

## MINUTES OF MEETING HELD ON TUESDAY, 16 FEBRUARY 2021

A meeting of Cavan and Monaghan Education and Training Board  
took place on Tuesday, 16 February 2021 at 2pm *via Microsoft Teams*

<b>BAILL I LATHAIR:</b>	<b>Sean Fegan</b>
<b>BAILL I LATHAIR:</b>	Madeleine Argue, April Anna Barker, Carmel Brady, Aidan Campbell, Elaine Carolan, Colm Carthy, Sean Conlon, Rosena Donagh, Brendan Fay, Michelle Flynn, Clifford Kelly, Brian Martin, David Maxwell, Martin McBreen, Joe McGrath, PJ O'Hanlon, Sarah O'Reilly, Sean Smith, Patricia Walsh.
<b>LEITHSCEIL:</b>	Micheál Martin (experiencing Broadband connection difficulty)
<b>AR FREASTAIL:</b>	John Kearney, Chief Executive Berni Power, DOSD Paddy Flood, DOS Linda Pinkster, DFET Amanda Taylor, FO Marie Traynor, SSO Geraldine Gray, CPO

### 1. Preliminary

#### 1.1 Welcome

The Chairperson welcomed all present

#### 1.2 Declaration of Interest

Declarations of Conflict of Interest were invited with none arising.

#### 1.3 Apologies/ Absence Approval

##### Condolences

- To Linda Reade O'Reilly (Adult Education Services) on the death of her father-in-law, Sean Reade
- To Madeleine Argue on the death of her aunt, Sarah Carter
- To Jackie McCormick (Beech Hill College) on the death of her father, Francie McCormick
- To Margaret Watters (Virginia College) on the death of her father, Joe Watters
- To Andy Brady on the death of his wife, Mary McKeon-Brady (former staff member)
- To Laura Fitzpatrick (Monaghan Admin. Centre) on the death of her father-in-law, Terence Fay
- To Brian Martin on the death of his mother-in-law, Louisa Kieran
- To Niall McCann (Monaghan Youthreach) on the death of his brother, Seamus McCann

- To Michael Killen (Largy College) on the death of his father, Alphonsus Killen
- To Mona Metcalfe (Beech Hill College) on the death of her mother, Bernadette Treacy
- To Deirdre Kelly on the death of her husband, Mickey Kelly.

#### **1.4 Minutes**

##### **1.4.1 It was resolved: R. 02/02/2021**

“to adopt the Minutes of the meeting of Cavan and Monaghan ETB held on 19 November 2020.”

Proposed by Cllr C Kelly    Seconded by Mr M McBreen  
PASSED UNANIMOUSLY

##### **1.4.2 It was resolved: R. 03/02/2021**

“to adopt the Minutes of the meeting of Cavan and Monaghan ETB held on 15 December 2020.”

Proposed by Cllr C Brady    Seconded by Cllr B Fay  
PASSED UNANIMOUSLY

#### **1.5 Matters Arising**

##### **Update**

The CE updated the meeting on the following documentation circulated by ETBI

- Nomination of Community School Board of Management members
- Précis of Senior Council's Opinion
- Legal Advice on ETB Reserved and Executive Functions

explaining that the status quo remains pending further clarification on the legal issues raised.

NOTED

##### **Business Continuity Plan (BCP)**

The CE updated the meeting on the Business Continuity Plan with regard to Covid - 19 pandemic and advised that schools and centres operated on-site from September to December 2021 with remote learning being delivered since January 2021. He advised that planning is underway for a phased return to schools and centres in March 2021. He also reported that the administrative staff are working remotely which continues to be challenging - particularly now that they are preparing for the forthcoming Audit of the 2020 Annual Financial Statements.

NOTED

<b>2. Correspondence and Matters Arising</b>
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**2.1 Correspondence**

o **Department of Education: Circulars**

<i>Reference</i>	<i>Details</i>
0075/2020	Leaving Certificate Applied Results Year 1 2020
0076/2020	Arrangements for the Implementation of the Framework for Junior Cycle with particular reference to school year 2020/21
0077/2020	Grant Scheme for ICT Infrastructure - 2020/2021 School Year
0079/2020	Arrangements for the Election of Staff to the Board of KETB and DETB
0080/2020	Payment of Tool Allowance to Craft Workers - 2020
0002/2021	Arrangements for Inspectorate Engagement with Post-Primary Schools and Centres for Education January – June 2021
0003/2021	Waiver of Abatement of Public Sector Pensions
0004/2021	Prescribed Material for the Leaving Certificate English Examination in 2023
0010/2021	Teacher Fee Refund Scheme 2020

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

o Correspondence received from **Department of Education**

<b>General Correspondence: DE</b>	
<b>Date</b>	<b>Subject</b>
25.01.2021	ETB Requirements under the Ethics Acts

READ

<b>Finance Correspondence: DE</b>	
<b>Date</b>	<b>Subject</b>
24.11.2020	Sanction to avail of Business-on-Line EFT facilities to the amount of €2.9m from 01.01.2021 to 31.12.2021
24.11.2020	Memorandum of Understanding (MOU) - ESBS-EB Payroll and CMETB for signature
08.12.2020	Digital Strategy ICT Grant 2020/21 - total allocation €305,579.88
14.01.2021	Grants for Financial Year Ending 31 December 2020
03.02.2021	Letter of determination in respect of year ending 31.12.2021 (Service Plan 2021)

READ

<b>Land and Buildings Correspondence: DE</b>	
<b>Date</b>	<b>Subject</b>
04.12.2020	Sanction to enter leases: <ul style="list-style-type: none"><li>• Workhouse Carrickmacross and EU House Monaghan for two years w.e.f. 01.01.2021</li></ul>

	<ul style="list-style-type: none"> <li>• Cavan Youthreach, Moynehall Cavan for two years w.e.f. 01.02.2021</li> </ul>
11.12.2020	Student Capacity in School Planning Area - Bailieborough (which includes Bailieborough Community School and Coláiste Dún an Rí) - September 2021
12.01.2021	LTPE increases w.e.f. September 2021 for Coláiste Dún an Rí, Breifne College and Bailieborough Community School
18.01.2021	Sanction in principle to enter lease for a premises for the provision of a Welding Programme in Monaghan

READ

- o Correspondence received from **other sources**

<b>Audit</b>		
<b>Date</b>	<b>From</b>	<b>Subject</b>
21.12.2020	C&AG	Letter of Engagement: Audit of CMETB's Annual Financial Statements 2020

READ

<b>Finance: Correspondence from Other Sources</b>		
<b>Date</b>	<b>From</b>	<b>Subject</b>
19.10.2020	SOLAS	FET Approved Funding 2020: Approved Funding for 2020 - CMETB: €27,599,659
02.11.2020 & 16.11.2020	IPB	Confirmation on 2021 Member Commercial Dividend (€60,596.81) and Retained Earnings Distribution (€84,934.11) Amounts in respect of CMETB to be distributed in Q1, 2021
11.11.2020	DEASP	School Meals (Local Projects) Scheme 2020-2021: Cavan School Completion Programme (Cavan SCP) allocation of €4,962.50: first instalment of €2,532.95 to issue
23.11.2020	Department of Children, Equality, Disability, Integration and Youth (DCEDIY)	ICT Infrastructure Investment Grants 2020: €40,826 to issue to CMETB
30.11.2020	Department of Children, Equality, Disability, Integration and Youth (DCEDIY)	Payment of second instalment of UBU Current Funding 2020 and payment of Q4 instalment of YIC 2020 to issue: Total €157,635
30.11.2020	SOLAS	CMETB - Mitigating against Educational Disadvantage Approved Funding (MAEDF) 2020 and Terms and Conditions for 2020 funding: CMETB Allocation of €520,681
11.12.2020	SOLAS	CMETB - Mitigating against Educational Disadvantage Approved Funding (MAEDF) 2020 and Terms and Conditions for 2020 funding: CMETB <b>Revised</b> Allocation of €520,462
21.12.2020	DEASP	School Meals (Local Projects) Scheme 2020-2021: St Mogue's College allocation of €39,344 first instalment of €19,483.17 to issue
22.12.2020	Department of Children, Equality, Disability, Integration and Youth (DCEDIY)	UBU Your Place Your Space 2021 Funding Allocation: €528,949

05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: Beech Hill College second instalment of €126,622.65 to issue
05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: Castleblayney College second instalment of €43,954.60 to issue
05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: Ballybay Community College second instalment of €19,575.76 to issue
05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: Inver College second instalment of €68,894 to issue
05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: Breifne College second instalment of €40,303.03 to issue
05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: St Mogue's College second instalment of €16,784 to issue
05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: Castleblayney and Clones SCP second instalment of €3,853.20 to issue
05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: North Monaghan SCP second instalment of €3,061.80 to issue
05.01.2021	DEASP	School Meals (Local Projects) Scheme 2020-2021: Cavan SCP second instalment of €2,183.50 to issue
08.01.2021	Department of Children, Equality, Disability, Integration and Youth (DCEDIY	2021 Funding Allocations for CMETB: Youth Information Centres (YIC) - Monaghan YIC (Castleblayney) €117,355  Incl. Circular DCEDIY/YAU/01/2021 Conditions and Procedures for grant funding allocated under the DCEDIY Schemes 2021
15.01.2021	Department of Children, Equality, Disability, Integration and Youth (DCEDIY)	Local Youth Club Grant Scheme incorporating the NQS for Volunteer-led Youth Groups 2021: CMETB Allocation €60,830
15.01.2021	Department of Children, Equality, Disability, Integration and Youth (DCEDIY)	ETB Youth Grant for 2021: Allocation of €150,620 which represents an amalgamation of the previous Youth Work Function and Technical Assistance grants

READ

Land and Buildings: Correspondence from Other Sources		
Date	From:	Subject
06.01.2021	SEAI	Annual Reporting of Energy Performance

READ

<b>GENERAL Other Sources</b>		
<b>Date</b>	<b>From:</b>	<b>Subject</b>
07.12.2020	ETBs National Parents' Association (ETBsNPA)	Information re ETBsNPA
15.12.2020	National Broadband Ireland	Update on progress during 2020
27.01.2021	Foroige	ALP Letter of Assurances and signed SLA between CMETB and Foroige

READ

- Correspondence received from **SOLAS**

<b>Date</b>	<b>Subject</b>
19.10.2020	FET Approved Funding 2020: Approved Funding for 2020 - CMETB: €27,599,659 ( <i>see also Finance: Correspondence from Other Sources</i> )
30.11.2020	CMETB - Mitigating against Educational Disadvantage Approved Funding (MAEDF) 2020 and Terms and Conditions for 2020 funding: CMETB Allocation of €520,681 ( <i>see also Finance: Correspondence from Other Sources</i> )
11.12.2020	CMETB - Mitigating against Educational Disadvantage Approved Funding (MAEDF) 2020 and Terms and Conditions for 2020 funding: CMETB Revised Allocation of €520,462 ( <i>see also Finance: Correspondence from Other Sources</i> )

READ

- Correspondence received from **ETBI**

<b>Date</b>	<b>Subject</b>
27.11.2020	ETB Ethos Standards and Statements of Effective Practice in Schools
01.12.2020	ETBI Journal of Education - Volume 2 Issue 2
23.01.2021	2021 Service Plan Template

READ

## 2.2 Correspondence - Matters Arising

No business.

## 3. Audit and Risk

### 3.1 Audit and Risk Committee

**It was resolved: R. 04/02/2021**

“to adopt the Minutes of the meeting of the Audit and Risk Committee held on 28 September 2020.”

Proposed by Ms AA Barker Seconded by Cllr D Maxwell  
PASSED UNANIMOUSLY

## **4. Finance**

### **4.1 Finance Committee**

**It was resolved:**

“to adopt the Minutes of the meeting of the Finance Committee as follows:

<b>Resolution No</b>	<b>Date of Meeting</b>	<b>Proposed/ Seconded</b>
<b>R. 05/02/2021</b>	01.10.2020	Proposed by Cllr M Argue Seconded by Ms AA Barker
<b>R. 06/02/2021</b>	27.10.2020	Proposed by Cllr P Walsh Seconded by Mr J McGrath
<b>R. 07/02/2021</b>	17.12.2020	Proposed by Cllr P Walsh Seconded by Mr J McGrath

PASSED UNANIMOUSLY

### **4.2 Draft Service Plan 2021**

The CE briefed the meeting on the Draft Service Plan 2021.

**It was resolved: R. 08/02/2021**

“to adopt the Draft Service Plan 2021”.

Proposed by Cllr C Carthy    Seconded by Cllr M Argue  
PASSED UNANIMOUSLY

### **4.3 Finance Update**

Ms Amanda Taylor, Finance Officer, reported that the Annual Financial Statements for 2020 are being prepared and would be presented at the next meeting of the Board.

She also advised that the Department of Education, in December 2020, cleared the historical outstanding balance i.e. funding deficit of €1.65m.

The members welcomed the clearing of the funding deficit which was raised with concern at board meetings over the years.

NOTED

## **5. OSD Matters**

### **5.1 Land and Buildings**

#### **5.1.1 Leases/ Contracts**

##### **5.1.1.1 Carrickmacross Youthreach Centre**

**It was resolved: R. 09/02/2021**

“to seek ‘approval in principle’ from DES to enter into a new lease for a premises for the Youthreach Centre in Carrickmacross.”

Proposed by Cllr C Carthy    Seconded by Cllr PJ O’Hanlon  
PASSED UNANIMOUSLY

##### **5.1.1.2 Adult Education Services - Cavan Town**

**It was resolved: R. 10/02/2021**

“to seek ‘approval in principle’ from DES to enter into a new lease for a premises for Adult Education Services - Cavan Town.”

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

##### **5.1.1.3 Kingscourt Youthreach Centre**

**It was resolved: R. 11/02/2021**

“to approve the relocation of the Kingscourt Youthreach Centre to facilitate Coláiste Dún an Rí arising from the increased school enrolment and the forthcoming building programme and to seek Expressions of Interest for an alternative premises for the Youthreach Centre.”

Proposed by Cllr C Kelly    Seconded by Cllr C Brady  
PASSED UNANIMOUSLY

#### **5.1.2 Land and Buildings Report**

Land and Buildings Report. NOTED

##### **Land and Buildings Committee**

The possibility of establishing a Land and Buildings Committee was raised.

### **5.2 Risk Management Report**

Risk Management Report. NOTED



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

### 5.4 Use of Facilities

It was resolved:

Resolution No.	CMETB Centre	Requested by	Date/s Required	Proposed/ Seconded
R. 12/02/2021	Virginia College	Irish Blood Transfusion Service	Monday 15 to Thursday 18 February 2021	Proposed by Cllr C Carthy Seconded by Ms M Flynn
R. 13/02/2021	Breifne College	HSE Primary Care	Monday 8 to Thursday 11 February 2021	Proposed by Cllr M Argue Seconded by Mr S Fegan

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

PASSED UNANIMOUSLY

### 5.5 Other Matters:

#### 5.5.1 Policies

##### 5.5.1.1 CMETB Risk Management Policy and Procedures

It was resolved: R. 14/02/2021

“to adopt the **CMETB Risk Management Policy and Procedures.**”

Proposed by Cllr C Carthy Seconded by Mr M McBreen

PASSED UNANIMOUSLY

##### 5.5.1.2 CMETB Remote Working Policy during Covid-19 Restrictions

NOTED

##### 5.5.2 Protected Disclosures Annual Report 2020.

NOTED

## 6. Strategy Statement

### 6.1 Policies: No business

### 6.2 Service Level Agreement/ Memorandum of Understanding/Consortium Agreement

No business

## **7. Committees and Reports**

### **7.1 Further Education and Training (FET):**

#### **7.1.1 Report from the Director of FET, Linda Pinkster.**

NOTED

#### **7.1.2 CMETB FET Board Operating Procedures and Terms of Reference Board**

##### **7.1.2.1 The CMETB FET Board Operating Procedures and Terms of Reference (revised).**

**It was resolved: R. 15/02/2021**

**“to adopt the CMETB FET Board Operating Procedures and Terms of Reference (revised).”**

Proposed by Mr J McGrath Seconded by Cllr C Carthy  
PASSED UNANIMOUSLY

#### **7.1.3 Board of Management**

##### **7.1.3.1 Board of Management Appointments**

##### **7.1.3.1.1 It was resolved to appoint the following:**

<b>Resolution No</b>	<b>Centre</b>	<b>Student Representative</b>	<b>Proposed/ Seconded</b>
<b>R. 16/02/2021</b>	<b>Cavan Institute</b>	<b>Jack Kiernan</b>	Proposed by Mr S Fegan Seconded by Ms M Flynn
<b>R. 17/02/2021</b>	<b>Cavan Institute</b>	<b>Victoria Gilliard</b>	Proposed by Mr S Fegan Seconded by Ms M Flynn

PASSED UNANIMOUSLY

### 7.1.3.2 Board of Management Minutes:

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

Resolution No	Centre	Date	Proposed/ Seconded
R. 18/02/2021	Cavan Institute	• 22.09.2020	Proposed by Cllr C Kelly Seconded by Cllr P Walsh
R. 19/02/2021	Monaghan Institute	• 19.05.2020	Proposed by Mr J McGrath Seconded by Cllr D Maxwell
R. 20/02/2021		• 06.10.2020	Proposed by Cllr D Maxwell Seconded by Mr J McGrath
R. 21/02/2021	Youthreach	• 14.10.2020	Proposed by Cllr C Kelly Seconded by Ms AA Barker

PASSED UNANIMOUSLY

### 7.1.4 Youth Work Committee

#### 7.1.4.1 Youth Work Committee Minutes

It was resolved to **adopt the Minutes** as follows:

Resolution No	Centre	Date	Proposed/ Seconded
R. 22/02/2021	Youth Work Committee	• 23.09.2020	Proposed by Cllr C Carthy Seconded by Cllr S O'Reilly

PASSED UNANIMOUSLY

### 7.1.5 FET Policies: No business

### 7.1.6 Child Safeguarding: No business

## 7.2 SCHOOLS:

### 7.2.1 Report from the Director of Schools, Paddy Flood.

NOTED

### 7.2.2 Boards of Management

#### 7.2.2.1 Board of Management Appointments - Community representatives

It was resolved to appoint the following:

Resolution No	School	Student Representative	Proposed/ Seconded
R. 23/02/2021	Castleblayney College	Tommy Maguire	Proposed by Cllr A Campbell Seconded by Mr J McGrath
R. 24/02/2021	Castleblayney College	Pat Merrick	Proposed by Cllr A Campbell Seconded by Mr J McGrath
R. 25/02/2021	Castleblayney College	Alan Beattie	Proposed by Cllr A Campbell Seconded by Mr J McGrath
R. 26/02/2021	St Mogue's College	Marin Ball (replacing Roisin Neary)	Proposed by Mr S Fegan Seconded by Cllr M Argue

PASSED UNANIMOUSLY

#### 7.2.2.2 Board of Management (BOM) Minutes

##### 7.2.2.2.1 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 / Seconded
R. 27/02/2021	Ballybay Community College	• 01.10.2020	Proposed by Cllr A Campbell Seconded by Cllr C Brady
R. 28/02/2021	Beech Hill College	• 05.10.2020	Proposed by Cllr S Conlon Seconded by Cllr A Campbell
R. 29/02/2021		• 08.12.2020	Proposed by Cllr S Conlon Seconded by Cllr A Campbell
	Breifne College	No business	

R. 30/02/2021	Castleblayney College	• 27.08.2020	Proposed by Cllr S Conlon Seconded by Mr M McBreen
R. 31/02/2021		• 22.10.2020	Proposed by Mr S Fegan Seconded by Mr M McBreen
R. 32/02/2021	Coláiste Dún an Rí	• 05.10.2020	Proposed by Cllr C Brady Seconded by Ms R Donagh
R. 33/02/2021	Coláiste Oiriall	• 30.09.2020	Proposed by Ms M Flynn Seconded by Mr S Fegan
	Inver College	No business	
R. 34/02/2021	Largy College: Joint Meeting of the BOG and BOM	• 12.10.2020	Proposed by Ms R Donagh Seconded by Mr J McGrath
	St Mogue's College	No business	
	St Bricin's College	No business	
R. 35/02/2021	Virginia College	• 30.09.2020	Proposed by Ms M Flynn Seconded by Cllr S O'Reilly
R. 36/02/2021		• 21.10.2020	Proposed by Mr M McBreen Seconded by Cllr S O'Reilly
R. 37/02/2021	Garage Theatre	• 08.09.2020	Proposed by Cllr S O'Reilly Seconded by Cllr S Conlon
R. 38/02/2021		• 24.11.2020	Proposed by Cllr S Conlon Seconded by Cllr S O'Reilly

PASSED UNANIMOUSLY

### 7.2.3 School Based Policies

	School	Policy
7.2.3.1	Coláiste Dún an Rí	• Admissions Policy for entry into Transition Year Programme
7.2.3.2	Coláiste Dún an Rí	• Admission Policy to the LCA Programme
7.2.3.3	Coláiste Dún an Rí	• Substance Misuse Policy
7.2.3.4	Coláiste Oiriall	• Substance Misuse Policy

NOTED

#### **7.2.4 Child Safeguarding: No Business**

#### **7.2.5 Anti-Bullying: No Business**

### **8. Section 29 Appeals (In Camera)**

#### **8.1 No business**

### **9. Attendance Approval**

#### **9.1 Attendance Approval: No Business.**

### **10. Code of Practice for the Governance of ETBs**

#### **10.1 Board Self-Assessment Evaluation Questionnaire**

The CE and the Chairperson briefed the meeting on the Board Self-Assessment Evaluation Questionnaire (Code of Practice for the Governance of ETBs refers).

It was agreed to circulate the Board Self-Assessment Evaluation Questionnaire to each member together with a stamped SAE for completion and return to the Chairperson by 5 March 2021.

The Chairperson will then review and prepare a report for discussion at the next meeting of the Board.

### **11. CE's Report**

#### **11.1 Meetings**

19.01.2020	<ul style="list-style-type: none"><li>• CMETB Meeting</li></ul>
20.11.2020	<ul style="list-style-type: none"><li>• Apprentice Graduation</li></ul>
23.11.2020	<ul style="list-style-type: none"><li>• OECD Webinar launching the OECD LEED Local Job Creation Report</li><li>• LCDC Survey</li></ul>
24.11.2020	<ul style="list-style-type: none"><li>• IAU Deputy Director Interviews</li><li>• Garage Theatre BOM</li></ul>
25.11.2020	<ul style="list-style-type: none"><li>• ETBI/AONTAS FET Meeting</li><li>• ETBI Board Meeting</li></ul>
26.11.2020	<ul style="list-style-type: none"><li>• ETBI Patron's Day</li><li>• ETBI FET Forum Co Chairs and Vice Chairs - meeting</li><li>• Workshop: Implications of Brexit</li><li>• Cavan LCDC and LAG Meetings</li><li>• FET Stakeholders meeting</li></ul>
27.11.2020	<ul style="list-style-type: none"><li>• NERSG Meeting</li></ul>
30.11.2020	<ul style="list-style-type: none"><li>• Cavan Institute Graduation Ceremony</li><li>• CMETB Audit and Risk Committee meeting</li></ul>
01.12.2020	<ul style="list-style-type: none"><li>• Youthreach BOM meeting</li><li>• FORSA Meeting</li><li>• ETBI DFET Forum pre-meeting</li></ul>
02.12.2020	<ul style="list-style-type: none"><li>• ETBI DFET Forum meeting</li><li>• Meeting with Terry Fennell FDQ</li></ul>
03.12.2020	<ul style="list-style-type: none"><li>• Innovation through Collaboration Fund Presentation of Project Progress</li></ul>

04.12.2020	<ul style="list-style-type: none"> <li>• Interviews - Donegal ETB</li> <li>• Cavan Community Response Forum</li> </ul>
07.12.2020	<ul style="list-style-type: none"> <li>• Quality Strategy Meeting</li> </ul>
08.12.2020	<ul style="list-style-type: none"> <li>• NAAC meeting</li> <li>• NDP Review - DFHERIS &amp; SOLAS consultation - ETBI</li> <li>• Monaghan LCDL and LAG meetings</li> <li>• DE ETB Payroll Steering Catch-up (pre-meeting)</li> </ul>
09.12.2020	<ul style="list-style-type: none"> <li>• Procurement &amp; BPM</li> <li>• Shared Services meeting</li> <li>• Blended Learning Policy Model Feedback and Discussion</li> <li>• VTOS &amp; SST Advisory Group meeting</li> <li>• Quality Strategy Group meeting</li> </ul>
10.12.2020	<ul style="list-style-type: none"> <li>• ETBI CE Forum meeting</li> <li>• ETB Finance Steering Group meeting</li> <li>• DE meeting</li> </ul>
11.12.2020	<ul style="list-style-type: none"> <li>• ETBI ICT Steering Committee meeting</li> </ul>
14.12.2020	<ul style="list-style-type: none"> <li>• FIT meeting re SCL&amp;P FET Centre of Excellence Project</li> </ul>
15.12.2020	<ul style="list-style-type: none"> <li>• ETBI ICT Steering Committee meeting</li> <li>• CETB Webinar on Mitigating Against Education Disadvantage (MAED)</li> <li>• CMETB Meeting and Governance Training</li> </ul>
16.12.2020	<ul style="list-style-type: none"> <li>• Aontas meeting</li> <li>• Regional Enterprise Plan NE Steering Committee meeting</li> </ul>
17.12.2020	<ul style="list-style-type: none"> <li>• Monaghan LAG meeting</li> <li>• ETBI: Pre-meeting DFET Forum meeting</li> <li>• ETBI DFET Forum meeting</li> <li>• IMI meeting</li> <li>• ICT Catch up</li> <li>• Digital Transformation Discussion</li> <li>• Community Response Forum Meeting</li> <li>• CMETB Finance Committee meeting</li> </ul>
18.12.2020	<ul style="list-style-type: none"> <li>• ETBI SMIS Meeting</li> <li>• ETBI ICT Audit meeting</li> <li>• Cavan Community Response Forum meeting</li> <li>• SCL&amp;P meeting</li> </ul>
21.12.2020	<ul style="list-style-type: none"> <li>• ETBI meeting</li> </ul>
22.12.2020	<ul style="list-style-type: none"> <li>• Presentation photoshoot at Combilift</li> <li>• Garage Theatre BOM meeting</li> </ul>
05.01.2021	<ul style="list-style-type: none"> <li>• ETBI FET Stakeholders meeting</li> </ul>
07.01.2021	<ul style="list-style-type: none"> <li>• ETBI FET Stakeholders meeting</li> <li>• ETBI DFET Forum meeting</li> </ul>
11.01.2021	<ul style="list-style-type: none"> <li>• Community Response Forum meeting</li> </ul>
12.01.2021	<ul style="list-style-type: none"> <li>• Monaghan LAG &amp; LCDL meetings</li> <li>• ETBI DFET Pre-meeting</li> </ul>
13.01.2021	<ul style="list-style-type: none"> <li>• ETBI DFET Forum meeting</li> <li>• Meeting with Auditors</li> </ul>
15.01.2021	<ul style="list-style-type: none"> <li>• Regional Enterprise Plan NE meeting</li> <li>• Cavan Community Response Forum meeting</li> </ul>
18.01.2021	<ul style="list-style-type: none"> <li>• A&amp;L Project Steering meeting</li> </ul>
19.01.2021	<ul style="list-style-type: none"> <li>• Aontas Meeting</li> <li>• Blended Learning, Practical Applications of Learner Supports</li> </ul>
21.01.2021	<ul style="list-style-type: none"> <li>• ETBI CE Forum meeting</li> <li>• ETBI FET meeting (DL/JK/FM)</li> </ul>
22.01.2020	<ul style="list-style-type: none"> <li>• North East Regional Steering Committee meeting</li> <li>• ETB Finance Steering Committee meeting</li> </ul>
26.01.2021	<ul style="list-style-type: none"> <li>• CMETB FET Board meeting</li> <li>• Garage Theatre BOM meeting</li> </ul>
27.01.2021	<ul style="list-style-type: none"> <li>• ETBI Board meeting</li> </ul>
28.01.2021	<ul style="list-style-type: none"> <li>• Edenmore NS - meeting</li> </ul>

29.01.2021	<ul style="list-style-type: none"> <li>• North East Regional Steering Committee meeting</li> <li>• Community Response Forum</li> <li>• Edenmore NS - meeting</li> <li>• ECL Oversight meeting</li> </ul>
02.02.2021	<ul style="list-style-type: none"> <li>• ETBI DFET Pre-meeting</li> <li>• Blended Learning Policy Series</li> </ul>
03.02.2021	<ul style="list-style-type: none"> <li>• ETBI DFET Forum meeting</li> <li>• Edenmore NS - meeting</li> </ul>
05.02.2021	<ul style="list-style-type: none"> <li>• North East Regional Steering Committee (NERSC) meeting</li> <li>• ETBI CE Forum Strategic Planning Consultation</li> </ul>
09.02.2021	<ul style="list-style-type: none"> <li>• ETBI CE Forum meeting</li> <li>• CMETB Finance Committee meeting</li> </ul>
10.02.2021	<ul style="list-style-type: none"> <li>• ETB Payroll meeting</li> <li>• Community Response Forum meeting</li> </ul>
11.02.2021	<ul style="list-style-type: none"> <li>• ETBI CE Forum meeting</li> <li>• Design Team meeting with Dept of Education</li> <li>• CMETB Youth Work Committee meeting</li> </ul>
12.02.2021	<ul style="list-style-type: none"> <li>• AI Strategy Group meeting</li> </ul>
15.02.2021	<ul style="list-style-type: none"> <li>• CMETB Audit and Risk Committee meeting</li> </ul>
16.02.2021	<ul style="list-style-type: none"> <li>• CMETB Meeting</li> </ul>

NOTED

## 12. Schedule of Meetings 2021

### 12.1 Schedule of Meetings 2021:

- Monday, 29 March 2021
- Tuesday, 18 May 2021
- Tuesday, 20 July 2021
- Tuesday, 21 September 2021
- Tuesday, 16 November 2021
- Tuesday, 14 December 2021

### 12.2 Next Meeting: Monday, 29 March 2021

SIGNED:



CHIEF EXECUTIVE



CHAIRPERSON

DATE:

29/3/2021

29 - 3 - 21