

**MINUTES OF MEETING HELD ON
TUESDAY, 5 OCTOBER 2021**

A meeting of Cavan and Monaghan Education and Training Board
took place in the **Garage Theatre, Armagh Road, Monaghan,**
on Tuesday, 5 October 2021 at 2pm

BAILL I LATHAIR: **Colm Carthy**

BAILL I LATHAIR: Madeleine Argue, Carmel Brady, Aidan Campbell, Sean Conlon, Brendan Fay, Sean Fegan, Michelle Flynn, Brian Martin, Micheál Martin, David Maxwell, Martin McBreen, PJ O'Hanlon, Sean Smith, Patricia Walsh.

LEITHSCEIL: April Anna Barker, Elaine Carolan, Rosena Donagh, Clifford Kelly, Joe McGrath, Sarah O'Reilly.

AR FREASTAIL: John Kearney, Chief Executive
Berni Power, DOSD
Amanda Taylor, FO
Gerardine Heaphey, AO
Fiona Nugent, CO
Marie Traynor, SSO
Seamus Connolly, CPO

1. Preliminary

1.1 Welcome

The Chairperson welcomed all present

1.2 Declaration of Interest

The Declaration of Interest statement was circulated and signed.

1.3 Apologies/ Absence Approval:

It was resolved: R. 01/10/2021

“to approve the absence of April Anna Barker, Elaine Carolan, Rosena Donagh, Clifford Kelly, Joe McGrath and Sarah O'Reilly.”

Proposed by Cllr M Argue Seconded by Cllr P Walsh
PASSED UNANIMOUSLY

Condolences

- To PJ O'Hanlon on the death of his mother-in-law, Kathleen Clarke
- To Martin McBreen on the death of his father, Eymard McBreen
- To Aisling O'Donnell (Monaghan Admin Centre) on the death of her aunt, Bridget Connolly
- To Helen McDonald (Monaghan Admin Centre) on the death of her aunt, Teresa Jones
- To Patricia Martin (Adult Education Services) on the death of her mother-in-law, Agnes Duffy
- To Liam O'Connor (former Principal of Beech Hill College) on the death of his wife, Nuala O'Connor

1.4 Election of Chairperson

Proposals were invited for the position of Chairperson. Cllr Colm Carthy was proposed by Cllr S Conlon and seconded by Cllr D Maxwell.

As there were no other nominations, Cllr Colm Carthy was deemed elected to the position of Chairperson.

1.5 Election of Deputy Chairperson

Proposals were invited for the position of Deputy Chairperson. Cllr Carmel Brady was proposed by Cllr M Argue and seconded by Cllr A Campbell

As there were no other nominations, Cllr Carmel Brady was deemed elected to the position of Deputy Chairperson.

1.6 Minutes of Meeting

It was resolved: R. 02/10/2021

"to adopt the Minutes of the meeting of Cavan and Monaghan ETB held on 20 July 2021."

Proposed by Cllr M Argue Seconded by Cllr D Maxwell
PASSED UNANIMOUSLY

1.7 Matters Arising

Business Continuity Plan (BCP)

The CE updated the meeting on the Business Continuity Plan with regard to Covid-19 as follows:

- Schools have reopened and are managing successfully
- FET Centres have reopened and are operating well
 - Apprenticeships: Centre based training has re-commenced
- Induction Programmes for newly recruited staff have been provided
- Adult Education, Community Education are being conducted on site
- Admin Centres: Teams approach in operation

NOTED

2. Correspondence and Matters Arising

2.1 Correspondence

○ Department of Education: Circulars

<i>Reference</i>	<i>Details</i>
Circular 0029/2021	Special Needs Assistant Allocations for the 2021/22 School Year for Mainstream Classes in Primary and Post Primary Schools
Circular Letter 0030/2021	Parent's Leave Scheme For Registered Teachers employed In Recognised Primary and Post Primary Schools
Circular Letter 0031/2021	Coronavirus (COVID-19): Arrangements for Staff other than Teachers and Special Needs Assistants who are employed in ETBs
Circular: 0033/2021	Arrangements for Inspectorate engagement with Post-Primary Schools and Centres for Education 2021/2022 School Year
Circular 0034/2021	Updated Entry Criteria for the Gaeltacht Entry route to the (English Medium) Primary Bachelor of Education
Circular Letter 0035/2021	Parent's Leave Scheme for Special Needs Assistants employed In Recognised Primary and Post Primary Schools
Circular Letter 0036/2021	Application of 1st July 2021 FEMPI Pay Restoration of certain grades other than Teachers and SNAs employed by ETBs with salaries of between €70,000 and €150,000
Circular Letter 0037/2021	Building momentum agreement 2021 - 2022 Revision of 2011 entrant teacher salaries with effect from 1 March 2021 - application of additional incremental skips
Circular Number 0038/2021	Home Tuition Grant Scheme 2021/2022: Special Education Component
Circular Letter 0039/2021	Extended Breastfeeding Breaks for Special Needs Assistants employed In Recognised Primary and Post Primary Schools
Circular Letter 0040/2021	Partial Return to Work for Special Needs Assistants employed in Recognised Primary and Post Primary Schools
Circular 41/2021	Fair Processing Notice to explain how the personal data of students in post-primary schools on the Post-Primary Online Database (PPOD) will be recorded, processed and shared.
Circular Letter 0042/2021	Coronavirus (COVID-19): Arrangements for Teachers and Special Needs Assistants employed in recognised Primary and Post Primary schools
Circular Letter 0043/2021	Coronavirus (COVID-19): Arrangements for Staff other than Teachers and Special Needs Assistants who are employed in ETBs
Circular Letter 0045/2021	Additional measures to support schools and pupils/students to mitigate the impact of disruption to in-school education resulting from Covid-19, to be delivered in the 2021/22 School Year Covid Learning and Support Scheme
Circular: 0047/2021	Guidelines for the use of Reduced School Days in Schools
Circular Number 0048/2021	Home Tuition Grant Scheme for 1. Children without a school place (NSP) – Application Forms are only available from the Educational Welfare Service (EWS), Tusla Education Support Service (TESS) - Application Form HT NSP21 and 2. Children in Care without a school place - (CIC) – Short Term Home Tuition Grant Scheme – Application Form HT CIC21 are only available from a Social Worker

Circular Number
0049/2021

Home Tuition Grant Scheme in respect of Maternity Related Absences

Department of Education Circulars are available to download from the Department's website
<https://www.education.ie/en/Circulars-and-Forms/Active-Circulars/?pageNumber=1>

READ

- Correspondence received from **Department of Education**

General Correspondence: DoE	
Date	Subject
24.05.2021	Acknowledging receipt of CMETB Annual and Chairperson's Comprehensive Reports 2020
28.05.2021	CMETB - Amendments to the 2020 Annual and Chairperson's Comprehensive Reports
11.06.2021	CMETB - DoE sign off on the 2020 Annual & Chairpersons Comprehensive Reports
14.06.2021 21.06.2021 & 02.07.2021	Oversight Agreement (OA) and Performance Delivery Agreement (PDA)
06.09.2021	CMETB Annual Report for 2020 has been laid before both Houses of the Oireachtas and may now be published on CMETB's website

READ

Finance Correspondence: DoE	
Date	Subject
26.04.2021	CMETB - Amendments to the 2021 Service Plan
18.06.2021	CMETB - Sign-off of the 2021 Service Plan
24.06.2021	DEIS Grant Allocation - 2021/2022 School Year
23.08.2021	Publication of the 2021 Service Plan

READ

Land and Buildings Correspondence: DoE	
Date	Subject
25.05.2021	Additional Temporary Accommodation: Beech Hill College final approval for rental accommodation w.e.f. September 2021 to June 2024
31.05.2021	Additional Accommodation Scheme 2021 - Virginia College funding approval for temporary accommodation w.e.f. September 2021 to June 2024
11.06.2021	Additional Accommodation Scheme 2021 - funding approval for refurbishment works at Coláiste Dún an Rí for Youthreach Centre and Community Centre
16.06.2021	Provision of Additional Accommodation 2021: approved all in grant for the provision of additional accommodation at Coláiste Dún an Rí
17.06.2021	Rental of temporary accommodation: Approval in Principle for the relocation of displaced learners from the Youthreach Centre to rental of Railway Station Building, Kingscourt. Students from Coláiste Dún an Rí will then be accommodated at the Youthreach Centre and the Community Centre w.e.f. September 2021 until new build is complete.
21.06.2021	Additional Accommodation Scheme 2019: Ballybay Community College: approval to proceed to construction based on grant (<i>this letter supersedes approval letter dated 19.04.2021</i>)

30.06.2021	Sanction of lease at Cavan Institute/CMETB Training Centre, Ballinagh Road, Cavan in respect of FE Programmes w.e.f. 01.10.2021 for 5 years.
01.07.2021	Additional Temporary Accommodation: Inver College - funding approval for modular accommodation
08.07.2021 & 19.07.2021	Education Facilities in West Cavan
13.07.2021	Additional Temporary Accommodation: Virginia College final approval for 2021
29.07.2021	Completion of Appropriation Accounts Returns to the DoE - templates to issue
03.08.2021	Extension of Rental Period for temporary accommodation at St Brinin's College up to 31.12.2022 - prefab
05.08.2021	EW Grant application unsuccessful - prefab at St Brinin's College
31.08.2021	Additional Accommodation Scheme 2021: Modular Accommodation Framework increase in funding - Inver College
31.08.2021	Additional Accommodation Scheme: Doohamlet NS approval letter

READ

- Correspondence received from **other sources**

Finance	Correspondence - Other Sources	
Date	From	Subject
12.05.2021	DEASP	School Meals (Local Projects) Scheme 2020/2021: allocation details - Inver College.
10.06.2021	DCEDIY	Covid-19 Minor Grant Scheme for youth services and youth clubs 2021: CMETB Allocation €23,309
29.06.2021	DEASP	School Meals (Local Projects) Scheme 2021/2022: Castleblayney College allocation of €72,454.20: first instal of €6,065.45 to issue
29.06.2021	Irish Adventure Sports Training Trust (IASTT)	Allocation of Pilot IASTT Grant to Tanagh OETC: €10k
28.07.2021	DCEDIY	Youth Capital Funding Scheme 2021 for staff-led Youth Services: revised capital funding allocation of €53,027.50
29.07.2021	DCEDIY	UBU Resilience and Effectiveness Outcome: Approval in principle for increase in base funding for ISPC Monaghan and Include Youth Service
10.08.2021	DCEDIY	UBU Your Place Your Space 2021 Additional Funding Allocation - Resilience and Effectiveness Process Additional annual grant funding of up to a max. of €17,500 (ISPC Monaghan and Include Youth Service)
10.09.2021	DCEDIY	<ul style="list-style-type: none"> Youth Capital Funding ETB Youth Grant 2nd instal. Maternity Leave (additional funding) UBU 3rd/4th instal. UBU Resilience and Effectiveness Youth Information Centres 3rd/4th instal. Total: €468,301.38 to issue
13.09.2021	DCEDIY	<ul style="list-style-type: none"> Covid-19 Minor Grant Scheme Targeted Youth Employability Support Initiative 2021 Total: €33,309 to issue
13.09.2021	DEASP	School Meals (Local Projects) Scheme 2021/2022: Beech Hill College allocation of €251,940.15: first instal of €56,460 to issue

21.09.2021	DCEDIY	<ul style="list-style-type: none"> Covid-19 Minor Grant Scheme for youth services and youth clubs 2021: CMETB Allocation increased to: €33,440
28.09.2021	DCEDIY	<ul style="list-style-type: none"> Covid-19 Minor Grant Scheme - Additional Funding: payment of grant to issue €10,131

READ

Finance	Correspondence - SOLAS	
Date	Subject	
17.08.2021	Cavan Institute: Decision Gate 3 Project #68A (Site works) and #68B (Equipment) - approval <i>(see also Correspondence from Other Sources: Land and Buildings)</i>	

READ

Land and Buildings	Correspondence - Other Sources	
Date	From:	Subject
17.05.2021 28.05.2021 15.06.2021	Virginia Show Committee/ Society	Virginia School Extension and reply Forgoing Right-of-Way and Agreement to forgo part of Right-of-Way
22.07.2021	Barry Healy & Co Solrs	Virginia College Site: Agreement to forgo part of Right-of-Way for a period of 4 years w.e.f. 22.07.2021 (CMETB and Virginia Agricultural Society CLG)
17.08.2021	SOLAS	Cavan Institute: Decision Gate 3 Project #68A (Site works) and #68B (Equipment) - approval <i>(see also Correspondence from SOLAS)</i>
24.08.2021	Monaghan Co Council	Major Emergency Plan - use of CMETB facilities
13.09.2021	SEAI	S.I. 426 Energy Audit

READ

General	Correspondence - Other Sources	
Date	From:	Subject
22.07.2021	Cavan Co Council	Inquiring whether a dedicated training course could be put in place to address the issue of a skills shortage within the Construction Sector.
27.07.2021	Monaghan Co Council	Training Programme for Farmers - review of Economic Actions from the Local Economic Community Plan
27.09.2021	Sean Fegan	Resignation from position of Chairperson of CMETB at the commencement of the next regular meeting scheduled for 5 October, 2021.
27.09.2021	Aprilanna Barker	Resignation from position of Deputy Chairperson of CMETB at the commencement of the next regular meeting scheduled for 5 October, 2021.

READ

- Correspondence received from **ETBI**

Date	Subject
30.06.2021	FET Stakeholders Group Update - FET Covid-19 Procedures
26.07.2021	Notice of ETBI AGM 2021 on 30.09.2021
18.07.2021	Covid-19: Rapid Testing Pilot Sites - CMETB FET Campus Cavan selected

19.08.2021	FET Stakeholders - return of FET learners for new academic year
20.08.2021	FET Stakeholders meeting: Craft Apprenticeship Update
06.09.2021	ETBI AGM 30.09.2021 online at 11am - selection of delegates to attend
06.09.2021 & 07.09.2021	FET Stakeholders meeting update - on-site return of FET learners for new academic year

READ

- Correspondence **sent:**

General		
Date	To	Subject
13.09.2021	CMETB Principals	Board's Appreciation for the quality of teaching and learning delivered during the Covid-19 Pandemic

READ

2.2 Correspondence - Matters Arising

No business.

3. Audit and Risk

3.1 Audit and Risk Committee

It was resolved: R. 03/10/2021

"to adopt the Minutes of the meeting of the Audit and Risk Committee held on 10 March 2021."

Proposed by Cllr S Conlon Seconded by Cllr D Maxwell
PASSED UNANIMOUSLY

It was resolved: R. 04/10/2021

"to adopt the Minutes of the meeting of the Audit and Risk Committee held on 21 June 2021."

Proposed by Cllr C Brady Seconded by Cllr D Maxwell
PASSED UNANIMOUSLY

4. Finance

4.1 Finance Committee

It was resolved: R. 05/10/2021

"to adopt the Minutes of the meeting of the Finance Committee held on 18 March 2021."

Proposed by Mr S Fegan Seconded by Mr M McBreen
PASSED UNANIMOUSLY

4.2 Finance Update

The Finance Officer briefed the meeting on the Financial Report from January 2021 to August 2021 incl. which was circulated.

NOTED

4.3 Overdraft Accommodation

The CE submitted a written proposal to the Board as to why it should seek overdraft accommodation for the purposes of carrying out the Board's functions.

To be resolved:

"That the Board agrees to seek the approval of the Department of Education for bank overdraft, in accordance with Section 49 of the Education and Training Boards Act 2013, on a precautionary basis, with Bank of Ireland, Church Square, Monaghan.

- a bank overdraft of €3 million max. with Bank of Ireland, Church Square, Monaghan, to cover the period 1 January 2022 to 31 December, 2022 incl."

It was resolved: R. 06/10/2021

"to seek the approval of the Department of Education for bank overdraft, in accordance with Section 49 of the Education and Training Boards Act 2013, on a precautionary basis, as follows:

- a bank overdraft of €3 million max. with Bank of Ireland, Church Square, Monaghan, to cover the period 1 January 2022 to 31 December 2022 incl."

Proposed by Cllr D Maxwell Seconded by Mr M Martin
PASSED UNANIMOUSLY

4.4 Business on Line EFT facilities

It was resolved: R. 07/10/2021

"to seek approval from the Department of Education to facilitate Business-on-Line EFT facilities with Bank of Ireland on an ongoing basis to an amount of €2,900,000."

Proposed by Mr M McBreen Seconded by Mr M Martin
PASSED UNANIMOUSLY

5. OSD Matters

5.1 Land and Buildings

5.1.1 Leases/ Contracts: No business

5.1.2 Land and Buildings Report

Land and Buildings Report. NOTED

Education Facilities in West Cavan

The CE and members reported on the recent stakeholders' meeting with the Minister for Education in relation to education facilities in West Cavan.

NOTED

Protocol for Future Meetings with a Minister

It was resolved: R. 08/10/2021

“that, in future, the CMETB Chairperson and Deputy Chairperson would attend any official meetings with a Minister.”

Proposed by Cllr D Maxwell Seconded by Mr M Martin
PASSED UNANIMOUSLY

5.2 Risk Management Report: NOTED

5.3 Summary of Executive Orders (Delegation of duties): No business

5.4 Use of Facilities

CMETB Centre	Requested by	Date/s Required
Virginia College	Ramor Utd. GFC	Thursdays from 13 May to 31 October 2021
Virginia College	Virginia FC Seniors	25 May to 17 September 2021
Virginia College	Irish Blood Transfusion Service	12 to 15 July 2021
Virginia College	East Cavan Eagles Basketball Club	Monday to Friday from 26 September to 31 December 2021
Virginia College	Starcamp Ltd	19 to 23 July 2021
Inver College Carrickmacross	Carrick Emmets Rounders	10 May to 29 July 2021
Inver College Carrickmacross	Carrickmacross Emmets GFC	24 June to 26 August 2021
Inver College Carrickmacross	Born 2 Perform Stage School	Mondays – 2021/2022 Academic Year commencing 20.9.2021
Coláiste Oiriall	Muineachán le Gaeilge	26 to 30 July 2021
Coláiste Oiriall	Starcamp Ltd.	3 to 7 August 2021
Castleblayney College	Castleblayney Care Association	Weekdays from 12 July to 6 August 2021
Castleblayney College	Born 2 Perform Stage School	9 to 13 August 2021
Castleblayney College	Castleblayney Faughs GFC	3 September and 2 October 2021
Castleblayney College	Castleblayney Gymnastics	Tuesdays from October 2021 to May 2022 (pending required level of indemnity)

CMETB Properties in Co. Monaghan	Monaghan County Council	When required in the event of a major emergency
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It was resolved: R. 09/10/2021

“to approve use of facilities as outlined above subject to the usual conditions.”

Proposed by Ms M Flynn Seconded by Cllr PJ O’Hanlon
PASSED UNANIMOUSLY

5.5 Other Matters:

5.5.1 Policies

Policies for noting:

Item No.	Policy
5.5.1.1	CMETB Treasury Policy
5.5.1.2	CMETB Hospitality, Entertainment and Gifts Policy

NOTED

5.5.2 Charities Regulator

The Compliance Officer briefed the meeting on the Charities Regulator Code of Governance, the Annual Report to the Charities Regulator and the Board members’ responsibilities as Trustees.

5.5.2.1 Charities Governance Code: Compliance Record Form

It was resolved: R. 10/10/2021

“to adopt the Charities Governance Code: Compliance Record Form.”

Proposed by Cllr D Maxwell Seconded by Cllr C Brady
PASSED UNANIMOUSLY

5.5.2.2 Charities Governance Code: Authorised Filer

It was resolved: R. 11/10/2021

“to appoint Fiona Nugent, Compliance Officer, as the Authorised Filer in this regard.”

Proposed by Cllr D Maxwell Seconded by Cllr C Brady
PASSED UNANIMOUSLY

5.5.3 “In Camera” Business

It was resolved: R. 12/10/2021

“to conduct the following business “In Camera” due to its sensitive and confidential nature.”

Proposed by Cllr D Maxwell Seconded by Ms M Flynn
PASSED UNANIMOUSLY

[Redacted]

[Redacted]

It was resolved: R. 13/10/2021

that “In Camera” business had been concluded.

Proposed by Cllr D Maxwell Seconded by Mr M Martin
PASSED UNANIMOUSLY

6. Strategy Statement

6.1 Strategy Statement 2022 - 2026

6.1.1 Strategy Statement 2022 - 2026

The CE briefed the meeting on the Strategy Statement 2022 - 2026 for CMETB which is currently being developed with stakeholder engagement.

NOTED

6.2 Policies:

Policy for noting:

Item No.	Policy
6.2.1	CMETB Social Media Policy

NOTED

6.3 Service Level Agreement/ Memorandum of Understanding/Consortium Agreement

Agreements for noting:

Item No.	Policy
6.3.1	SLA: CMETB and Monaghan Youth Federation CLG T/A Youth Work Ireland Cavan Monaghan: Youth Capital Funding Scheme 2021
6.3.2	Erasmus+ Accreditation Agreement - Cavan Institute

NOTED

7. Committees and Reports

7.1 Further Education and Training:

7.1.1 Director of Further Education and Training (DFET) Report

NOTED

7.1.2 CMETB FET Board

7.1.2.1 CMETB FET Board Minutes

Resolution No.	Date	Proposed/ Seconded
R. 14/10/2021	30.03.2021	Proposed by Cllr D Maxwell Seconded by Cllr PJ O'Hanlon

PASSED UNANIMOUSLY

7.1.3 Board of Management

7.1.3.1 Board of Management Minutes:

It was resolved to **adopt the Minutes** of the meeting(s) of Boards of Management as follows:

Resolution No.	Centre	Date	Proposed/ Seconded
R. 15/10/2021	Cavan Institute	23.03.2021	Proposed by Cllr M Argue Seconded by Cllr P Walsh
R. 16/10/2021	Cavan Institute	21.04.2021	Proposed by Cllr M Argue Seconded by Cllr P Walsh
R. 17/10/2021	Cavan Institute	04.05.2021	Proposed by Cllr M Argue Seconded by Cllr P Walsh

R. 18/10/2021	Cavan Institute	08.06.2021	Proposed by Cllr M Argue Seconded by Cllr P Walsh
	Monaghan Institute	No business	
R. 19/10/2021	Youthreach	23.02.2021	Proposed by Cllr P Walsh Seconded by Cllr M Argue
R. 20/10/2021	Youthreach	18.05.2021	Proposed by Cllr P Walsh Seconded by Cllr M Argue

PASSED UNANIMOUSLY

7.1.4 Youth Work Committee

7.1.4.1 Youth Work Committee Minutes

It was resolved to **adopt the Youth Work Committee Minutes** as follows:

Resolution No.	Date	Proposed/ Seconded
R. 21/10/2021	11.02.2021	Proposed by Cllr C Brady Seconded by Cllr C Carthy
R. 22/10/2021	10.06.2021	Proposed by Cllr C Brady Seconded by Cllr C Carthy

PASSED UNANIMOUSLY

7.1.5 FET Policies

Policies for noting:

Item No.	Policy
7.1.5.1	CMETB Adult Safeguarding Policy
7.1.5.2	CMETB Course Fee Policy
7.1.5.3	CMETB TQAS Learner Absence & Sickness Policy (Amended)
7.1.5.3	CMETB Training Services Code of Conduct Policy

NOTED

7.1.6 Child Safeguarding: No business

7.2 Schools:

7.2.1 Director of Schools (DOS) Report

NOTED

7.2.2 Boards of Management

7.2.2.1 Board of Management (BOM) Minutes

It was resolved to **adopt the Minutes** of the meeting(s) of Boards of Management as follows:

Resolution No.	School/ Centre	Date of Meeting	Proposer / Seconder
R. 23/10/2021	Ballybay Community College	25.03.2021	Proposed by Mr M Martin Seconded by Mr M McBreen
R. 24/10/2021	Beech Hill College	15.03.2021	Proposed by Cllr A Campbell Seconded by Cllr D Maxwell
	Breifne College	No business	
	Castleblayney College	No business	
	Coláiste Dún an Ri	No business	
R. 25/10/2021	Coláiste Oiriall	22.04.2021	Proposed by Cllr D Maxwell Seconded by Mr B Martin
	Inver College	No business	
R. 26/10/2021	Largy College	04.05.2021	Proposed by Cllr D Maxwell Seconded by Mr B Martin
	St Mogue's College	No business	
	St Bricin's College	No business	
	Virginia College	No business	
R. 27/10/2021	Garage Theatre	26.01.2021	Proposed by Cllr S Conlon Seconded by Mr B Martin
R. 28/10/2021	Garage Theatre	30.03.2021	Proposed by Cllr S Conlon Seconded by Mr B Martin

PASSED UNANIMOUSLY

7.2.3 School Based Policies: No business

7.2.4 Child Safeguarding: No business

7.2.5 Anti-Bullying: No business

8. Attendance Approval

8.1 Attendance Approval:

It was resolved: R. 29/10/2021

to approve attendance as follows:

Title	Details	Delegates	Proposer/ Seconder
ETBI AGM 2021	Online 30.09.2021	<ul style="list-style-type: none">• Sean Fegan• Clifford Kelly• Colm Carthy• Michelle Flynn• Micheál Martin	Proposed by Cllr C Brady Seconded by Mr B Martin

PASSED UNANIMOUSLY

9. CE's Report

9.1 Meetings

19.05.2021	<ul style="list-style-type: none">• ETBI meeting
20.05.2021	<ul style="list-style-type: none">• ESBS: ETB Finance Steering meeting• ETBI ICT Steering pre-meeting
21.05.2021	<ul style="list-style-type: none">• ETBI: DFET Discussion - planning framework• Covid-19 TES planning meeting
24.05.2021	<ul style="list-style-type: none">• Building meeting in Kingscourt• Castleblayney GAA meeting
25.05.2021	<ul style="list-style-type: none">• ETBI: meeting with IPB re Cyber Security• ETBI ICT Steering Meeting• Irish Life Strategy
26.05.2021	<ul style="list-style-type: none">• Screen Ireland Proposal: Film Crew Development Hub
27.05.2021	<ul style="list-style-type: none">• ETBI: FET Stakeholders' meeting• Cavan LAG and LCDC meetings
28.05.2021	<ul style="list-style-type: none">• ETBI: ICT Steering meeting• Covid-19 TES meeting• Cavan Community Response Forum meeting
31.05.2021	<ul style="list-style-type: none">• WBLSG meeting with DFHERIS and SOLAS re Action Plan for Apprenticeships
01.06.2021	<ul style="list-style-type: none">• Border Union Hub meeting• Larcy College BOG Meeting
02.06.2021	<ul style="list-style-type: none">• ETBI: DFET pre-meeting• ETBI: Cyber Insurance security and response briefing• ETBI: DFET Forum• Monaghan Community Response Forum Meeting
03.06.2021	<ul style="list-style-type: none">• ETBI: ETB CE meeting re Prison Education Services
04.06.2021	<ul style="list-style-type: none">• Border Union Hub meeting• DoE: Modular Accommodation Framework - Information Briefing• NE Regional Enterprise Plan meeting
08.06.2021	<ul style="list-style-type: none">• NAAC meeting• Virginia College BOM meeting

09.06.2021	<ul style="list-style-type: none"> • FET Management and Quality Council meeting • ETBI: CE Sub-Group meeting: FET College of the Future • Blended Learning Policy Series
10.06.2021	<ul style="list-style-type: none"> • ETBI: CE Forum meeting • Youth Work Committee meeting
11.06.2021	<ul style="list-style-type: none"> • Covid-19 TES SG meeting
14.06.2021	<ul style="list-style-type: none"> • ETBI: Role of ICT in Schools • Digital Monaghan SC monthly meeting
15.06.2021	<ul style="list-style-type: none"> • ETBI: ETB-SOLAS CEO Quarterly meeting
16.06.2021	<ul style="list-style-type: none"> • Gaelscoil Éois - Minister for Education's Visit • ETBI Board meeting • ETBI: FET Thematic Session - Skills to Compete
17.06.2021	<ul style="list-style-type: none"> • Coláiste Dún an Rí - Minister for Education's Visit • ETBI: FET Liaison Group Strategic Planning Committee pre-meeting • ETBI: DPER0216
18.06.2021	<ul style="list-style-type: none"> • ETBI: FET Liaison Group Strategic Planning Committee meeting
21.06.2021	<ul style="list-style-type: none"> • A&L Project Steering meeting • CMETB Audit and Risk Committee meeting
22.06.2021	<ul style="list-style-type: none"> • IAU-ETBs Steering Committee meeting
24.06.2021	<ul style="list-style-type: none"> • FET Launch Event discussion • Cavan LAG & LDCD meetings • ESBS: ETB Finance Steering meeting
25.06.2021	<ul style="list-style-type: none"> • Springboard Consultation • Official Launch of the Co Monaghan Digital Strategy • ETBI: CE Sub-Group meeting: FET College of the Future
28.06.2021	<ul style="list-style-type: none"> • CMETB FET Board meeting
29.06.2021	<ul style="list-style-type: none"> • Cavan Sports Partnership Board meeting • ETBI: FET Stakeholders meeting
30.06.2021	<ul style="list-style-type: none"> • Ballybay Food Hub • ETBI: FET Launch Speakers discussion • ETBI: Community Education Position Paper Director's Workshop
01.07.2021	<ul style="list-style-type: none"> • ETBI: CE Sub-Group meeting - Apprenticeships • Cavan Community Response Forum meeting
02.07.2021	<ul style="list-style-type: none"> • TES Steering Committee meeting
05.07.2021	<ul style="list-style-type: none"> • Webinar on WPEP Work Experience Accredited Module and Mentoring Programme for DSP and ETB staff
06.07.2021	<ul style="list-style-type: none"> • ETBI Board meeting
07.07.2021	<ul style="list-style-type: none"> • ETBI: DFET Forum Thematic Session - Guidance • CMETB Finance Committee meeting
08.07.2021	<ul style="list-style-type: none"> • Oireachtas: JCEFHERIS Public meeting • ETBI: FET Online Launch Event - run through
09.07.2021	<ul style="list-style-type: none"> • ETBI: CE Sub-Group meeting - Apprenticeships • ETBI: FET Online Launch Event • ETBI: FET Funding Model Review
12.07.2021	<ul style="list-style-type: none"> • IAU-ETBs Internal Auditor Interviews • ETBI: VSWare Procurement
13.07.2021	<ul style="list-style-type: none"> • ETBI: VSWare Procurement • Monaghan LAG and LCDC meetings • ETBI: ETB SMIS meeting
14.07.2021	<ul style="list-style-type: none"> • ETB Payroll SG meeting • ETBI: CE Sub-Group meeting - Apprenticeships
15.07.2021	<ul style="list-style-type: none"> • IBEC Seminar
16.07.2021	<ul style="list-style-type: none"> • ETBI: DFET Sectoral Approach to Apprenticeships

19.07.2021	<ul style="list-style-type: none"> • Digital Monaghan SC monthly meeting
20.07.2021	<ul style="list-style-type: none"> • Youthreach BOM meeting • CMETB meeting • ESBS: ETB Finance Steering meeting
21.07.2021	<ul style="list-style-type: none"> • ETBI: CE Forum - Sectoral Approach to Apprenticeship • AONTAS National FET Learner Forum Annual Synthesis Report 2020/2021 Launch • ETBI: ICT Steering meeting
22.07.2021	<ul style="list-style-type: none"> • SOLAS: Cross Tertiary Apprenticeship Catch-Up
23.07.2021	<ul style="list-style-type: none"> • ETBI: CE Sub-Group • ETBI: ICT Steering meeting
29.07.2021	<ul style="list-style-type: none"> • Cavan LAG & LCDC meetings
30.07.2021	<ul style="list-style-type: none"> • Covid-19 TES SG meeting
10.08.2021	<ul style="list-style-type: none"> • FET Management and Quality Council
12.08.2021	<ul style="list-style-type: none"> • SOLAS: Micro qualifications proposal meeting
16.08.2021	<ul style="list-style-type: none"> • ETBI: FET Stakeholders pre-meeting
18.08.2021	<ul style="list-style-type: none"> • ETBI: FET Stakeholders pre-meeting • ETBI: FET Stakeholders meeting
19.08.2021	<ul style="list-style-type: none"> • ETBI: FET Stakeholders meeting
20.08.2021	<ul style="list-style-type: none"> • ETBI: FET Stakeholders Forum meeting re Craft Apprenticeships - follow up • DoE Visit to FET Centres
24.08.2021	<ul style="list-style-type: none"> • A&L Project Steering meeting
27.08.2021	<ul style="list-style-type: none"> • IPB meeting
31.08.2021	<ul style="list-style-type: none"> • ETBI: FET Stakeholders pre-meeting • ETBI: FET Stakeholders WG meeting
01.09.2021	<ul style="list-style-type: none"> • ETBI: ESBS & Report requirements update • ETBI: DFET Forum meeting • ETBI: FET Stakeholders meeting
03.09.2021	<ul style="list-style-type: none"> • TES meeting • ETBI: FET Pre-Stakeholder meeting • ETBI: FET Stakeholder meeting
06.09.2021	<ul style="list-style-type: none"> • Cavan Sports Partnership Sub-Committee meetings • ETBI: FET Stakeholder meeting
07.09.2021	<ul style="list-style-type: none"> • NAAC meeting • ETBI: pre-meeting new eDGOU System • Cavan Sports Partnership meeting
08.09.2021	<ul style="list-style-type: none"> • ETBI: CE Forum meeting • ETBI: ICT Steering, DoE, DGOU and DPER meeting
10.09.2021	<ul style="list-style-type: none"> • NWRA prep. meeting
13.09.2021	<ul style="list-style-type: none"> • Digital Monaghan Steering Committee meeting • Bailieborough CS BOM meeting
14.09.2021	<ul style="list-style-type: none"> • ETBI: Reserve Members' Forum meeting
15.09.2021	<ul style="list-style-type: none"> • IAU-ETBs Steering Committee meeting
16.09.2021	<ul style="list-style-type: none"> • Inaugural Review of CMETB QA • FET College of the Future webinar • Youth Work Committee meeting • ETBI: ICT Steering pre-meeting
17.09.2021	<ul style="list-style-type: none"> • TES meeting
21.09.2021	<ul style="list-style-type: none"> • ETBI: ICT Steering meeting • Cavan Sports Partnership • CEs' meeting with Sec. General, DoE • ETBI: SUN Stabilisation meeting

22.09.2021	• ETBI: Board meeting
23.09.2021	• EBS: ETB Finance Steering meeting
24.09.2021	• TES meeting
27.09.2021	• CMETB Audit and Risk Committee meeting
28.09.2021	• DoE meeting (Dublin)
29.09.2021	• ETBI: ETB-SOLAS CEO quarterly meeting • Cootehill Youthreach Open Day
30.09.2021	• ETBI: AGM • Cavan LAG and LCDC meetings • DoE meeting (Athlone)
04.10.2021	• ETBI: CEs' Meeting with Sec Gen (DoE)

NOTED

10. Date of Next Meeting

Schedule of Meetings 2021:

- 16 November 2021 at 2p.m.

NB: *In accordance with Covid-19 protocols the Board meeting was adjourned then reconvened to continue its business.*

SIGNED:



CHIEF EXECUTIVE



CHAIRPERSON

DATE:

16.11.2021

16.11.2021