

MINUTES OF MEETING HELD ON WEDNESDAY, 20 MAY 2020

A meeting of Cavan and Monaghan Education and Training Board
took place in the **Boardroom, Administration Centre, Monaghan,**
on Wednesday, 20 May 2020 at 12 noon *via Microsoft Teams*

BAILL I LATHAIR: **Clifford Kelly** (*present in the Boardroom*)

BAILL I LATHAIR: Madeleine Argue, April Anna Barker, Carmel Brady, Aidan Campbell, Elaine Carolan, Colm Carthy, Sean Conlon, Rosena Donagh, Brendan Fay, Sean Fegan, Michelle Flynn, Brian Martin, Micheál Martin, David Maxwell, Martin McBreen, Joe McGrath, PJ O'Hanlon, Sarah O'Reilly, Sean Smith, Patricia Walsh

AR FREASTAIL: John Kearney, Chief Executive
(*present in the Boardroom*) Marie Traynor, SSO

(*via Microsoft Teams*) Berni Power, DOSD
Paddy Flood, DOS
Linda Pinkster, DFET
Amanda Taylor, APO
Gerardine Heaphey, AO
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.

The Chairperson reminded members of their responsibilities and that should any Conflict of Interest arise in the course of the meeting they must declare at that stage.

1.3 Apologies/ Absence Approval: No business

Condolences

To Tomás McMahon (Inver College) on the death of his brother, Shane McMahon
To Valerie Gray (Monaghan Admin. Centre) on the death of her mother, Betty Dunwoody
To Valerie Gray (Monaghan Admin. Centre) on the death of her aunt, Wilma Armstrong
To Caroline Clarke (Cavan Institute and Kingscourt Youthreach) on the death of her mother, Nora Martin
To the Macklin Family on the death of Mary Macklin (retired Teacher with Co Monaghan VEC)
To the McCluskey Family on the death of Larry McCluskey (retired CEO of Co Monaghan VEC)
To Clifford Kelly on the death of his brother James Edward (Eddie) Kelly
To Aisling O'Donnell (Monaghan Admin. Centre) on the death of her aunt, Lily McArdle
To Irene McAvinue (FET Campus) on the death of her father, Bernard McAvinue
To Michael Moriarty (formerly ETBI) on the death of his mother, Dorothy Moriarty
To Madeleine Argue on the death of her brother-in-law, Gerry Argue
To Loraine Pratt (Breifne College) on the death of her father, Wesley Dunne
To Siobhan Mulleary (Cavan Admin Office) on the death of her uncle, Brendan Mulleary
To the Kelly Family on the death of Brendan Kelly (retired Principal of Virginia College)
To John Crotty (Breifne College) on the death of his aunt, Joan Morris
To Theresa Duggan (Cavan Admin. Centre) on the death of her uncle, Martin Joyce
To Siobhan McEntee on the death of her mother-in-law, Agnes McEntee
To Mary Burns Maguire on the death of her mother, Greta Maguire
To Gerry McKenny (Cavan Institute) on the death of his mother-in-law, Nuala Fox
To Colm McEvoy (Kerry ETB) on the death of his father, Seamus McEvoy

Tributes

Tributes were paid to the late Larry McCluskey, retired CEO of Co Monaghan VEC and the late Brendan Kelly, retired Principal of Virginia Vocational School (now known as Virginia College).

Congratulations

The members complimented Beech Hill College on the innovative 'drive-in' Leaving Certificate Graduation Ceremony that was held in the school car park. Parents and students remained at their cars for the duration. The event was covered by RTE TV News.

1.4 Minutes of Meeting

It was resolved: R. 01/05/2020

"to adopt the Minutes of the meeting of Cavan and Monaghan ETB held on 11 February 2020."

Proposed by Cllr B Fay Seconded by Mr J McGrath
PASSED UNANIMOUSLY

It was resolved: R. 02/05/2020

"to adopt the Minutes of the meeting of Cavan and Monaghan ETB held on 26 March 2020."

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

1.5 Matters Arising

Travel and Subsistence

Travel and Subsistence Policy for CMETB Members. The question of payment of travel and subsistence was raised and the CE confirmed that this matter will be considered at the next meeting.

Business Continuity Plan (BCP)

The CE briefed the meeting on the Business Continuity Plan with regard to Covid - 19 pandemic and confirmed that management is continuing to abide with the latest advice from the health and safety authorities. He also advised the meeting of the continued collaboration with a range of external agencies in co-ordinating the response to the pandemic.

The Board complimented the efforts of all staff in the continued delivery of services during the Covid-19 pandemic and recommended that the CE relay its appreciation to staff.

2. Correspondence and Matters Arising

2.1 Correspondence

- Department of Education and Skills: Circulars

<i>Reference</i>	<i>Details</i>
Circular No. 0007/2020	Commencement of Certain Sections of the Education (Admission to Schools) Act 2018 - Changes to school admission process
Circular 0008/2020	Post-Graduate Diploma Programme of CPD for SEN Teachers 2020/2021
Circular 0011/2020	Policy on Gaeltacht Education 2017 - 2022: Post-Primary Schools in Gaeltacht Language Planning Areas participating in the Gaeltacht School Recognition Scheme - Ongoing Implementation of the Scheme (2020 - 2021)
Circular 0015/2020	Approved Allocation of Teaching Posts 2020/21 School Year in ETBs
Circular Number 0016/2020	Framework for Junior Cycle - History in Schools from September 2020 onwards
Circular Number 0017//2020	Guidance on Junior Cycle Subject Learning and Assessment Review Process
Circular Letter 0020/2020	Coronavirus (COVID-19): Arrangements for Teachers and SNAs employed in recognised primary and post primary schools
Circular Letter 0021/2020	COVID-19 (Coronavirus): The following arrangements apply to all staff other than Teachers and SNAs employed by ETBs
Circular Letter 0023/2020	COVID-19 (Coronavirus): The following arrangements apply to learner payments in ETBs
Circular Letter 0024/2020	Coronavirus (COVID-19) Delay Phase: Arrangements for Teachers and SNAs employed in recognised primary and post-primary schools
Circular Letter 0025/2020	COVID-19 (Coronavirus) Delay Phase: Arrangements for staff other than Teachers and SNAs employed by ETBs
Circular Letter 0027/2020	COVID-19: Temporary assignment arrangements for certain staff in the ETB Sector
Circular 0029/2020	Post-Graduate Certificate/ Diploma Programme of CPD for Teachers working with Students with SEN (Autism Spectrum Disorder)
Circular 0030/2020	SNA Allocations for 2020/2021 School Year for Mainstream Classes in Primary and Post Primary Schools
Circular 0031/2020	Grant Scheme for ICT Infrastructure - 2019/2020 School Year

Circular 0032/2020	Grant Scheme for ICT Infrastructure - 2019/2020 School Year: €10m funding to issue to primary and post-primary schools
Circular 0033/2020	Public Service Stability Agreement (PSSA) 2018-2020: Revision of 2011 Entrant Teacher Salaries w.e.f. 01.03.2020 - Application of additional increments
Circular 0034/2020	Public Service Stability Agreement (PSSA) 2018-2020: Revision of application of additional increments awarded in relation to new entrants (excluding teachers) w.e.f. 01.03.2020 under the PSSA 2018-2020
Circular Letter 0035/2020	Prescribed Material for the Junior Cycle Examination in 2022 and Leaving Certificate Examination in 2022
Circular 0036/2020	Recruitment of Special Needs Assistants (SNAs) - Supplementary Assignment Arrangements for the 2020/2021 school year

Department of Education and Skills 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 **DES**

Date	Subject
	General Correspondence: DES
26/02/2020	DES advice re Coronavirus
10/03/2020	Notification of a Whole School Evaluation - Management, Leadership and Learning (WSE-MLL) for Inver College week commencing 30 March 2020
12/03/2020	Cancellation of WSE-MLL due to take place in Inver College week commencing 30 March 2020
20/04/2020	Seeking the continued secondment of Dr Padraig Kirk to the JCT Support Service for the period from 1 September 2020 to 31 August 2021
27/04/2020	ETB Annual Report
16/05/2020	Access to schools from 18 May 2020 - Important Information for school staff accessing schools on the 18 May 2020

READ

Date	Subject
	Finance Correspondence: DES
06/02/2020	EXPLORE Programme 2020
09/03/2020	ETBs Annual Financial Statements 2019 Progress Report
12/03/2020	ETBs Annual Financial Statements 2019 - due to the C&AG by 1 April 2020
18/03/2020	School Services Support Fund (SSSF) 2019/20 - second instal. to issue
02/04/2020	2019 Annual Financial Statements 2019 - Thank You
01/05/2020	CMETB Service Plan 2020 accepted by DES and enclosing 1. Oversight Agreement and 2. Performance Delivery Agreement

READ

Date	Subject
	Land and Buildings Correspondence: DES
06/02/2020	Summer Works Scheme 2020 - timetable
06/02/2020	Summer Works Scheme 2020 - Inver College - timetable
06/03/2020	Acknowledgement re Additional Accommodation - Beech Hill College
06/03/2020	Acknowledgement re Additional Accommodation - Breifne College
27/03/2020	Permanent location for Gaelscoil Bhréifne - possibility of locating on lands at Cavan Barracks (FET Campus)
08/04/2020	Property Oversight Group

09/04/2020	Planning for School Accommodation Provision for the 2020/2021 School Year in light of impact of COVID-19
14/05/2020	Temporary Accommodation requirements for start of 2020/21 school year

READ

- Correspondence received from **other sources**

Audit		
Date	From	Subject
13/02/2020	Comptroller and Auditor General (C&AG)	C&AG Examination of Leasing by all ETBs: examination of CMETB leases on 24 and 25 February 2020

READ

Date	From:	Subject
Finance	Correspondence from Other Sources	
25/03/2020	DCYA	Targeted Youth Funding Scheme (TYFS), Revised Youth Funding Scheme (RYFS) and Youth Information Centres (YIC) - second instal. of €158,912 to issue
17/04/2020	DCYA	Youth Capital Funding Scheme 2020 for Target Staff Led Youth Services - CMETB Capital Allocation 2020 - €20k
30/04/2020	SOLAS	2020 FET Approved Funding Allocation to CMETB: €25.779m
07/05/2020	DCYA	ETB-Funded Organisations Service Level Agreement Review - SLAs between ETBs and Funded Organisations
15/05/2020	DCYA	Annual Progress Reports and Audited Accounts: 2019 Annual Progress Report forms for organisations in receipt of Targeted Youth Funding Scheme (TYFS) and Youth Information Centres (YIC) funding - forms for completion

READ

Date	From:	Subject
Land and Buildings	Correspondence from Other Sources	
		No business

NOTED

Date	From:	Subject
GENERAL	Other Sources	
10/12/2019	NCSE	Sanction for special class for students with Autism Spectrum Disorder - Coláiste Dún an Rí
06/02/2020	Central Statistics Office	Census 2021 consultation on outputs
24/02/2020	SEAI	Annual Report 2019 on Public Sector Energy Efficiency Performance
11/03/2020	Quality and Qualifications Ireland (QQI)	COVID-19 Contingency Planning
12/03/2020	Quality and Qualifications Ireland (QQI)	QQI - FAQ for Providers re COVID-19
14/04/2020	Martha Lievens, Secretary to BOM Bailieborough CS	Seeking three nominations (incl. the CE) to the Board of Management of Bailieborough Community School for new term (1 August 2020 to 31 July 2023 incl.) Deferred

14/04/2020	Martha Lievens, Secretary to BOM Bailieborough CS	Bailieborough CS BOM: Admissions Policy for 2021/2022
21/04/2020	LMETB	Governing Body of DkIT: Seeking two nomination(s) (one male & one female) to the Board for the new term

READ

- Correspondence received from **SOLAS**

Date	Subject
30/04/2020	FET Approved Funding 2020 Allocation to CMETB: €25.779m (<i>see also 2.1 Finance Correspondence from Other Sources</i>)

READ

- Correspondence received from **ETBI**

Date	Subject
Brief 03/2020	Information on novel Coronavirus (2019-nCoV)
Brief No: 11/2020	Recommended approach to managed access of ETB workplaces
12/02/2020	Agreed Adverse Weather Protocol
02/03/2020	Governance Training for Chairpersons of ETB Finance Committees and Chairpersons of Audit and Risk Committees on Saturday, 28 March 2020 in ETBI, Naas
06/03/2020	School Trip Cancellations - LSSU opinion - Coronavirus
10/03/2020	Chief Medical Officer (CMO) Letter to all schools - COVID-19
11/03/2020	Covid-19 resources for schools (DES guidance)
12/03/2020	Clarification re Schools, Further Education Centres and Higher Education Institutions
12/03/2020	Governance Training for Chairpersons of ETB Finance Committees and Chairpersons of Audit and Risk Committees on Saturday, 28 March 2020 in ETBI, Naas - POSTPONED UNTIL FURTHER NOTICE
12/03/2020	Update Briefing by Dr Tony Holohan, CMO, re COVID-19

READ

Correspondence - Matters Arising

Secondment

DES letter dated 20.04.2020 seeking the continued secondment of Dr Padraig Kirk to the JCT Support Service for the period from 1 September 2020 to 31 August 2021

It was resolved: R. 03/05/20

“to approve the secondment of Dr Pádraig Kirk to JCT from 1 September 2020 to 31 August, 2021 incl.”

Proposed by Mr J McGrath Seconded by Cllr M Argue
PASSED UNANIMIOUSLY

2.2 Board of Management of Bailieborough Community School

Three nominations (incl. the CE) to the Board of Management of Bailieborough Community School for new term (1 August 2020 to 31 July 2023 incl.)

Deferred

2.3 Governing Body of Dundalk IT:

Two nomination(s) (one male & one female) to the Governing Body of Dundalk IT for the new term.

It was resolved to nominate the following to the Governing Body of Dundalk IT:

Resolution No.	Nominee	Proposer / Seconder
R. 04/05/2020	Clifford Kelly	Proposed by Cllr P Walsh Seconded by Cllr B Fay
R. 05/05/2020	April Anna Barker	Proposed by Mr J McGrath Seconded by Cllr A Campbell

PASSED UNANIMOUSLY

3. Audit and Risk

3.1 Audit and Risk Committee Minutes

It was resolved to adopt the Minutes of the meetings of the Audit and Risk Committee as follows:

Resolution No.	Date of Meeting	Proposer / Seconder
R. 06/05/2020	09 December 2019	Proposed by Cllr D Maxwell Seconded by Cllr P Walsh
R. 07/05/2020	17 February 2020	Proposed by Cllr D Maxwell Seconded by Cllr C Carthy

PASSED UNANIMOUSLY

4. Finance

4.1 It was resolved to adopt the Minutes of the meeting of the Finance Committee as follows:

Resolution No.	Date of Meeting	Proposer / Seconder
R. 08/05/2020	13 December 2019	Proposed by Cllr M Argue Seconded by Cllr P Walsh

PASSED UNANIMOUSLY

4.2 Finance Update

Ms Amanda Taylor, Finance Officer, briefed the meeting on the Financial Report from January 2020 to April 2020 incl.

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

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

CMETB Centre	Requested by	Date/s Required
Virginia College	Irish Blood Transfusion Service	Monday 25 to Thursday 28 May 2020
Cavan Institute	An Garda Síochána	02 – 04 June 2020 and 10 – 11 June 2020

It was resolved: R. 09/05/2020

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

Proposed by Cllr P Walsh Seconded by Cllr S O'Reilly
PASSED UNANIMOUSLY

5.5 Other Matters:

5.5.1 Corporate Procurement Plan

The Corporate Procurement Plan was noted.

NOTED

6. Strategy Statement

6.1 Service Level Agreement/ Memorandum of Understanding/Consortium Agreement

No business

6.2 Annual Report 2019

The Annual Report 2019 which was circulated in advance of the meeting was considered.

It was resolved: R. 10/05/2020

“to adopt the **Annual Report 2019**”.

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

7. Committees and Reports

7.1 Director of Further Education and Training (FET) Report:

Report from the Director of FET, Linda Pinkster.

NOTED

7.1.1 Appointment to Board of Management:

It was resolved to appoint the following:

Resolution No	School/ Centre	Business/ Education Rep:	Proposer/ Seconder
R. 11/05/2020	Cavan Institute	Dr Sheila Flanagan	Proposed by Ms M Flynn Seconded by Cllr S O'Reilly

PASSED UNANIMOUSLY

7.1.2 Board of Management/ Board of Governors' Minutes

It was resolved to adopt the Minutes of the meetings of Boards of Management/ Board of Governors as follows:

Resolution No	Board	Date of Meeting	Proposer / Seconder
R. 12/05/2020	Cavan Institute	26.11.2019	Proposed by Ms M Flynn Seconded by Cllr S O'Reilly
R. 13/05/2020	Cavan Institute	23.01.2020	Proposed by Cllr M Argue Seconded by Cllr S O'Reilly
R. 14/05/2020	Monaghan Institute	30.09.2019	Proposed by Mr J McGrath Seconded by Ms AA Barker
R. 15/05/2020	Monaghan Institute	03.12.2019	Proposed by Mr J McGrath Seconded by Ms AA Barker

PASSED UNANIMOUSLY

7.1.3 Appointment to Youth Work Committee

It was resolved to appoint the following to the Youth Work Committee:

Resolution No	Representing	Nominee	Proposer/ Seconder
R. 16/05/2020	Statutory Bodies	Garda Edel Gilliland JLO Cavan	Proposed by Cllr C Carthy Seconded by Cllr A Campbell
R. 17/05/2020		Collette Deeney Monaghan CYPSC TUSLA	Proposed by Cllr C Carthy Seconded by Cllr A Campbell
R. 18/05/2020		Ste Corrigan Cavan CYPSC TUSLA	Proposed by Cllr C Carthy Seconded by Cllr A Campbell
R. 19/05/2020	Voluntary Sector	Barry McSkeane Cavan Monaghan Rainbow Youth	Proposed by Cllr C Carthy Seconded by Cllr A Campbell
R. 20/05/2020		Conan O'Neill Scotshouse Youth Service	Proposed by Cllr C Carthy Seconded by Cllr A Campbell
R. 21/05/2020		Garda Pat Merrick JLO Monaghan Monaghan Youth Network/ Board of YWICM	Proposed by Cllr C Carthy Seconded by Cllr A Campbell
R. 22/05/2020	Comhairle na nÓg	Fiona McEntee Comhairle Development/ Healthy Ireland Officer Monaghan Local Authority	Proposed by Cllr C Carthy Seconded by Cllr A Campbell
R. 23/05/2020		Shauna Kelly Kingscourt Youth Club	Proposed by Cllr C Carthy Seconded by Cllr A Campbell

PASSED UNANIMOUSLY

7.1.4 FET Policies: No business

7.1.5 Child Safeguarding

7.1.5.1 Child Safeguarding Statement Review

- Monaghan Institute

NOTED

7.1.5.2 Child Safeguarding Risk Assessment

- Monaghan Institute

NOTED

7.2 Director of Schools' Report:

Report from the Director of Schools, Paddy Flood.

NOTED

7.2.1 Boards of Management

7.2.1.1 Board of Management (BOM) Minutes

It was resolved to adopt the Minutes of the meetings of Boards of Management as follows:

Resolution No.	School/ Centre	Date of Meeting	Proposer / Seconder
R. 24/05/2020	Ballybay Community College	10.02.2020	Proposed by Mr M McBreen Seconded by Cllr C Brady
	Beech Hill College	No business	
	Breifne College	No business	
	Castleblayney College	No business	
	Coláiste Dún an Rí	No business	
R. 25/05/2020	Coláiste Oiriall	22.10.2019	Proposed by Cllr C Brady Seconded by Cllr B Fay
R. 26/05/2020	Coláiste Oiriall	05.12.2019	Proposed by Cllr C Brady Seconded by Cllr B Fay
R. 27/05/2020	Coláiste Oiriall	26.02.2020	Proposed by Cllr C Brady Seconded by Cllr B Fay
R. 28/05/2020	Inver College	25.03.2020	Proposed by Cllr A Campbell Seconded by Cllr C Carthy
R. 29/05/2020	Inver College	08.04.2020	Proposed by Cllr C Carthy Seconded by Cllr A Campbell
	Largy College Board of Management	No business	
	St Mogue's College	No business	
	St Bricin's College	No business	
	Virginia College	No business	
	Garage Theatre	No business	

PASSED UNANIMOUSLY

7.2.1.2 Board of Management Membership

7.2.1.2.1 Appointment to Board of Management:

It was resolved to appoint the following:

Resolution No.	School/ Centre	Community Rep	Proposer/ Seconder
R. 30/05/2020	Inver College	• Sandra McCooey	Proposed by Cllr PJ O'Hanlon Seconded by Mr J McGrath
R. 31/05/2020	Inver College	• Dick Burke	Proposed by Cllr PJ O'Hanlon Seconded by Mr J McGrath

PASSED UNANIMOUSLY

7.2.1.2.2 Appointment of Board of Management Chairpersons

Deferred.

7.2.2 School Based Policies:

7.2.2.1 It was resolved to adopt the following policy:

Resolution No.	School/ Centre	Policy	Proposer / Seconder
R. 32/05/2020	Largy College	Critical Incident Management Policy and Plan	Proposed by Mr J McGrath Seconded by Ms M Flynn

PASSED UNANIMOUSLY

7.2.3 Child Safeguarding

7.2.3.1 Child Safeguarding Statement Review

- Ballybay Community College
- Coláiste Oiriall

NOTED

8. Section 29 Appeals (In Camera)

8.1 No business

9. Attendance Approval

9.1 No business

10. CE's Report

10.1 Meetings

26.03.2020	<ul style="list-style-type: none"> • CMETB Meeting via Teleconference Call
27.03.2020	<ul style="list-style-type: none"> • ETBI ICT Steering Committee • IPB-ETB CE Liaison Committee Meeting • Cross Community Forum re Covid-19: Cavan
30.03.2020	<ul style="list-style-type: none"> • CMETB SMT Meeting • CMETB School Leaders Meeting • Meeting re: Contingency Arrangements ETBI/TUI • WebEx meeting invitation from D McDonnell (DES)
31.03.2020	<ul style="list-style-type: none"> • NERSG COVID19 Teleconference • ETBI DFET Forum Preparation Meeting
01.04.2020	<ul style="list-style-type: none"> • ETBI DFET Forum Meeting • ESBS Apprentice Payroll SC meeting • CE Forum Meeting
02.04.2020	<ul style="list-style-type: none"> • ETBI SMS Meeting • FIT Meeting
03.04.2020	<ul style="list-style-type: none"> • Cavan Covid -19 Community Response Forum • Monaghan Covid - 19 Community Response Forum
06.04.2020	<ul style="list-style-type: none"> • CMETB SMT Meeting
07.04.2020	<ul style="list-style-type: none"> • CMETB various Internal meetings via Teams
09.04.2020	<ul style="list-style-type: none"> • CMETB various Internal meetings via Teams
14.04.2020	<ul style="list-style-type: none"> • SMT Meeting via Teams • Monaghan LAG/LCDC Meeting - on line
15.04.2020	<ul style="list-style-type: none"> • FIT Meeting • CE Forum check-in meeting
16.04.2020	<ul style="list-style-type: none"> • ETBI IUA Meeting • ETBI THEA Meeting • CMETB internal meeting
17.04.2020	<ul style="list-style-type: none"> • FIT Meeting • Regional Sports Facility Cavan - Meeting
20.04.2020	<ul style="list-style-type: none"> • CMETB SMT Meeting • Community Call Forum WebEx invitation to meeting • CMETB Internal meetings
21.04.2020	<ul style="list-style-type: none"> • FIT Meeting re CMETB EI SCLP Proposal finalisation • Quality Strategy Group Meeting
22.04.2020	<ul style="list-style-type: none"> • FIT Meeting re CMETB BEDF Fund Application • DFET Forum meeting prep • DFET Forum meeting • CMETB Internal meetings
23.04.2020	<ul style="list-style-type: none"> • MHC Webinar for Secondary Schools
24.04.2020	<ul style="list-style-type: none"> • CMETB Internal meetings re Covid-19 contingency plans for schools • DFET Tertiary • IPB meeting
27.04.2020	<ul style="list-style-type: none"> • CMETB SMT Meeting • Meeting with Kilmore Diocesan Administrator • Community Call Forum WebEx invitation to meeting • ETBI Cross Directorate meeting • CMETB Internal meetings

28.04.2020	<ul style="list-style-type: none"> • Covid Response Committee meeting • ESBS Apprenticeship Payroll WG meeting • CMETB Heads of Sections' meeting
29.04.2020	<ul style="list-style-type: none"> • CMETB Internal meetings • Apprentice & Other Learners Steering Group Meeting • ETBI briefing on Patronage Issues • ETBI Online training session - Admissions Policy
30.04.2020	<ul style="list-style-type: none"> • CMETB Internal meetings • Cavan LAG and LCDC • TUI/ETBI meeting prep • ETBI ICT Steering Committee
01.05.2020	<ul style="list-style-type: none"> • CMETB Internal meetings • Cavan Covid-19 Community Response Forum • ETBI ICT Steering Committee pre-meeting
05.05.2020	<ul style="list-style-type: none"> • Covid Response Committee meeting • CMETB SMT Meeting • CMETB Internal meetings
06.05.2020	<ul style="list-style-type: none"> • DFET Forum Meeting • SMA Review • Community Call Forum WebEx invitation to meeting • CMETB Internal meetings
07.05.2020	<ul style="list-style-type: none"> • ETBI CE Forum update • ETBI FET meeting
08.05.2020	<ul style="list-style-type: none"> • ETBI ICT Steering Committee meeting • Covid Response Committee meeting • St Aidan's CS BOM Meeting • CMETB Internal Meetings • Tertiary Planning WG Meeting • ETBI CE Forum update meeting
11.05.2020	<ul style="list-style-type: none"> • CMETB SMT Meeting • CMETB Internal meetings
12.05.2020	<ul style="list-style-type: none"> • HEAnet meeting • CMETB internal meeting • DFET Tertiary Planning Meeting
13.05.2020	<ul style="list-style-type: none"> • IPB Conference • ESBS Payroll SC meeting • Manufacturing East Steering Group Meeting • DFET Forum • CMETB Internal meetings
14.05.2020	<ul style="list-style-type: none"> • ETBI CE Forum check-in • Meeting of Section Heads • CMETB Internal meetings
15.05.2020	<ul style="list-style-type: none"> • FIT meeting re Border Enterprise Dev fund proposal • Covid 19 TES Steering Group meeting • Cavan Covid-19 Community Response Forum • Community Call Forum • BEDF presentation • CMETB Internal meetings
18.05.2020	<ul style="list-style-type: none"> • BEDF Presentation • CMETB SMT Meeting • CMETB Internal meetings
19.05.2020	<ul style="list-style-type: none"> • CMETB Internal meetings

11. Date of Next Meeting

July 2020 - date to be confirmed

SIGNED: John Heaney
CHIEF EXECUTIVE

Clifford Kelly
CHAIRPERSON

DATE: 21/7/2020

21-7-20