Annum</li> <li>➤ Maintenance Fee: €5000 per annum</li> </ul> <ul style="list-style-type: none"> <li>• Kerry ETB have issued Heads of Terms (HOTs) to Kerry GAA to build an astro turf pitch at Killorglin Community College.</li> <li>• Under the HOTs Kerry ETB will secure Planning Permission and Kerry GAA will fund the development.</li> <li>• Kerry ETB will have access to the pitch from 8:00 am to 6:00 pm on weekdays during term time.</li> <li>• The GAA will have access to the pitch after 6:00 pm during school term and full access on weekends and school holidays.</li> <li>• The astroturf pitch will be used for the mutual benefit of both parties and for the local community.</li> <li>• A management committee will be established under the terms of the License Agreement.</li> </ul> <p>The Board approved the above as presented.</p> <p style="text-align: center;"><b>Proposed: Mr. Mike Lakrin McCarthy</b> <b>Seconded: Ms. Annette Steinborn</b></p>
<b>6.16</b>	<p><b>Publication of Kerry ETB’s Annual Financial Statement for Year Ended 31 December 2024</b></p> <p>The Board were advised of the Publication of Kerry ETB’s Annual Financial Statement for Year Ended 31<sup>st</sup> December 2024, which was circulated in advance of the meeting, presented by the Director of OSD for noting.</p> <p>The Director OSD informed the Board that they were pleased with the outcome, noting it was a very positive review.</p> <p>The Board noted same and thanked the Director OSD for this update and all the work that was carried out to receive a positive review.</p>

<b>11/2025/7</b>	<p><b>CE’S REPORTS &amp; QUESTIONS ON CE’S REPORTS</b> <b>TUAIRISCÍ AN PHRÍOMHFHEIDHMEANNAIGH AGUS CEISTEANNA ORTHU</b></p>
<b>7.1</b>	<p><b>Schools Youth and Music Report</b></p> <p>The Schools, Youth and Music Report, circulated in advance of the meeting, was noted by the Board and taken as read.</p> <p>The report addressed the following:</p> <ul style="list-style-type: none"> <li>➤ SEN Classes and Utilisation of School Space</li> <li>➤ National Guidance on the use of AI in Schools</li> <li>➤ New UBU for Kenmare &amp; Youth Work Developments</li> <li>➤ Music Generation Update</li> <li>➤ LCYP Update</li> </ul>

	<p>➤ REALT Update</p> <p>Board Members thanked the Director of Schools Youth and Music for his comprehensive report.</p>
7.2	<p><b>Further Education and Training Report</b></p> <p>The Further Education and Training Report circulated at the meeting, was noted by the Board and taken as read.</p> <p>The report addressed the following:</p> <ul style="list-style-type: none"> <li>➤ Quarter 3 FET Funding</li> <li>➤ Revised FET Funding Final Allocation</li> <li>➤ 2025 YTD September Beneficiaries</li> <li>➤ 2025 August YTD Beneficiaries</li> <li>➤ Kerry College September Registrations</li> <li>➤ Kerry ETB FET Part-Time Evening Courses</li> <li>➤ Critical Incident Review</li> <li>➤ College of the Future Killarney Campus</li> <li>➤ Kerry College Commercial Diving Training Programme Update</li> </ul> <p>Board Members thanked the Director of Further Education and Training for his report and updates.</p>
7.3	<p><b>Director of Organisation Support and Development Report</b></p> <p>The Organisation Support and Development Report, circulated in advance of the meeting, was noted by the Board, and taken as read.</p> <p>The report addressed the following:</p> <p><b>Governance, Compliance &amp; Risk System</b></p> <ul style="list-style-type: none"> <li>• Internal Control System</li> <li>• Annual Review of Internal/External/Sectoral Audit Reports</li> <li>• Sampling</li> <li>• Continuous Improvement Tool – Areas for Improvement</li> <li>• Desktop Monitoring</li> <li>• Site Visits</li> </ul> <p><b>Internal Audit Unit (IAU-ETBs)</b></p> <ul style="list-style-type: none"> <li>• School Utilisation Recruitment &amp; Utilisation of Teachers Audit – Draft report received - Audit Opinion: System of internal control is comprehensive and operates effectively. Control issues identified are relatively minor in nature and do not expose the ETB to significant risk of financial loss/operational disruption/reputational damage.</li> <li>• School Contributions Audit - draft report awaited</li> <li>• Solas Capital Funding - Devolved Funding and Completed Projects in Kerry ETB Audit - draft report awaited</li> <li>• ESOL Audit - Fieldwork is ongoing.</li> <li>• School Meals Programme – Sectoral Report - The A&amp;C Unit will also add the recommendations to the relevant ICQs in 2026</li> </ul>

	<p><b>Kerry ETB ISMS</b></p> <ul style="list-style-type: none"> <li>• ISMS Audit Update - ETBI FOI/DP Forum established a DPO subgroup to explore individual DPIA for Co-Pilot, 35 Licences purchased.</li> <li>• Cyber security training with HEAnet and Microsoft Co-Pilot Training with Ergo completed across departments. All training recorded.</li> <li>• Training update provided by Privacy Engine to the Policy Review and Development Group on 18/09/25 with consensus approval of Privacy Engine as a suitable IT Training Platform for HQ, Schools and FET.</li> <li>• Offsite Records Management Storage Project underway, all departments apprised of protocol and phase 2 file recall now operational.</li> </ul> <p>An Cathaoirleach thanked the Director of OSD for her report.</p>
<p>7.4</p>	<p><b>Technology Estates and Sustainability Report</b></p> <p>The Technology, Estates and Sustainability Report, circulated in advance of the meeting, was noted by the Board and taken as read.</p> <p>The report addressed the following topics:</p> <p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• Kerry College Killarney Campus Building Project</li> <li>• Tralee Sports and Leisure Centre Company Limited by Guarantee</li> <li>• Blennerville Project</li> </ul> <p><b>ICT and Cybersecurity</b></p> <ul style="list-style-type: none"> <li>• Guidance on Artificial Intelligence in School</li> <li>• Green Devolved Funding</li> <li>• Infrastructure Renewal and Upgrade Programme for Kerry ETB</li> <li>• Firewall Upgrade Site List and Strategic Rationale</li> <li>• Overview of the Q4 2025 Upgrade Programme</li> </ul> <p><b>Sustainability</b></p> <ul style="list-style-type: none"> <li>• Climate Action Plan</li> <li>• Kerry ETB Energy Statement</li> </ul> <p><b>Land and Leases</b></p> <ul style="list-style-type: none"> <li>• Use of the Seal</li> <li>• Rent Review Block T-9 (Hall 1&amp;2) Monavalley Industrial Estate Tralee</li> <li>• Killorglin Astro Turf Pitch, Proposed Licence Agreement with Kerry GAA</li> <li>• Áras an Phobail Accommodation- LCA Youthreach</li> <li>• Leases Vacated</li> <li>• Applications awaiting DoE/DFHERIS approval</li> </ul> <p><b>Kerry ETB Capital Projects</b></p> <ul style="list-style-type: none"> <li>• Schools</li> <li>• Further Education and Training</li> </ul> <p>An Cathaoirleach thanked the Head Technology, Estates and Sustainability for the report.</p>
<p>7.5</p>	<p><b>Finance Report</b></p> <p>The Finance Report was circulated in advance of the meeting and was presented to the Board by Head of Finance.</p>

	<p>The report addressed the following:</p> <ul style="list-style-type: none"> <li>• Kerry ETB Cash Grants as at 30<sup>th</sup> September 2025</li> <li>• Financial Status <ul style="list-style-type: none"> <li>-Head Office</li> <li>-Schools, Post Primary – Non pay</li> <li>-Community National Schools</li> <li>-Youth and Music</li> <li>-Further Education and Training</li> </ul> </li> </ul> <p>An Cathaoirleach thanked the Head of Finance for the report.</p>
7.6	<p><b>Chief Executive’s Report</b></p> <p>The Chief Executive’s Report, circulated in advance of the meeting, was noted by the Board and taken as read.</p> <p>The Report addressed the following matters:</p> <ul style="list-style-type: none"> <li>• Strategic Engagements</li> <li>• Capital Portfolio</li> <li>• Governance and Policies</li> <li>• Educational Developments</li> <li>• Events</li> <li>• Update on FET College of the Future</li> <li>• Update on School Completion Programme</li> <li>• Update on Interim Executive Leadership arrangements at SOLAS</li> </ul> <p>An Cathaoirleach thanked the Chief Executive for her report.</p>
11/2025/8	<p><b>CORRESPONDENCE COMHFHREAGRAS</b></p>
8.1	<p><b>DES Correspondence/Comhfhreagras na Roinne O&amp;S:</b> Noted as listed</p>
8.2	<p><b>DES Circular Letters/Imlitreacha na Roinne O&amp;S:</b> Noted as listed</p>
8.3	<p><b>DES Press Releases/Preaseisiúintí na Roinne O&amp;S:</b> Noted as listed</p>
8.4	<p><b>ETBI Correspondence/Comhfhreagras BOOÉ:</b> Noted as listed</p>
8.5	<p><b>Other Correspondence/Comhfhreagras Eile:</b> Noted as listed</p>
11/2025/9	<p><b>MEMBERS BUSINESS GNÓ NA MBALL</b></p>

	<p><b><u>Invitation to Minister Lawless Visit</u></b></p> <p>The CE, on behalf of Kerry Education and Training Board, was pleased to invite members to attend the visit of Mr. James Lawless, TD, Minister of Further and Higher Education, Research, Innovation and Science, to the Monavalley Campus on Thursday, 6<sup>th</sup> November at 12:30pm.</p> <p>This visit represents a significant occasion for Kerry ETB, providing an opportunity to showcase the innovation within Kerry College, and its commitment to delivering future-focused education and training for learners, apprentices, and local industry. The event will include an input on the Kerry ETB FET College of the Future progress, a short address by the Minister, a campus tour, and opportunities to meet with staff, learners, and key stakeholders.</p> <p><b><u>Official Opening of Coláiste na Sceilge</u></b></p> <p>The CE invited members to attend the official opening of the Coláiste na Sceilge modular unit extension.</p> <p>The extension will be formally opened by the Minister for Education and Youth, Helen McEntee.</p> <p>The opening will take place on Friday, 14<sup>th</sup> November at 2:00pm at Coláiste na Sceilge.</p> <p><b><u>Official Opening of Tahilla Community National School</u></b></p> <p>The CE invited members to attend the official opening of Tahilla Community National School.</p> <p>The school will be formally opened by the Minister for Education and Youth, Helen McAtee.</p> <p>The opening will take place on Friday, 14<sup>th</sup> November, at 10:00am at Tahilla Community National School.</p>
<p><b>11/2025/10</b></p>	<p><b>ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH</b></p>
<p><b>10.1</b></p>	
	<p><b>The next Board meeting will be Tuesday 2<sup>nd</sup> December 2025 at 3.00 p.m. Venue to be confirmed</b></p> <p><b><i>This concluded the business of the meeting.</i></b></p>