

Minutes of Meeting held on Tuesday 19 September 2023

A meeting of Cavan and Monaghan Education and Training Board took place on Tuesday, 19 September at 2pm in the Garage Theatre, Armagh Road, Monaghan.

Cathaoirleach: PJ O'Hanlon

Baill I Lathair: Madeleine Argue, Carmel Brady, Aidan Campbell, Colm Carthy, Rosena Donagh, Brendan Fay, Michelle Flynn, Sean Fegan, Clifford Kelly, Michéal Martin, Martin McBreen, Joe McGrath, PJ O'Hanlon, Aíne Smith, Patricia Walsh.

Leithsceil: April Anna Barker, Sean Conlon, David Maxwell, Sarah O'Reilly.

Ar Freastail: Dr Fiona McGrath, Chief Executive
Berni Power, DOSD
Paddy Flood, DoS
Amanda Taylor, APO Finance
Karen McBride, APO Corporate Services
Geraldine McKenna, Communications Officer
Stephanie McGarry, Administrator

Seamus Enright, Anglo Celt joined the meeting following the conclusion of "In Committee Business."

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. Members were reminded of their responsibilities and that should any Conflict of Interest arise during the meeting they must declare at that stage.

1.3 OSD Matters: In Committee Business "In Camera business"

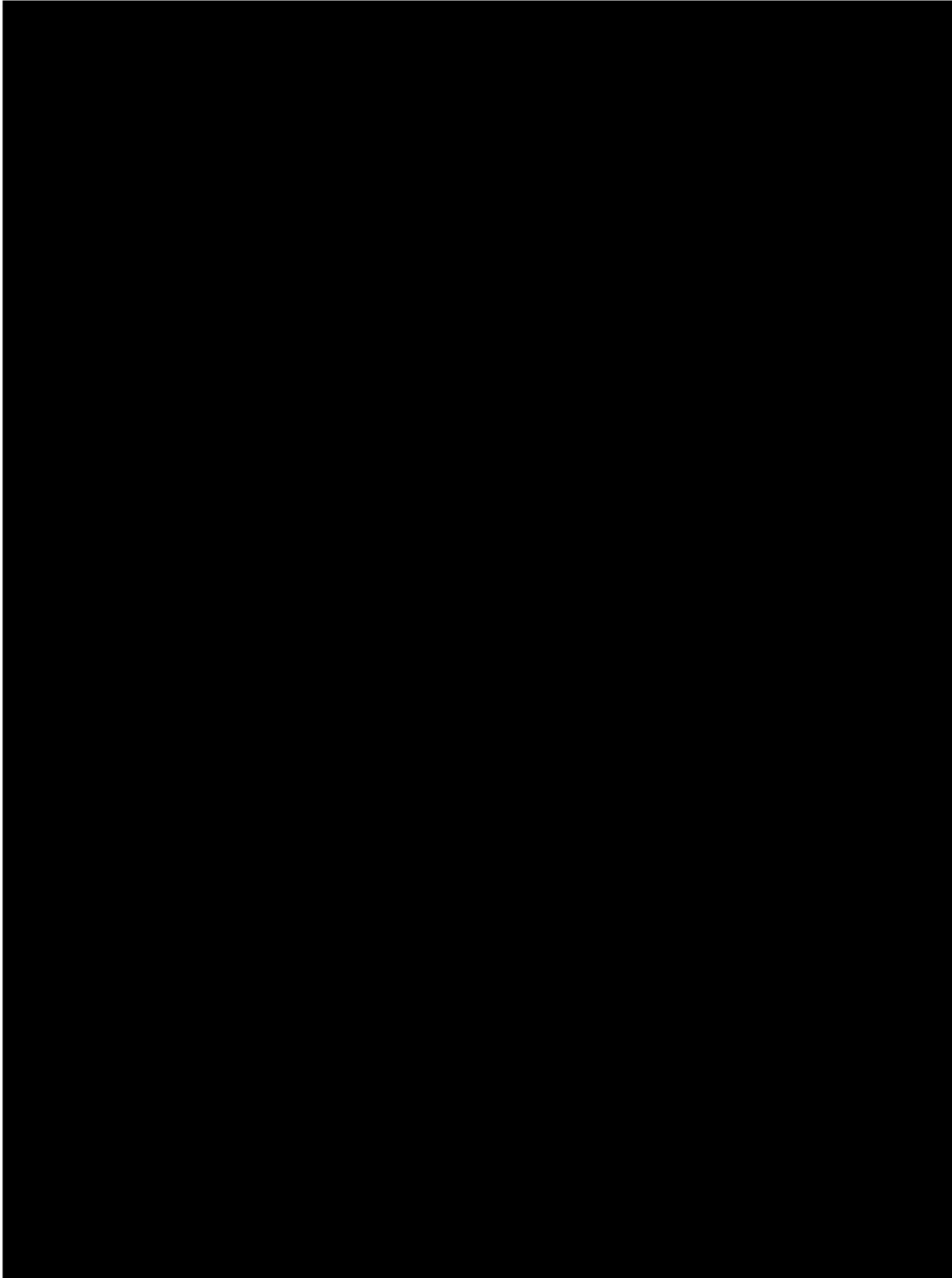
It was resolved: R. 01/09/2023

"to conduct the following business **"In Camera"** due to its sensitive and confidential nature."

Proposed by Cllr A Campbell

Seconded by Cllr C Carthy

Passed Unanimously



This concluded the “In Committee business.”

It was resolved: R. 02/09/2023

“that “In-Camera” business had been concluded.”

Proposed by Mr M Martin

Seconded by Mr J McGrath

Passed Unanimously

As “In Committee business” was concluded, the media joined the meeting.

1.4 Apologies / Absence Approval

It was resolved: R. 03/09/2023

“to approve the absences of April Anna Barker, Sean Conlon, David Maxwell and Sarah O’Reilly”

Proposed by Cllr C Kelly

Seconded by Mr M McBreen

Passed Unanimously

Condolences

- To Hohamed and Zenab Mohamed on the death of their daughter Dlava (Largy College student).
- To Teresa and Franky McCann on the death of their daughter Kiea (former student of Largy College).
- To Fiona Nugent (Monaghan Admin Office) on the death of her aunt, Margaret Cassidy.
- To Charlotte Dunne (FET) on the death of her mother, Breege Loughnane.
- To Bishop Larry Duffy on the death of Bishop Emeritus Liam MacDaid.
- To Tiarnán Ó Duinnchinn (Youthreach BOM and Tanagh OETC BOM) on the death of his father Alfie Dinkin.
- To Neil Doherty (Breifne College BOM) on the death of his father Mel Doherty.
- To Pdraig and Tracey Reilly on the death of their son Dayle Reilly (Breifne College student).
- To Ann Doughty (Virginia College) on the death of her mother Mary Sheridan.

- To Lisa O'Malley and the O'Reilly family on the death of Cllr Damien O'Reilly (Chair of LMETB BOM).

Cllr PJ O'Hanlon reflected on his student days when the late Bishop Emeritus Liam MacDaid was Dean and President of St. Macartan's College. Several Board members spoke of his excellent teaching skills and his kind fair manner. The Chair requested a letter of condolence be sent to St Macartan's College on behalf of the Board.

Acknowledgement

The Board acknowledged the response from the Critical Incident Team at Largy College to the tragedy that occurred during the summer, outside the school term. The Principal and staff were commended on the supports they gave through the school, not only to the students but to the wider Clones community.

The Board also thanked Breifne College for its response to the recent tragic death of one of its students. Learning from these critical incidents will feed into policy and procedures going forward. The Board requested an acknowledgement is sent to both schools along with a reminder about the support service available to all CMETB staff.

Condolences were also passed to Clonmel High School and Presentation College Clonmel following the death of three students in a road traffic accident on the day they received their Leaving Certificate results.

Congratulations

The Board congratulated the management and players of Carrickmacross Emmets Rounders Men's, Mixed and Ladies teams on becoming All Ireland Champions recently. Cllr C Carthy thanked Inver College for the use of their pitch for training. A letter of congratulations will be sent to Carrickmacross Emmets Rounders Manager, Colm Birdy on behalf of the Board.

1.5 Election of Chairperson

Proposals were invited for the position of Chairperson. Cllr PJ O'Hanlon was proposed by Cllr C Kelly and seconded by Cllr A Campbell.

As there were no other nominations, Cllr PJ O'Hanlon was deemed elected to the position of Chairperson.

1.5.1 Election of Deputy Chairperson

Proposals were invited for the position of Deputy Chairperson. Cllr Clifford Kelly was proposed by Cllr A Smith and seconded by Mr M McBreen.

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

The Board members expressed their thanks and acknowledged the work of outgoing Chairperson Carmel Brady, assisted by outgoing Deputy Chairperson Aidan Campbell, over the past year. They wished the new Chairperson Cllr PJ O'Hanlon and new Deputy Chairperson Cllr C Kelly well in their roles for the year ahead. The new Chairperson thanked the Board for their good wishes and remembered his late mother Mrs Rosaleen O'Hanlon, who was Chairperson of County Monaghan VEC Board a number of times.

1.6 Minutes of Meetings

1.6.1 Minutes of Meeting: 18.07.2023

It was resolved: R. 04/09/2023

“to adopt the minutes of the meeting of Cavan and Monaghan ETB held on 18 July 2023”.

Proposed by Mr J McGrath

Seconded by Mr M Martin

Passed Unanimously

1.6.2 Minutes of Special Meeting: 26.07.2023

It was resolved: R. 05/09/2023

“to adopt the minutes of the Special meeting of Cavan and Monaghan ETB held on 26 July 2023”.

Proposed by Mr J McGrath

Seconded by Mr M McBreen

Passed Unanimously

1.7 Matters Arising

The CE advised, as requested, at the last meeting a Youthreach Co-Ordinator will attend the next Board meeting in November to give a presentation on the work they do.

Further to the Boards request at the last meeting, Mr V Corey and Mr D Malone were invited to today's meeting to congratulate them both on the success of their senior and minor county football teams reaching the Semi-Finals of the All-Ireland Championship this year. While Mr Corey will join the meeting after item 6 on the Agenda, Mr Malone sent his thanks for the invitation and apologies as he is unable to attend.

Due to lack of space, it was not possible for Castleblayney College to host the Board meeting today.

1.7.1 ETBI Annual Conference – Nominees

It was resolved: R. 06/09/2023

“to approve the attendance at the ETBI Annual Conference 2023 as outlined below in addition to CMETB’s ETBI Representative Clifford Kelly for 2023/24 (new Deputy Chairperson) plus the new Chairperson if available to attend.”

ETBI Annual Conference 2023, Cork City Hall, 27/28 September 2023

Name	Proposed and Seconded
Brendan Fay	Proposed by Mr M Martin Seconded by Cllr C Brady
Michelle Flynn	Proposed by Mr J McGrath Seconded by Cllr C Kelly
Michéal Martin	Proposed by Cllr A Campbell Seconded by Ms M Flynn
David Maxwell	Proposed by Cllr A Campbell Seconded by Cllr C Carthy
Martin McBreen	Proposed by Mr S Fegan Seconded by Cllr C Kelly
Joe McGrath	Proposed by Cllr A Campbell Seconded by Cllr C Carthy
Sarah O’Reilly	Proposed by Cllr B Fay Seconded by Mr M McBreen
Aíne Smith	Proposed by Ms M Flynn Seconded by Mr J McGrath

2 Correspondence and Matters Arising

2.1 Correspondence

2.1.1 Department of Education Circulars and Information Notes

Circular Number	Details
Circular 0030/2023	Grant Scheme in respect of Maternity Related Absences
Circular 0032/2023	Supervision and Substitution Scheme – Opt-in for Principals and Deputy Principals with effect from 01 September 2022
Circular 0033/2023	Carer’s Leave Scheme for Special Needs Assistants employed in Recognised Primary and Post Primary Schools
Circular 0034/2023	DEIS (Delivery Equality of Opportunity in Schools) Action Planning and Grant Allocation for all DEIS Schools
Circular 0035/2023	Teacher Supply Post Primary: Teaching Hours Extension Scheme for 2023/2024
Circular 0036/2023	Publication of Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)

Circular 0037/2023	Partial Absences for Medical-Related Service Appointments Arrangements for Post Primary Teachers
Circular 0038/2023	Building Momentum - A New Public Service Agreement 2021-2022 Implementation of Sectoral Bargaining with effect from 1 February 2022– Payment of PME/HDip Allowance to post primary teachers on the pre-2011 teacher pay scale

Note: Department of Education Circulars are available to download from the Department's website: <https://www.gov.ie/en/circulars/?organisation=department-of-education>

Read

Department of Education Information Notes

Reference	Details
Information Note 0006/2023	Temporary changes to the Job-Sharing Scheme for Registered Teachers employed in Recognised Primary and Post Primary Schools - 2023/24 School Year
Information Note 0007/2023	Temporary changes to the Career Break Scheme For Registered Teachers employed in Recognised Primary and Post Primary Schools -2023/24 School Year

Department of Education Information Notes are available to download from the Department's website www.gov.ie - [Collection of Information Notes \(www.gov.ie\)](#)

Read

2.1.2 Department of Education Correspondence – General

Date	Subject
10.07.2023	DEIS Grant Allocation 2023/2024 School Year
13.07.2023	Notice of St. Brigid's Day public holiday- Pay rates based on 183 days reduced to 182 for PP School days with effect from 01 September 2023

Read

2.1.3 Department of Education Correspondence – Land and Buildings

Date	Subject
31.07.2023	Approval to purchase 2.2 acres at Castleblayney College from Monaghan County Council
30.08.2023	Approval in principle for the provision of a Prefab Unit at Virginia College
04.09.2023	Grant approval under the Additional Accommodation scheme to reconfigure space to create three mainstream classrooms in Castleblayney College

Read

2.1.4 Solas Correspondence – Finance

Date	Subject
18.07.2023	Adult Literacy for Life (ALL) Strategy Collaboration and Innovation Fund 2023 of €6,688 and Terms and Conditions
28.07.2023	Change Order 1 approval letter for project Electrical works at Tanagh OETC

Read

2.1.5 Correspondence from Others - General

Date	From	Subject
12.07.2023	DCEDIY	Reinvigoration Funding Once-off for 2023 €3,500
17.07.2023	Music Generation	Music Generation Annual Report 2022
20.07.2023	DCEDIY	Youth Services Funding Allocation Payment Confirmation: UBU/ETB YG/YIC/Capital €365,866.50
16.08.2023	IPB	Appointment of CMETB Nominee – Currently Sarah O'Reilly
16.08.2023	Virginia Show Society	Reply to CE: response from the Design Team re VSS proposals
06.09.2023	DCEDIY	Local Youth Club Grant Scheme: €67,865 grant award
18.09.2023	Carmel Brady	Resignation from position of Chairperson of CMETB at the commencement of the next regular meeting scheduled for 19 September 2023
18.09.2023	Aidan Campbell	Resignation from position of Deputy Chairperson of CMETB at the commencement of the next regular meeting scheduled for 19 September 2023

Read

2.1.6 Correspondence Sent

Date	To	Subject
21.07.2023	Representatives of Virginia Show Society	Meeting with CMETB confirmed for 26 July 2023
16.08.2023	Representatives of Virginia Show Society	Outcome of Design Team's consideration of the Virginia Show Society's proposals
30.08.2023	Arthur Hughes, Manager of County Monaghan Senior Hurling Team	Congratulations on winning the Lory Meagher Cup Title
06.09.2023	Vinnie Corey	Invitation to meet with the CMETB Board at meeting on 19 September 2023
06.09.2023	Dermot Malone	Invitation to meet with the CMETB Board at meeting on 19 September 2023

Read

2.2 Matters Arising

2.2.1 Nomination, CMETB Member to IPB Insurance with effect from September 2023

It was resolved: R. 07/09/2023

“to approve the re-nomination of Cllr S O’Reilly to serve on the IPB Insurance Board for a further year”

Proposed by Cllr C Kelly

Seconded by Cllr P Walsh

Passed Unanimously

3 Audit and Risk

3.1 Audit and Risk Committee

No business

4 Finance

4.1 Finance Committee

No business

4.2 Finance Update

Ms Amanda Taylor, Finance Officer, briefed the meeting on the Financial Report for August 2023.

A Board member asked how the capitation grants are distributed to schools. The Finance Officer confirmed the funds issued are based on the enrolment numbers submitted by the schools to the DE. Likewise auxiliary staff are allocated by the DE based on enrolment. The Board member also queried what cover is available for auxiliary staff in schools. The CE advised following the recruitment process a panel is created which can be drawn from, but the CE agreed it can be difficult to get cover for staff in the short term.

The Finance Officer reminded the Board to submit their travel claims as soon as possible and advised that Finance staff are available if assistance is required.

4.3 Overdraft Accommodation

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 maximum. with Bank of Ireland, Church Square, Monaghan, to cover the period 1 January 2024 to 31 December, 2024 inclusive.”

It was resolved: R. 08/09/2023

“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 maximum. with Bank of Ireland, Church Square, Monaghan, to cover the period 1 January 2024 to 31 December, 2024 inclusive.”

Proposed by Cllr C Kelly

Seconded by Mr M Martin

Passed Unanimously

4.4 Business Online EFT Facilities

To be resolved:

“that the Board agrees 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.”

It was resolved: R. 09/09/2023

“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 Cllr C Brady

Seconded by Mr M McBreen

Passed Unanimously

5 Committees and Reports

5.1 Schools

5.1.1 Director of Schools Report

The DoS gave a comprehensive update on schools. (See [Appendix A](#)).

There was some discussion about the problem of vaping among students and legislation is anticipated to make vaping illegal for under 18s.

Cllr C Carthy requested a report in relation to the filling of management positions in schools for the next meeting.

5.1.2 Music Generation

The DoS gave a Presentation. (See [Appendix B](#))

DoS gave a report on the initial setting up of Music Generation with a Local Music Education Partnership in place. Currently Music Generation report to the Board through the Director of Schools with two thirds of ETBs having a similar partnership arrangement as CMETB. Cllr C Kelly expressed his disappointment that the Section 44 Committee proposed when the current Board commenced never met. He requested a Music Generation Committee meeting is arranged before the next Board meeting takes place and details supplied on how much was spent annually for the last three years and where. Cllr C Kelly also referred to Cavan Monaghan Music Generation Draft Strategy Statement circulated to Board members. He

was disappointed with the five-year plan which should include feedback from the members of the Committee, and he will discuss this at the upcoming meeting.

5.1.3 Boards of Management

5.1.3.1 Boards of Management Minutes

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

Resolution No	Centre	Date	Proposed / Seconded
R. 10/09/2023	Ballybay Community College	31.05.2023	Proposed By Mr M Martin Seconded By Mr M McBreen
R. 11/09/2023	Coláiste Dún an Rí	30.05.2023	Proposed by Cllr C Kelly Seconded by Cllr C Brady
R. 12/09/2023	Coláiste Oiriail	04.05.2023	Proposed by Cllr M Argue Seconded by Cllr B Fay
R. 13/09/2023	Largy College	02.05.2023	Proposed by Ms M Flynn Seconded by Mr J McGrath
R. 14/09/2023	Largy College	29.05.2023	Proposed by Ms M Flynn Seconded by Mr J McGrath

Passed Unanimously

5.1.3.2 Board of Management: Appointment – Parent’s Representative

Resolution No	Largy College BOM	Proposed / Seconded
R. 15/09/2023	Teresa McLoughlin replacing Eileen Mulligan	Proposed by: Ms M Flynn Seconded by: Mr J McGrath

5.1.4 School Based Policies

For noting

Item No	Policy
5.1.4.1	Ballybay Community College: Admissions Policy 2024/25
5.1.4.2	Beech Hill College: Admissions Policy 2024/25
5.1.4.3	Coláiste Dún an Rí: Admissions Policy 2024/25
5.1.4.4	Coláiste Oiriail: Admissions Policy 2024/25
5.1.4.5	Largy College: Admissions Policy 2024/25
5.1.4.6	Virginia College: Admissions Policy 2024/25

Noted

5.1.5 Child Safeguarding

For noting

Item No	Policy	School
5.1.5.1	Annual Review	<ul style="list-style-type: none"> • Beech Hill College • Coláiste Oiriall
5.1.5.2	Risk Assessment	<ul style="list-style-type: none"> • Beech Hill College • Coláiste Oiriall
5.1.5.3	Statement	<ul style="list-style-type: none"> • Beech Hill College • Coláiste Oiriall

Noted

5.1.6 Anti-Bullying

No business

5.1.7 Gaeltacht and other Language Scholarships 2024

The CE outlined to the Board a proposal to establish the provision of Scholarships for Gaeltacht and other language courses in 2024. A once-off annual award to the value of €20,000 for distribution to schools based on their enrolment numbers was agreed.

It was resolved: R. 16/09/2023

“to approve the establishment of scholarships for Gaeltacht and other language courses in 2024 to the total value of €20,000”

Proposed by Mr M Martin

Seconded by Cllr C Kelly

Passed Unanimously

5.1.8 Nomination of Board Representatives to schools BOM vacancies

Resolution No	Board of Management	Board Nominee	Proposed / Seconded
R. 17/09/2023	Coláiste Dún an Rí	Mr M Mc Breen	Proposed by: Mr S Fegan Seconded by: Mr M Martin
R. 18/09/2023	Inver College	Mr M Martin	Proposed by: Cllr C Carthy Seconded by: Cllr PJ O’Hanlon
R. 19/09/2023	St Mogue’s College	Cllr C Kelly	Proposed by: Cllr A Smith Seconded by: Mr J McGrath
R. 20/09/2023	St Bricin’s College	Mr S Fegan	Proposed by: Mr J McGrath Seconded by: Mr M Martin

Passed Unanimously

At this point in the meeting, the Agenda was paused to allow the following to join the meeting for a presentation to acknowledge the success of County Monaghan Senior and Minor football teams on reaching the All-Ireland Championship semi-finals this year.

County Monaghan Senior Football Manager: Mr Vinnie Corey

Monaghan Youthreach Staff: Colm McArdle, Niall McCann and Fiona McCaffrey.

Monaghan Youthreach Students: Leah Beth Murphy and Leah Cawley.

The Chairperson welcomed Vinnie Corey, Monaghan Youthreach staff and students to the meeting. The Board congratulated the Senior Manager on the success of the County Monaghan senior Team under his management. The Chairperson acknowledged the challenge involved in reaching the All-Ireland semi-final and gave credit to the players, panel, management team and the County Board and stated it was a great period of celebration for the people of County Monaghan. Mr Corey is a teacher in Castleblayney College while Mr Malone, County Monaghan Junior Manager, is a past pupil of the College.

As a token of appreciation, Youthreach students Leah Beth Murphy and Leah Cawley, with assistance from their tutor Colm McArdle, created a collage of photos of the championships and presented them to Mr Corey on behalf of the CMETB Board.

Photographs were taken of the presentation and of the CMETB Board with the new Chairperson and Deputy Chairperson for 2023/24. The invited guests then left the meeting.

The meeting resumed.

6 OSD Matters

6.1 Land and Buildings

6.1.1 Leases / Contracts

No business

6.1.2 Land and Buildings Report

The DOSD gave a comprehensive presentation on the Land and Building Report. (see [Appendix C](#)). The Board acknowledged and thanked the DOSD for the progress in relation to a number of projects, in particular the completion of the modular units at St Bricin's College. However, Cllr C Carthy expressed frustration at the lack of progress regarding the extension to Inver College, with an expected completion date in 2026. Modular units are urgently needed as an emergency interim arrangement. He asked what Board members can do to assist the executive in moving the project along. The Chair concurred with Cllr C Carthy and agreed to work together with the DOSD to help progress the project.

6.2 Risk Management Report

The DOSD gave a presentation on the Risk Management Report. (See Appendix D).

6.3 Summary of Executive Orders

No business

6.4 Use of Facilities

CMETB Centre	Requester	Dates Required
Virginia College	Irish Blood Transfusion Service	20 September 2023: 3.45pm – 10.30pm
Tanagh OETC	The Cavan Kayakarun	12 August: 9am – 2pm f
Inver College (PE Hall, Music Room and Canteen)	North East Musical & Dramatic Society	22 August - 31 October (every Tuesday and Thursday with occasional Sundays): 7pm -10pm
Castleblayney College (Gym)	Muckno Lakers	25 August 2023:8pm - 9.30pm
Inver College (Football Pitch)	Activ8 Energies Ltd	Wednesdays from 30 August to 4 October: 5.45pm - 7pm
Beech Hill College (Sports Hall)	Monaghan County Council	20 October: 4.30/5pm -7.30pm
Cavan Institute	Irish Blood Transfusion Service	9 November 2023
Inver College (Outside pitch and Hall)	Carrick Rovers	Thursdays from 14 September - 26th October: 6pm - 7.30pm
Castleblayney College (Gym)	Muckno Lakers	Thursdays and Fridays each week from 07/ 08 September 2023 - 020/ 03 May 2024: 5pm -10pm

It was resolved: R. 21/09/2023

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

Proposed by Cllr C Brady

Seconded by Cllr M Argue

Passed Unanimously

6.5 Other Matters

6.5.1 Policies

For noting

Item No	Policy
6.5.1.1	CMETB Superannuation Schemes Policy
6.5.1.2	CMETB Hospitality Entertainment and Gifts policy
6.5.1.3	CMETB Lone Working Policy
6.5.1.4	CMETB Recruitment Selection and Procedures
6.5.1.5	CMETB Induction Policy for Administration Staff located in Monaghan Head Office and Cavan Sub- Office
6.5.1.6	CMETB Probation Policy for Administrative Staf
6.5.1.7	CMETB Procurement Policy

Noted

6.5.2 CMETB Standing Orders (Amended September 2023)

Amendment to Standing Orders to reflect the change in procedure for online attendance, necessitated by the Government ordered restrictions during the Covid-19 pandemic.

It was resolved: R. 22/09/2023

“To amend the Standing Orders to reflect the change in procedure for online attendance, necessitated by the Government ordered restrictions during the Covid-19 pandemic”

Proposed by Mr M Martin

Seconded by Cllr P Walsh

Passed Unanimously

A Board member asked if the same could apply to Schools Board of Management meetings to allow their members join meetings online to make up a quorum. The CE indicated that due to child protection issues BOM meetings are held in person, but clarity will be sought on the matter and an update given at the next Board meeting.

6.5.3 Charities Regulator

6.5.3.1 CMETB Charities Compliance Record 2022

The CE briefed the Board on the Charities Compliance Record for 2022. Each member signed their Annual Charity Trustee Declaration.

It was resolved: R. 23/09/2023

“to approve the Charities Compliance Record Form 2022”.

Proposed by Cllr C Brady

Seconded by Cllr P Walsh

Passed Unanimously

6.5.4 Climate Action Mandate and Roadmap

Head of Corporate Services Karen McBride joined the meeting and gave an informative presentation on the Climate Action Mandate and Roadmap which were made available to the members prior to the meeting. (see [Appendix E](#))

It was resolved: R. 24/09/2023

“to approve the Climate Action Mandate and Roadmap.

Proposed by Mr J McGrath

Seconded by Cllr A Smith

Passed Unanimously

7 Strategy Statement 2022-2026

7.1 Policies

7.2 SLA/MOU/Consortium Agreement

Service Level Agreements for noting

Number	Organisation	Project Title
7.2.1	Department of Education	SLA between DE Education Shared Business Services ETB Finance Operations and CMETB
7.2.2	ESBS	Data Processing Agreement between ESBS and CMETB

Noted

8 Committees and Reports

8.1 Further Education and Training

8.1.1 DFET Report

Noted (see [Appendix F](#)). The Director of Further Education and Training will give an update on FET at the next meeting.

8.1.2 CMETB FET Board

No business

8.1.3 Boards of Management

8.1.3.1 Board of Management Minutes

It was resolved to adopt the minutes as follows:

Resolution No.	Centre	Date	Proposed / Seconded
R. 25/09/2023	Cavan Institute	25.04.2023	Proposed by: Cllr C Kelly Seconded: Cllr B Fay
R. 26/09/2023	Cavan Institute	29.08.2023	Proposed by: Cllr C Kelly Seconded by: Ms M Flynn
R. 27/09/2023	Tanagh OETC	02.05.2023	Proposed by: Cllr C Brady Seconded by: Cllr M Argue

Passed Unanimously

8.1.4 Youth Work Committee

No business

8.1.5 FET Policies

No business

8.1.6 Child Safeguarding

No business

9 Attendance Approval

No business

10 Chief Executive Report

Date	Details
18.07.2023	<ul style="list-style-type: none"> Retirement function for CMETB staff who retired (during the last 3 years) in Monaghan Institute
20.07.2023	<ul style="list-style-type: none"> ICBAN Human Capital Pillar Steering Group Meeting Cavan LCDC Meeting
24.07.2023	<ul style="list-style-type: none"> Solas meeting: Apprenticeship
26.07.2023	<ul style="list-style-type: none"> Special Board Meeting in Virginia College
17.08.2023	<ul style="list-style-type: none"> Solas Learner Payments Policy Seminar DE School Buildings Update
22.08.2023	<ul style="list-style-type: none"> ACCS Briefing for Boards of Management and School Leaders (St. Aidan's Comprehensive) "Commencing a New Academic Year" Meeting with IPB Insurance CEO, John Kearns
24.08.2023	<ul style="list-style-type: none"> Official launch of Forestry Forwarder Operations Course in conjunction with Ballyhaise Agricultural College at the Coillte Harvesting site in Durrow, Co. Laois
29.08.2023	<ul style="list-style-type: none"> Signing of MOU between Wrexham University and Cavan and Monaghan Institutes in Cavan Visit Largy College and meet Principal
30.08.2023	<ul style="list-style-type: none"> Attend Monaghan Institute Open Evening St. Aidan's Comprehensive BOM Meeting in Cavan
31.08.2023	<ul style="list-style-type: none"> Solas Meeting – Updates on 2023 funding
04.09.2023	<ul style="list-style-type: none"> Official Opening by Minister Simon Harris of the Education and Training Facility for Cavan Institute at the FET Campus Cavan Visit to Breifne College and meet Critical Incident Team Teacher Induction Training 2023 – Session 1
05.09.2023	<ul style="list-style-type: none"> Public Spending Code Training
08.09.2023	<ul style="list-style-type: none"> Cavan Institute BOM Meeting
11.09.2023	<ul style="list-style-type: none"> Teacher Induction Session 2 Coláiste Oiriall
12.09.2023	<ul style="list-style-type: none"> Bailieboro School BOM Meeting
13.09.2023	<ul style="list-style-type: none"> IAU Pensions Audit Opening Meeting ETBI CE Forum Meeting
15.09.2023	<ul style="list-style-type: none"> Principals Meeting in Admin Head Office
18.09.2023	<ul style="list-style-type: none"> OAC IAU ETBs Meeting NAO meeting: Phase 2 Apprenticeships Teacher Induction Seminar 3
19.09.2023	<ul style="list-style-type: none"> CMETB Board meeting in the Garage Theatre, Monaghan

Any Other Business

The CE reminded members of the Invitation from Cathy Bennet, Manager of the Garage Theatre to book seats to attend the 25th Anniversary of the Garage Theatre taking place on Culture night – Friday 22 September

11 Date of Next Meeting

Tuesday 14 November 2023

It was proposed to hold the next Board meeting in Carrickmacross in honor of the newly elected Chairperson. The Chair agreed and invited the Board to the Civic Offices in Carrickmacross for the next meeting.

The meeting concluded at 4.50pm

Signed 
Chief Executive

Signed 
Chairperson

Date 14.11.2023

Date 14.11.2023