



cmeth

Bord Oideachais agus Oiliúna
an Chabháin agus Mhuineacháin

*Cavan and Monaghan
Education and Training Board*

ANNUAL REPORT

2018

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1. CMETB Mission, Vision and Core Values

MISSION

- Cavan and Monaghan Education and Training Board - providing quality education and training for young people and adults through a professional, inclusive and innovative approach.

VISION

- Leading and delivering excellence in education and training for all

CORE VALUES

- Progressiveness
- Professionalism
- Learner-centred
- Community
- Diversity
- Quality

2. Strategic Objectives for 2017-2021

The draft CMETB Strategy Statement for 2017-2021 outlines strategic objectives in the following three key areas:

➤ Schools

- Teaching and Learning
- Leadership
- Wellbeing
- Capital Projects

➤ Further Education & Training

- Raising the Standing of FET
- Skills for the Economy
- Integrated Planning and Funding
- Active Inclusion
- Quality Provision

➤ Organisation Support & Development

- Corporate governance and compliance
- Staffing (numbers, skills and competency)
- Internal communication and information systems
- Communication strategy
- Organisational capacity
- IT Strategy

3. Chairperson's Welcome

I am delighted to join with our Chief Executive John Kearney in offering some words of welcome and introduction to the Cavan and Monaghan Education and Training Board (CMETB) Annual Report for 2018.

CMETB is one of the biggest employers in Cavan and Monaghan with some 1,200 part time and full time staff. CMETB provided post-primary education to 4,211 students across 11 schools during 2018, representing an enrolment growth of over 300 students with a projection of future growth in coming years.

Through our strategic partnerships with local business, employers and Cavan and Monaghan County Councils and their associated committees, we are also one of the key drivers of economic development and growth in the region. Our Annual Report for 2018 reflects upon and captures this work.

Amongst many significant events which occurred during 2018 were:

- The official opening of our long awaited and much campaigned for new school post - primary school in Kingscourt, Coláiste Dún an Rí
- The official opening of an impressive extension for the fast-growing Breifne College in Cavan Town
- Excellent results being achieved by students in all our post primary schools, in terms of academic, sporting and social activities
- The introduction and delivery of innovative apprenticeships and traineeships as part of CMETB FET Programme delivery
- Well attended and well organised Graduations at both our Institutes and in the Adult and Community Education sector
- Maintaining the highest standards of corporate governance throughout the organisation.

The above are only some highlights of the work undertaken by staff, learners and Board members in 2018.



As Chairperson, my hope is that the years 2019 and beyond sees the completion of the sanctioned new Further Education and Training Campus in Cavan Town. This new campus will properly reflect the success story that is Cavan Institute, as well as CMETB's emergence as a real leader in advancing new and highly relevant Traineeships and Apprenticeships to meet the skills needs of local and future employers.

Cllr Seamus Coyle, Chairperson CMETB 2017-2018

4. Chief Executive's Address

Our purpose in presenting this report is to provide an overview of the performance of Cavan and Monaghan ETB in relation its functions during the year and of the work carried out to implement the CMETB Strategy Statement 2017 to 2021. Our core values of Equality, Professionalism, Integrity, Collaboration and Innovation inform our collective actions throughout the organisation in progressing the delivery of each goal of our strategy. This Annual Report highlights many significant achievements of the CMETB Strategy Statement during 2018. The planned review of the Strategy will be conducted in 2019.

In schools, there has been a growth in student numbers, reflecting the high-quality education being provided for young people, whose parents have entrusted them to us. Major progress on the capital programme has continued, leading to the completion of a new school building for Coláiste Dún an Rí and a major extension for Breifne College. Collaborative networks in Leadership, Teaching and Learning, Wellbeing and Information and Communications Technology have all helped to develop highly interactive approaches to the core business of quality classroom teaching and learning.

CMETB Further Education and Training services are developing a reputation for leading proactive and planned responses to the issues in our area. Development in our Further Education and Training services involved impressive contributions from Cavan Institute, Monaghan Institute, Training Services and Adult Education Services, working together to ensure significant progress has been recorded in our Further Education and Training Plan. The development of a new exciting OEM Apprenticeship with Combi Lift and the Mid-Tier Engineering Consortium reflects the expanded collaborative capacity of CMETB to successfully engage with employers in generating economic growth for the region.

CMETB Youth Services continue to monitor and evaluate provision in the area as well as providing innovative services to so many communities and youth groups across Counties Cavan and Monaghan. Our Music Generation Programme is being developed to ensure increased access to high-quality, subsidised vocal and instrumental tuition for children and young people throughout the region.

It has been a privilege for me to work with my colleagues among the staff over the past year. I am very grateful for the support of the CMETB board who have shown such dedication to their work on behalf of all learners. I thank all who contributed in any way to this report and wish all staff and learners continued success in 2019.

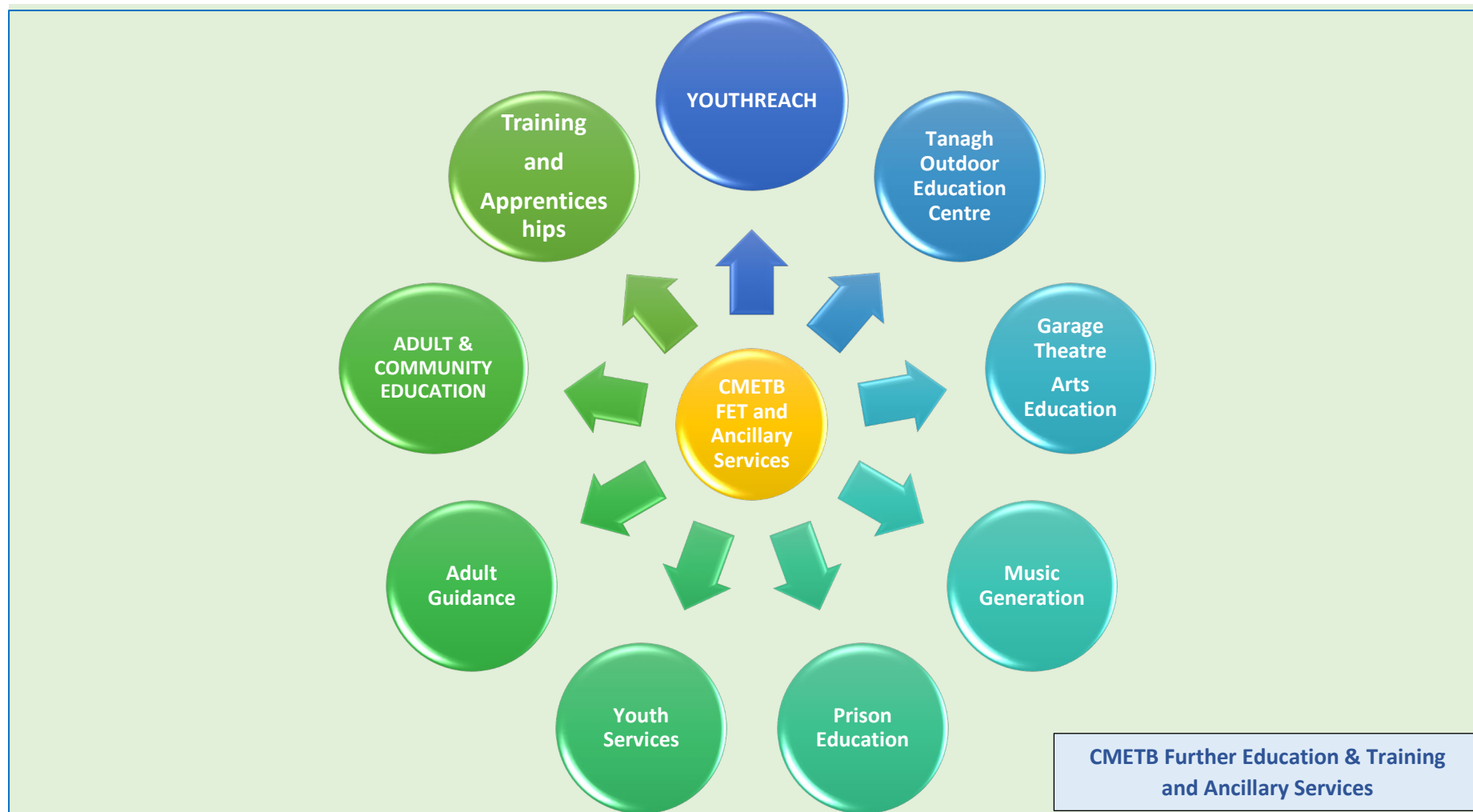


John Kearney
Chief Executive

SECTION 2

5. Overview of Services





6. Directors Reports

6.1. SCHOOLS

Cavan and Monaghan ETB provided post-primary education to 4,211 students across 11 schools during 2018. This represents a growth of over 300 students in the current year with a projection of future growth in coming years. The schools and details are:

School	Address	Enrolment Sept 2018	DEIS/Non DEIS
Ballybay Community College	Ballybay, Co. Monaghan	339	Non DEIS
Beech Hill College	Monaghan, Co. Monaghan	540	DEIS
Breifne College	Cavan, Co. Cavan	689	DEIS
Castleblayney College	Castleblayney, Co. Monaghan	256	DEIS
Coláiste Dun an Rí	Kingscourt, Co. Cavan	264	Non DEIS
Coláiste Oiriall	Cnoc an Chonnaidh, Muineachán	334	Non DEIS Gaelcholáiste
Inver College	Carrickmacross, Co. Monaghan	336	DEIS
Largy College	Clones, Co. Monaghan	378	DEIS
St Bricin's College	Belturbet, Co. Cavan	193	Non DEIS
St Mogue's College	Bawnboy, Co. Cavan	232	DEIS
Virginia College	Virginia, Co. Cavan	650	Non DEIS
TOTAL		4211	

During the year, the Department of Education and Skills conducted the following inspections in these schools:

School	Nature of Inspection	Date of Inspection
Ballybay Community College	Whole School Inspection	08/05/2018
Breifne College	Whole School Inspection	12/06/2018
Castleblayney College	Subject Inspection: Geography	27/04/2018
Coláiste Oiriall	Subject Inspection: History	01/02/2018
Inver College	Subject Inspection in PE	02/02/2018
Largy College	Subject Inspection in SPHE	06/02/2018
Largy College	Subject Inspection in Geography	21/06/2018

St Mogue's	Subject Inspection in History	26/01/2018
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In addition to this, incidental inspections took place periodically and one school participated in the annual Comptroller & Auditor General audit of CMETB.

Statement of Internal Control

CMETB introduced a Statement of Internal Control for schools in 2018. This statement acts as a compliance checklist for school leaders and Board of Management but is also a quality assurance and governance instrument for the ETB. School principals were given training in the content and methodology of this statement and all schools returned a statement for 2018. The statement covered areas including finance, resource allocation, record keeping and compliance with ETB and DES rules and regulations.

Child Protection:

In March 2018 new national guidelines for child protection were put on a mandatory footing by the government. CMETB acted in a timely and efficient manner to ensure that these guidelines were implemented immediately. Each school developed a risk assessment document and Child Safeguarding Statement and ensured that all relevant staff availed of core CPD in child protection. Teachers are to be complemented for completing much of this CPD online during days when schools had to close due to inclement weather, resulting in no need for schools to lose a further day for this CPD. CMETB assisted in developing appropriate reporting mechanisms to Boards of Management.



One of the schools represented at the CMETB Celebration of Excellence Awards evening for students who excelled in Leaving Certificate and Applied Leaving Certificate examinations.

Board of Management CPD:

In 2018, CMETB provided professional development to members of the Boards of Managements to support the effectiveness and efficiency of Boards. Two 3-hour workshops were provided to Board of Management Members in 2018. The focus of this year's CPD was changes in Child Protection and Department of Education and Skills Inspections. Boards of Management gained an insight in how to exercise their child safeguarding governance and oversight role and their role in preparing for and participating in the inspection process.

The sessions were well attended and feedback from participants reflect their appreciation at being suitably supported in their role as members of Boards of Management and they expressed a desire for further support and development from Cavan and Monaghan ETB.

Teacher Development:

The tables below document the deep commitment of CMETB to developing teacher capacity in line with our strategy statement. Key highlights of 2018 included:

- First annual teacher symposium on the theme of Building Independent Learning
- Specific support for teachers in understanding Circular 03/2018, the leadership component of Looking at our Schools and competency based interviews.
- Annual CPD for all Principals and Deputy Principals
- The appointment of additional posts of responsibility to schools at the level of Assistant Principal 1 and Assistant Principal 2
- Specific CPD in the area of drugs and alcohol misuse
- An extensive digital leadership programme offering significant support to schools in implementing digital planning and learning

Karol Sadleir addresses first annual symposium on "Building Independent Learning"





CMETB Leaders and Students plan together at workshop on student voice in Ballybay Community College

Arts in Education - Music Generation

In 2017 Music Generation announced that Counties Cavan and Monaghan will together receive €450,000 in philanthropic funding from U2 and The Ireland Funds over three years to create increased access to high-quality, subsidised vocal and instrumental tuition for children and young people throughout the region. Operating on a 50/50 matched funding basis, Cavan/Monaghan Music Education Partnership will also generate a further €450,000 locally over the three-year period. Cavan/Monaghan is among 9 new areas of the country selected for participation in Music Generation's second phase.

Cavan/Monaghan Music Education Partnership (MEP) is led by Cavan and Monaghan Education and Training Board (CMETB) in partnership with Monaghan County and Cavan County Council.

Planning and programming for Music Generation Cavan/Monaghan got underway at the end of 2018 with the appointment of Mairead T Duffy to the position of CMETB Music Generation Development Officer

CMETB School Principals, Chief Executive and Directors

School Principals met on a regular basis with the Chief Executive and Director of Schools throughout 2018. The purpose of these meetings is to ensure a consistent approach to quality and compliance with all relevant policies and circulars, keeping schools informed of developments in education at local and national level, as well as providing an opportunity of sharing best practice across CMETB. These meetings often included a CPD feature to focus on their professional growth as school leaders. CMETB also facilitated and supported school leaders in their attendance at all relevant nationally organised CPD, including the annual NAPD conference.

Report of the delivery of Strategic Goals 2018

Strategic Goal 1: Leadership

Action	Update 2018
1.To develop a Principals and Deputy Principals' network which focuses on exchange of best practices and fosters collaborative decision making	1. Regular meetings of Principals and Deputy Principals are serviced by an agenda that includes OSD Related Updates, Director of School Updates and when appropriate relevant CPD and speakers 2. Working Group for School Leadership has advised Director of Schools on the implementation of strategy and on how supports for school leaders can be maximised.
2. To develop a tailored leadership and management continuing professional development plan for serving leaders and teacher leaders to include opportunities to further develop Instructional Leadership	1. Throughout 2018, there has been a tailored CPD Programme for school leaders including a content focus on: • Curriculum Development • Completion of Statement of Internal Control • Child Protection • Policy Development • Drugs and Alcohol Issues • New Arrangements for Middle Leadership • Coaching Skills • Student Voice • Digital Leadership
3. To develop a coordinated approach to promote excellence in learning and teaching across the ETB	1. The first annual CMETB symposium building capacity in the areas of teaching and learning took place in March 2018. Building Independent Learning was the theme and Karol Sadleir was guest speaker. CMETB staff presented workshops on developing literacy skills, student voice and Creating Digital Resources
4. To establish subject teacher networks/communities of practice to promote best	1. Pilot initiative by teachers in Beech Hill College in special awards for students for level of proficiency in Gaeilge. This was shared with

practice and sharing of resources.	teachers of other schools to consider for uptake. Evening workshop for Gaeilge teachers was organised to support this initiative.
6. To target improved student outcomes and improved transfer to 3rd level across the scheme	1. As agreed at meetings for school leaders each school completed a subject by subject review of Leaving Certificate Results. 2. Results from Leaving Cert forwarded to Director of schools for review. 3. CMETB held a Career's Fare for over 1000 post- primary students, giving them access to careers advice from experts, colleges, professional representatives and others. Workshops on CAO applications and preparing for college were also a part of this day
7. To foster and support greater distributed leadership amongst staff and students	Circular 03/2018 introduced new arrangements of posts of responsibilities in our schools. In response to the circular, CMETB DOS and HR Manager led the following activities: • Attended briefing with ETBI and provided resources to schools • Briefed all senior leaders on changes required and supported them in the review of posts of responsibility • Review of posts in all CMETB schools • Training for Interview panels and for teachers interested in applying for leadership positions. 160 teachers attended the two teacher-focused workshops over two evenings • Appointment of over 40 teachers to middle leadership positions.
8. To develop a framework in support of curriculum review across all schools/centres	1. Seminar was organised in 2018 to inform and support teachers and school leaders from schools considering moving from 40minute classes to longer periods. This was open to non-ETB schools. 6/11 CMETB schools has now made this transition. 2. Schools were encouraged to apply for pilot school status for new curricular subjects including Computer Science and PE. Two schools were chosen for Computer Science

	(Breifne College and Castleblayney College) and one school was chosen for PE (Virginia College). 3. Beech Hill College is now a pilot school for Senior Cycle Review with NCCA. Staff have participated in relevant consultation exercises and feedback has been given to NCCA.
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Goal 2: Learning and Teaching

Action	Update 2018
1.To place learning and teaching as a top-level priority goal for CMETB statement of strategy	• CMETB organised a significant Celebration of Excellence Awards evening for students who excelled in Leaving Certificate and Applied Leaving Certificate examinations. All schools participated • Initiatives in learning and teaching were promoted relentlessly throughout the year including tracking student progress, supports for SEN students, student voice in classroom, timetabling longer class periods, and curriculum development and student wellbeing.
2.The development of a structured CPD programme within the framework for learning and teaching 3.The promotion of cross curricular collaboration within and between schools/centres	1. The Digital Platform offered in Microsoft Office and Teams has been customised to afford for in and cross school planning and sharing of resources. 2. The new Junior Cycle Framework was a significant focus of teachers' CPD and planning in 2018. Centrally provided in-school planning supports were availed of by all schools as well as teachers participating in subject-specific cpd. 3. A number of schools have introduced Level 2 Learning Programmes to support the curricular needs of a very defined group of students with specific learning difficulties.
4. To promote effective engagement with IT in the learning process across all schools	1. Digital Leadership Programme was introduced in 2017 and the first cohort completed the programme in 2018. In all 48 teachers received specialised support in the use of Microsoft OneNote and Microsoft Teams in the classroom. The participants were also equipped with the skills

	to develop these competencies with their colleagues. Led by Digital Strategist, Dr Miriam Nugent, many follow up supports were organised at school level, including whole staff CPD. 2. Ancillary supports were also provided including two one day special demo events for teachers in ETB and primary schools. This “Road to Code” event introduced many teachers to the most recent technologies. Monaghan Institute and Virginia College hosted these events. 3. The IT grants for schools strengthened the infrastructure across all schools and enabled schools to purchase much needed devices.
6. Audit of resources including capital, personnel (teaching and support) and fiscal with the aim to secure the optimal level for all schools/centres	1. A thorough review of the teaching capacity of each school was conducted involving the CE, Director of Schools, Head of HR and the school leaders from each school. Gaps in capacity were identified and the allocation of teachers to school reflected the needs of a growing school population across CMETB. In a small number of cases teachers were shared between schools to maximise curriculum provision. 2. An ongoing review of school buildings led to a request from DES to provide refurbishments/extensions to two schools and to conduct upgrades on others. 3. The CE brought a proposal to the Board of CMETB to consider merging St. Bricin’s College and St. Mogue’s College to create one new school in the Ballyconnell area. This proposal received the unanimous support of the Board of CMETB and the Department of Education and Skills are considering the subsequent correspondence from the CE.
7. To reduce the administrative burden on schools/centres leadership team	1. Expert advice in the formulation of relevant policies was provided to all schools by the CMETB Compliance Officer and relevant resources and templates were forwarded to schools to assist them in the implementation of such policies. 2. When required legal and compliance advice was available to all schools on a range of matters.

	3. The use of Microsoft Teams was introduced by the Director of Schools as a primary, cohesive communication platform for schools. 4. Revised procedures for the recruitment of teaching staff were deployed resulting in an earlier completion of teacher recruitment in 2018.
8.To build on CMETB's commitment to inclusion of all students irrespective of gender, socio-economic background, race or religion	1. Two schools welcomed Syrian students into their schools as part of the Syrian refugee resettlement programme and specific supports were put in place for these students. 2. Six of our CMETB schools are supported by the DEIS programme and all six avail of the School Completion Programme. Relevant supports and interventions were offered to students targeted by the DEIS Programme. 3. All schools were asked to verify that their allocation of teaching resources to students with special educational needs was in line with relevant DES circulars via a Statement of Internal Control, introduced in 2018.

Goal 3: Wellbeing

Action	Update 2018
1.To develop a scheme wide mission and vision statement focusing on wellbeing	1. CMETB has an inter-agency wellbeing group exploring a consistent approach to wellbeing related issues in CMETB schools 2. One school to pilot PE as a Leaving Certificate subject while others have introduced a short course in PE.
2.To prioritise support for both physical and mental health	1. Suicide prevention staff training took place in some schools.
3.Standardisation of pastoral care across the scheme	1. Director of Schools chaired Wellbeing Working Group. Outcomes were shared to all schools. 2. A questionnaire on student wellbeing has been prepared and will be processed in 2019.
4. A comprehensive CPD programme will be available to all staff and students	1. Across the ETB all teachers have been introduced to the Wellbeing Programme for Junior Cycle and the concept of wellbeing as the business of all.

which focuses on emotional intelligence, anti-bullying and resilience

Each school is putting a wellbeing programme in place that will ensure that for all students commencing school in 2020 they will receive 400 hours of Wellbeing related education.

2. School leaders engaged in a workshop on tackling issues related to drugs and alcohol. This led to a wider forum of teachers from every post-primary school and Youthreach centre in Co. Cavan attending a one-day programme of support in:
 - Identifying drugs and their prevalence in the community
 - Exploring the supply chains in operation
 - Peer education and best practice in drugs and alcohol education
 - Case studies in managing challenged drug related events



Paddy Flood

Director of Schools

6.2. FURTHER EDUCATION & TRAINING SERVICES

CMETB Further Education and Training (FET) Services provide a wide range of full and part time programmes throughout Cavan and Monaghan, offering valuable learning opportunities for those over 16 years of age. The programmes are largely vocational in nature, e.g. childcare, healthcare, ICT, engineering, thus providing clear routes into employment. Likewise, there are a number of progression opportunities from FET programmes into Higher Education (e.g. Universities & Institutes of Technology programmes).

CMETB FET comprises 5 distinct services:

- i. **Two PLC Colleges** – Cavan Institute & Monaghan Institute – delivering full time vocational skills programmes at Levels 5 & 6 and evening classes
- ii. **Adult Education Services** – delivering a range of part time basic and vocational skills and hobby programmes at levels 1- 6
- iii. **Training Services** – this includes the Apprenticeship Service, Specific Skills Training Programmes, Traineeships, Local Training Initiatives & Specialist Training Providers
- iv. **Youthreach** - 6 Youthreach Centres that provide a broad range of certified programmes for early school leavers
- v. **Prison Education** at Loughan House Open Prison



Learners at Cavan Youthreach receive the Senior ECO-Community Development Award at the ECO-UNESCO Young Environmentalist Awards Ceremony May 2018.

In 2018, CMETB continued to implement a range of actions and new initiatives, key achievements and innovations included:

- Development and agreement of Strategic Performance Agreement with Solas and associated targets to be attained 2018-2020
- Successful progression of re-engagement with QQI
- Establishment of new governance structures and assimilation of existing FET working groups into the new bodies
- Creation of dedicated Workforce Development Officer post with key responsibility for roll out of Skills to Advance programme in Cavan & Monaghan
- Original Equipment Manufacturing (OEM) apprenticeship programme finalised and validation approved by QQI
- Capital budget secured for development of new apprenticeship facilities for Electrical, Commis Chef and OEM programmes
- Planned development of PLC Access Programme to support transition from Youthreach and Leaving Cert Applied to PLC



The new Commis Chef Apprenticeship programme commenced in Cavan Institute in September 2018

2018 also saw the continued implementation of the FET Strategy. This strategy is aligned with the national Solas FET Strategy and mirrors its goals and aims. The progress in implementation of actions is set out in the table overleaf.

Report of the delivery of Strategic Goals in 2018

Strategic Goal 1. Raise the Standing of FET

Aim	Actions undertaken in 2018
To ensure recognition of FET as a valued learning path	• FET promotion month held involving series of radio interviews and 4 FET Briefings for schools / parents & general public • Organisation and delivery of Social Media training for FET staff • Ongoing promotion of FET via a range of media and onsite presentations by staff • Participation in national stories / events – e.g. College Awareness week, adult learners' week, Science week' literacy awareness week, Solas FET promotion campaign

Strategic Goal 2. Skills for the Economy

Aim	Actions undertaken in 2018
To address current and future needs of learners, jobseekers, employers and employees and contribute to national economic development	• Ongoing development and provision of a wide range of FET programmes across Levels 1-6 • Inclusion of a number of new Level 5 programmes in Cavan Institute and Monaghan Institute, including: - Certificate in Barbering - Corporate Transport Hospitality - Fashion Buying and Merchandising - Fashion Styling and Make-up - Pre-University Animal & Agri-Sciences - Pre-University Business & Accounting - Pre-University Health & Social Studies - Pre-University Computing

- Pre-University Arts
- Commencement of a new Science and Engineering LTI in Monaghan
- New traineeship in Architectural Technology and Computer Aided Design commenced in Monaghan Institute in partnership with Entekra
- Continuation of traineeships in OEM, Outdoor Activity Instructor, Laboratory Assistance and Hospitality
- Commencement of Electrical Testing and Verification course in the FET Campus in Cavan
- Validation secured for new national apprenticeship programme – OEM (Original Equipment Manufacturing)
- 75% increase in apprenticeship registrations
- Commencement of new Commis Chef apprenticeship programme in Cavan Institute
- Explore Programme piloted under Adult Education Services. Basic Digital Skills training was delivered to a number of companies in Cavan and Monaghan
- New PLC partnership with St Angela's, Sligo in a pilot Access to Post Primary Teaching (APT) project, funded by the HEA

Strategic Goal 3. Integrated Planning and Funding

Aim	Actions undertaken in 2018
To ensure that CMETB FET provision is planned and implemented on the basis of objective analysis of need and demand	• Development and agreement of Strategic Performance Agreement with Solas and associated targets to be attained 2018-2020 • Ongoing review of overall CMETB FET provision and labour market data to ensure: - Provision of programmes that meet needs and priorities, as (i) outlined in relevant strategies and reports, and (ii) identified by industry - Provision of mix of Sectoral skills & Cross sectoral skills - CMETB does not oversupply the market with lesser required skills • Sanction obtained for additional FET posts and recruitment undertaken • Appointment of Workforce Development Officer - new position created to manage this growing area of work • Restructuring of the training service into 2 units reflecting increased focus on workforce development • Continued development and implementation of cross service programmes, e.g. literacy awareness training for tutors, literacy support for apprentices, guidance for contracted training groups, Learning to Learn • Ongoing meetings of and liaison among FET services and centres re working to maximise range of provision and avoid duplication

Strategic Goal 4. Active Inclusion

Aim	Actions undertaken in 2018
That FET provision will support the inclusion of people of all abilities, with special reference to literacy and numeracy	- Continued development and implementation of cross service programmes, e.g. literacy awareness training for tutors, literacy support for apprentices, guidance for contracted training groups, Learning to Learn, Leaving Cert Maths @ PLC - Cultural Champions Programme was launched in Monaghan in conjunction with Tusla, MID, and ISPC. 12 participants completed a range of programmes including Level 6 Information, Advice and Advocacy and Level 6 Family Rights Advocacy - The Refugee Resettlement programme commenced in Monaghan with 40 Syrian learners participating in Intensive English Language classes in Clones and Carrickmacross - New programme devised to support Youthreach and LCA transition to PLC – PLC Access programme to commence in Sept 2019 in Cavan Institute and Monaghan Institute - Development of standardised assessment tools for use across CEMTEB FET Services to ensure learners are placed on programme best suited to their needs and abilities

Strategic Goal 5. Quality Provision

Aim	Actions undertaken in 2018
To ensure that CEMTEB FET Services provide high quality education and training programmes that meet national and international quality standards	- Development and delivery of CPD Plan for FET staff - Sharing of best practice through inaugural FET Meet with 170 attendees - Staff supported to undertake certified CPD outside of CEMTEB - Erasmus funding secured and utilised for FET staff to participate in CPD overseas

- Advancement of the development of state-of-the-art FET buildings and facilities, as required for quality provision and optimum accommodation of learners and staff
- 2 new adult education centres developed
- Capital funding secured for development of new apprenticeship facilities
- Successful re-engagement with QQI and development of Quality Improvement Plan
- Establishment of new FET governance structures



Dr Linda Pinkster
Director of Further
Education and Training

6.3. ORGANISATION SUPPORT & DEVELOPMENT

i. Corporate and Governance Compliance

The primary legislation governing education and training boards is the Education and Training Boards Act 2013. Department of Education and Skills Circular Letter 0018/2015. “The **Code of Practice for the Governance of Education and Training Boards**”, whilst setting out guidelines in certain situations, should be primarily considered as a set of standards for members and staff of the Board. Members and staff are expected to ensure that their activities in relation to CMETB are governed at all times by these standards, in letter and in spirit.

- **Audit of Compliance with Code of Practice for Governance of ETBs**

In March 2018, CMETB carried out a review of the audit of compliance with the Code using an audit tool developed by Irish Public Bodies Insurance (IPB). The review of the audit demonstrated that we had an acceptable level of compliance. A new Code of Practice for Governance of ETBs was issued by the Department of Education and Skills in January 2019 and we will focus in 2019 on enhancing the level of compliance in order to demonstrate continual improvement while building a body of assurance for CMETB.

- **Risk Management**

Cavan Monaghan Education and Training Board undertook a number of activities in 2018 to support the management of enterprise risk and to demonstrate good governance. The underpinning evidence base for this work was legislation relevant to CMETB and the Code of Practice for the Governance of Education and Training Boards (Department of Education and Skills, Circular Letter 0018/2015). The following outputs were completed during the year:

1. Quarterly review and updating of the Corporate Risk Register
2. Quarterly review and updating of the Further Education and Training Risk Register
3. Quarterly review and updating of the Schools Risk Register

The focus was on identifying the key risks that could prevent the delivery of the CMETB Statement of Strategy. These key risks were presented to the Audit Committee and work was ongoing on managing the risks identified, reducing risk and identifying new risk areas.

- **Development of Safety Management System**

Cavan and Monaghan ETB has been instrumental in the establishment of an ETB Safety Management System Project Steering Group with the support of IPB Insurance. The objective of the project steering group is to develop a standardised safety management system for all sixteen ETBs. Our Chief Executive is the Project Manager and our Compliance Officer participates in the project steering group while developing and delivering policies and

procedures to support the management of employee safety, health and welfare risks. The consultation phase of the project continued during 2018, with ETBI facilitating meeting with sectoral unions, representatives of the project steering group and IPB staff. The project outputs will add value across CMETB while also supporting us to reduce the incidence of employee incidents and claims which ultimately affect people, CMETB and insurance premiums.

The new Guidelines on Managing Safety, Health and Welfare in Post-Primary Schools were launched by the Health and Safety Authority and the Department of Education and Skills in Autumn 2018 with a series of regional workshops for Principals.

Work commenced on a pilot project which involves two ETBs, working with a specialist health and safety contractor (Quadra), on development of bespoke Safety Statement template for schools. This work is guided by a combination of the HSA guidelines and the work completed by the Safety Management System Project Steering Group.

- **Freedom of Information**

Cavan and Monaghan Education and Training Board published its Freedom of Information Publication Scheme, in compliance with the Section 8 of the Freedom of Information Act 2014.

The Publication Scheme may be accessed on www.cmetb.ie and a hard copy is available on request from Head Office.

The Publication Scheme lists information on CMETB services, having regard to the principles of openness, transparency and accountability as set out in Sections 8(5) and 11(3) of the Act. The scheme will be updated and added to on a regular basis. In January 2018 CMETB began publishing the minutes of ETB meetings.

During the course of 2018, CMETB received twenty-five (25) requests for information under the FOI Act. Of these, eighteen requests were for non-personal information made by journalists, interest group members and members of the public. The type of non-personal information requested was: details of payment of expenses to ETB members; details of leases; teacher allocation; internal audit reports; child protection and recruitment practices; tenders; and information regarding religious education in CMETB schools. A summary of the requests received (Disclosure Log) is published on the CMETB website as part of the FOI Publication Scheme.

- **Data Protection**

Throughout 2018 preparations continued for the introduction of the EU General Data Protection Regulation (GDPR), which was due to commence on 25 May 2018. A project group, comprising representative from all 16 ETBs, developed policies and procedures that comply with GDPR. Work commenced on mapping CMETB data processing activities and developing data processing and data sharing agreements with third parties. The role of Data Protection Officer was designated to the Head of Compliance, a dedicated email address was

established, and this was registered with the Data Protection Commission. The DPO visited each school and attended staff meetings in order to brief staff on their responsibilities under GDPR. ETBI developed a GDPR eLearning online training programme for staff and this was completed by almost 500 CMETB staff during the period September to December 2018. The administration centres focussed on data minimisation and a highly successful 'De-clutter Day' was held in July 2018.

In the period 25 May to 31 December 2018 three data breaches were reported to the Data Protection Commission. These breaches were deemed low risk for the data subjects, two involved clerical error and the third involved theft of documentation. These breaches were managed within the GDPR legislation and corrective action was implemented.

- **Training and ongoing support for the Education and Training Board and Boards of Management**

During 2018 CMETB administrative staff continued to provide support and training for the ETB and its sub-committees, including Boards of Management. In September 2018 the Board received a briefing on GDPR, the implications for CMETB and an update on the implementation of policies, procedures and staff training. In November 2018 training was provided to Board members in their role in supporting their school in the implementation of the new Child Protection Procedures and Inspections by DES. All sessions were well attended by staff and board members. The Corporate Services Department continues to support the Board and sub-committees by providing administrative support for meetings and supports Boards of Management by providing guidance on agenda preparation, minute taking and recording of minutes.

ii. Staffing

CMETB is a significant employer within the region employing approximately 600 full time staff and 600-part time staff. During 2018, the reassignment of staff on both a temporary and permanent basis to areas of critical need ensured the continued delivery of key services. CMETB endeavours to recruit and retain the best staff available. The necessary skill sets are identified in order to deliver organisational excellence and to enhance capacity to adequately meet new and evolving challenges, training has been provided in areas including HR, Finance, IT, Procurement, Capital Management and Governance. CMETB is continually striving to make the best use of technology to ensure a better quality of service within the resources available.

iii. ICT

CMETB uses a combination of on-premise file servers and Microsoft Office 365 for email and other web-based applications. The long-term plan for CMETB is to move away from

on premise services and move towards a hosted web-based service where all products would be available on the web.

CMETB have introduced a staff intranet to all staff across the scheme. This intranet is running on Microsoft SharePoint which is part of the Microsoft Office 365 product suite. The application allows staff to collaborate and share information very easily and access documents including staff policies and procedures which are stored centrally and can be accessed securely from anywhere on multiple devices including desktop, laptop and smart phones.

CMETB use Microsoft Teams which is a collaboration tool which enables staff to staff and staff to student collaboration. This is a very powerful communication tool and is currently been used across the CMETB Scheme.

Cavan Monaghan Education and Training Board (CMETB) is one of the leaders in terms of ICT within the ETB sector nationally. CMETB IT currently supports 1,200 staff and 12,000 students on a daily basis across all our schools and education centres in the Cavan and Monaghan region. CMETB IT also provides support to the various applications and systems that users require to carry out their work.

The use of ICT within CMETB schools continues to increase at a very high rate particularly since the launch of our digital leader's programme. This staff initiative was launched in 2017 and CMETB have identified a group of staff coordinated by CMETB who are working to enhance the staff student interface for the 2018/2019 academic year. These staff members are receiving advanced, customized training on how best to utilize Office 365 in the progression of teaching and learning in their own classrooms and across their school as a whole. These staff members are engaging with other staff within their own schools and centres and are passing on the knowledge they gain to their colleagues within their own subject departments and more generally throughout the school.

The Minister for Education and Skills, Joe McHugh T.D., announced a further investment of €50 Million in ICT infrastructure for primary and post-primary schools. This investment is the third instalment of the implementation of the government's €210 Million Digital Strategy for Schools. As part of this programme all CMETB schools have completed a comprehensive eLearning Plan and CMETB ICT have been working very closely with the school's Management in a support role to ensure their plans are fit for purpose from a technology perspective. One of the main priorities of the school plans was to improve the network infrastructure within the school and in particular school Wi-Fi. Over the past year CMETB are continuing to upgrade all school Wi-Fi and there are currently over 550 managed Wireless Access Points across all their centres. Other investment was made in mobile teacher devices which ensures that CMETB staff are well equipped to embrace new technologies within education.

During 2017, CMETB IT rolled out Windows 10 to almost 3000 devices across the entire organisation. During 2018 to ensure security and stability on the Client estate, CMETB have continually progressed upgrading windows 10 to the latest releases.

The ETB Internal Audit Unit engaged the expertise of KOIS Corporation Limited to conduct a full ICT audit of the sector. This audit was completed in 2017 and the audit report has been actioned. CMETB are proactively addressing the recommendations of the findings of the audit report.

Security continues to be a primary concern for CMETB particularly with our Office 365 cloud services. A key aspect of cloud security is identity and access when it comes to managing our cloud resources. In a mobile-first, cloud-first world, CMETB users can access resources using a variety of devices and apps from anywhere. As a result of this, just focusing on who can access a resource is not sufficient anymore. In order to master the balance between security and productivity, CMETB have introduced a higher level of security called conditional access which will require Staff to enter additional login information when accessing CMETB cloud services from outside the corporate network. This new security feature has been fully tested and has been fully rolled out to all staff.

CMETB have implemented Microsoft Intune mobile device management. Intune is an enterprise mobility management (EMM) application which will enable CMETB to protect its corporate data on all mobile devices including laptops, tablets and mobile phones. As part of the Intune suite CMETB have leveraged Mobile Application Management (MAM) policies and rolled out to all CMETB staff and student cohort. Intune MAM policies protects CMETB Office 365 corporate data at the application level on mobile devices. CMETB are continually enrolling corporate mobile devices utilising Intune and enforcing security and management of these devices.

iv. Finance

During 2018 Way2Pay was introduced and rolled out in all schools in CMETB. Way2Pay is an online system which allows schools to request and receive payments from parents and for parents to make these payments online. The system provides an instant receipting system which allows for a complete reconciliation and audit of school income. It also minimises the risk for students bringing money to schools and for schools holding amounts of cash on the premises. CMETB will roll this service out in other services as and where appropriate.

v. Land and Buildings

Wednesday, 09 May 2018 was a red-letter day for the people of Kingscourt and surrounding areas when Minister Heather Humphreys cut the tape to officially open the new CMETB €15 million state of the art second-level school, Coláiste Dún an Rí. In the presence of over four hundred invited guests, the Minister paid tribute to those who had worked tirelessly for many years to provide such a wonderful educational campus in the town. In her address, the Minister praised the architects, design team, local Councillors, CMETB and Oireachtas

members as well as the general public for their unwavering commitment to bringing the project to a successful completion.



Minister Humphreys performs the official opening of Coláiste Dún an Rí 09 May 2018

The school building extension at Breifne College was completed in September 2018 and officially opened by Minister Humphreys on Wednesday, 12 September 2018. This development includes:

- 10 classrooms
- Design and communications graphics room
- 2 modern foreign languages rooms
- 2 science labs and rooms featuring art/craft, a home economics, technology,
- 60-seater lecture room
- PE sports hall
- Special Needs Unit
- Group room, a music and drama area, religion room with meditation area and chaplain's office, together with offices and storage areas
- Staff room and admin facilities



Minister Heather Humphreys officially opens the new extension at Breifne College 12 September 2018

Work on a significant refurbishment and extension at St. Mogue's College, Bawnboy was also completed in 2018. These works delivered:

- Two additional classrooms
- New toilet facilities
- Major enhancement of foyer and corridors

In addition, the Land and Buildings Section made and progressed a number of Emergency Works Applications, Sports Capital Grant Applications and Additional Accommodation Applications. All successful applications are progressed through the various stages as soon sanction is given. Staff attended various training throughout the year to ensure the highest-level knowledge to deliver the requirements of its stakeholders.

vi. Organisational Capacity

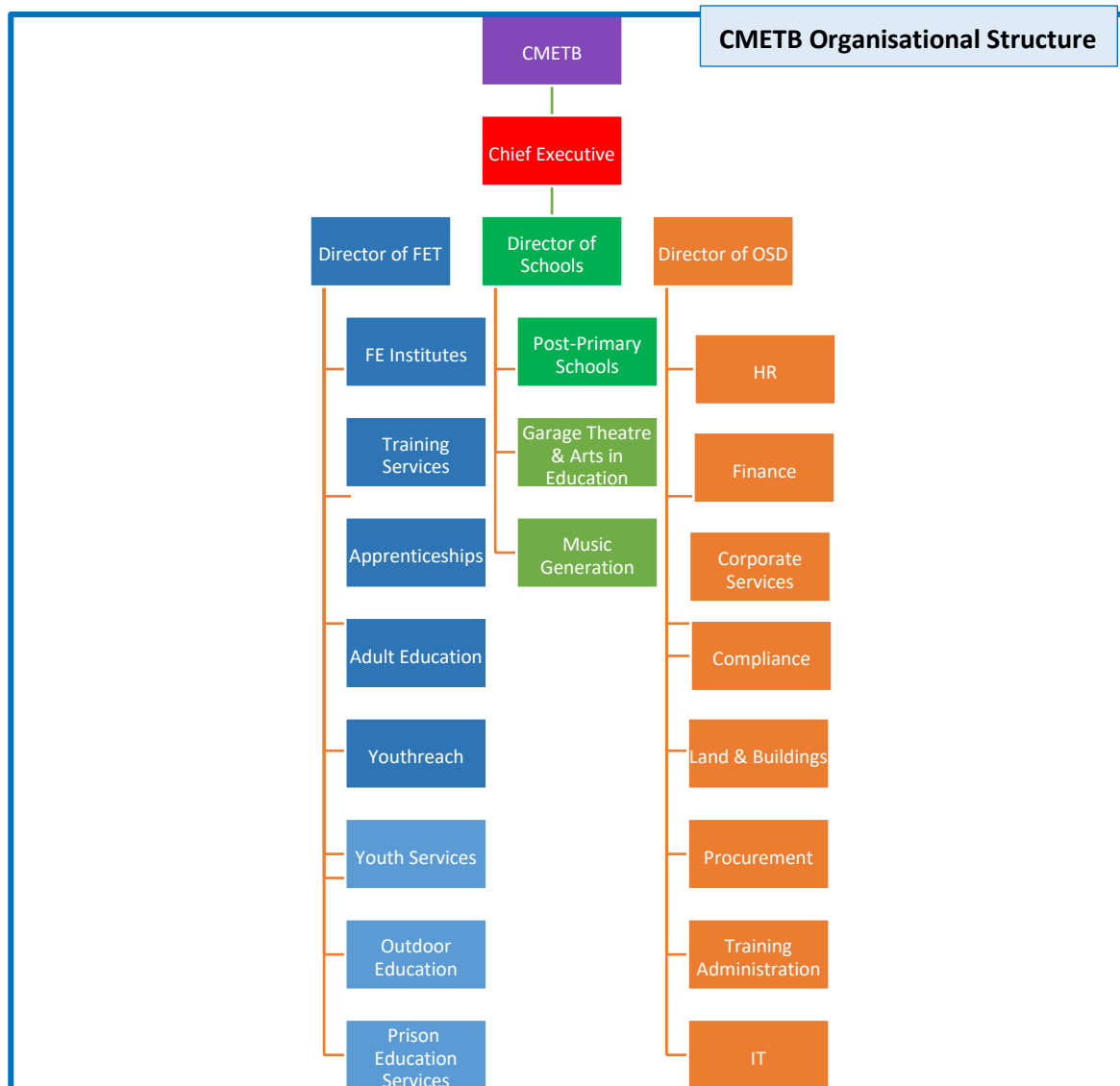
The Administration Centres/Offices are central to CMETB operations. CMETB Head Office is located in Monaghan Town and we have a Sub-Office in Cavan Town. These centres act as the hub for all CMETB centres and services. The Administrative functions are delivered through a pillar structure, comprising Human Resources, Finance, Land and Buildings, Corporate Services, Compliance, Procurement, IT and Training Administration.

The OSD team's goals are to enhance the processes and procedures that underpin good corporate governance in CMETB and to ensure that Human, Financial and Infrastructure

resources, appropriate to the delivery of front-line services are deployed efficiently and effectively across CMETB.

Planning and preliminary work in anticipation of the transfer of CMETB's payroll function to Education Shared Business Services, commenced during 2018.

The services of CMETB are now delivered through a well-functioning, streamlined structure as outlined below::



The Chief Executive is responsible for executive management of CMETB and has overall responsibility for the performance of schools, programmes and training centres. The Directors, Principals, Co-Ordinator's and Managers of these centres are responsible for their day-to-day management.

Report of the delivery of Strategic Goals in 2018

Strategic Goal 1. Effective delivery of service

Actions	Update 2018
1. To improve and develop education facilities across CMETB	Completion of existing projects. • Coláiste Dún an Rí new build. • Breifne College major extension. • St. Mogue's College refurbishments Planning and application for approval for various refurbishment projects commenced. Facilities for Commis Chef and Electrical Apprenticeships developed. Consultation on West Cavan School Project commenced.
2. Develop an Operations Manual for all areas of work in order to effectively manage and optimise staff resources within the ETB	Develop a succession planning strategy including operational manuals to ensure continuity of Service • Large percentage of manuals prepared • To be made available online e.g. SharePoint • Updated as required on a regular basis
3. Develop an Organisational Training Plan for all staff which identifies specific priority areas.	Consultation with all sections to identify training needs. Skills survey has been completed for Microsoft Office suite. Briefing Staff on new developments, compliance and updates on ongoing events e.g. Strategy, GDPR, IT Security. Training for staff in GDPR, procurement, superannuation, property register, education law completed and ongoing. Ongoing CPD e.g. time management, motivation and wellbeing. General IT CPD on various Microsoft O365 applications has been completed. Infrastructure developed to facilitate use of one drive/ SharePoint by Admin.
4. An organisational chart with associated roles and responsibilities	Organisation chart regularly updated and circulated to all Schools/Institutes and Centres
5. Cross Training Plan	Plan to be developed taking account of individual and organisations current and future needs. Seek feedback from staff Once manuals are complete, identify training required through a detailed skill-needs analysis for the various sections.

6. Good Corporate Governance to ensure accountability.	Risk Management: • Risk register prepared and reviewed quarterly. • Workshops with IPB Reps and ETB Management. Schools, FET and Admin Management have attended IPB workshops. • Teachers of Specialist subjects e.g. Woodwork and Metalwork attended IPB workshops. • Audit of Practical rooms in schools. • Risk Management is on agenda of all Senior Management Meetings • Report and review quarterly, bi-annually and annually depending on risk rating. • Updated Risk Register presented at each Audit meeting. All deadlines for statutory reporting and reporting to funding agencies completed. Procurement Policy reviewed and completed in line with national template.
7. Developing use of ICT in schools	Continued use of ICT within CMETB Schools and progressing the eLearning Plan to ensure uniformity of equipment type and quality Continuous investment in new devices and upgrading of devices to Window 10 Investment in IT Hardware and infrastructure in all schools, funded by Digital Strategy for Schools Grant from DES Upgrading of all school Wi-Fi, currently over 550 managed Wireless Access Points across all CMETB centres. Investment in mobile teacher devices

Strategic Goal 2. Develop CMETB's communication

Actions	Update 2018
1. Effective internal communication and information system.	Review internal structure for communication to ensure optimum use of current IT capacity to facilitate exchange of information. More regular management meetings - Director weekly meetings, Section Head meetings every 6/8 weeks. Heads of Sections report to Staff on salient issues. Infrastructure developed to facilitate use of Microsoft Office 365 Teams/OneDrive/ SharePoint by Admin.

2. Effective communication strategy which will profile CMETB's services within the catchment area.	Draft Communications Strategy developed, to be amended and consolidated.
	Audit of CMETB social media outlets. Twitter and LinkedIn training for key staff complete.
3. Ensure that the public have access to real time data.	Website is kept up to date 2018. Onus on each service/section to ensure their data is up to date by sending updates to IT via the Helpdesk. FOI Publication Scheme regularly updated. ETB Minutes added from Jan

Strategic Goal 3. CMETB will extend its organisational capacity to be flexible and proactive in responding to local and national needs.

Actions	Update 2018
1. Engage with national strategies.	Relevant staff attend and active in national– ETBI FORA meetings
2. Develop internal capacity to deliver services to agencies and other educational bodies	Providing services to organisations outside of the general ETB remit such as primary schools and secondary schools, IT to non-ETB second level schools. • Regular update from IT Department re provision of IT Services in Non- ETB schools. All non-ETB schools visited, and new contract negotiated. • Land and Buildings Section providing an advisory service to primary schools managing extensions • GDPR briefing sessions provided to external educational institutions
	Work completed on a diversity/reconfiguration feasibility process. DES to publish in 2019 with a view to the possibility of the ETB becoming the patron body of Community National Schools.

Strategic Goal 4. Maximising organisational efficiencies

Actions	Update 2018
1. Optimum use of ICT infrastructure.	IT Specific Training on Security, compliance, SharePoint, OneDrive
	Utilising Microsoft Office 365 to ensure compliance in relation to personal security, including regular password change and leveraging two factor authentications when accessing CMETB cloud service from outside the corporate network
2. Examine all operations to reduce manual input.	Consulted with Section Heads to identify Key labour-intensive activities/operations. A draft plan to be prepared in 2019, in consultation with IT.
3. Conduct a review of systems/packages in current use.	Register of all software licences completed. Commenced review of all packages and their respective functionality, including schools.

Berni Power

Director of Organisation Support and Development



SECTION 3

7. Corporate Governance and Finance

7.1 CORPORATE GOVERNANCE

Cavan and Monaghan Education and Training Board complies with the Code of Practice for Governance of Education and Training Boards, Department of Education and Skills Circular 0018/2015. The purpose of the code is to ensure that the principles of good governance and management are applied by CMETB.

Cavan and Monaghan Education and Training Board

Cavan and Monaghan Education and Training Board has 21 members and has a formal schedule of functions reserved to itself. The reserved functions are supported by legislation and include policy, planning, monitoring and the adoption of the annual accounts/report. The ETB is supported by an Executive which is responsible for implementation of plans, day to day management and functions not reserved for the ETB. An organisational structure with clearly defined authority levels and reporting structures is in place.

ETB members and designated staff are required to provide annual Disclosures of Interests in respect of issues that could materially influence the performance of functions. In addition, the CMETB has adopted a Code of Conduct and this has been provided to all members and staff.

The ETB meets every two months, with a register of attendance being maintained. Members receive agenda and papers in advance of meetings. Any further information applicable to the role of the ETB is readily available. Minutes are maintained and adopted in support of ETB meetings.

A training manual is provided to members outlining their functions and responsibilities. Members have direct access to the Chief Executive. Procedures are also in place for members, in furtherance of their duties, to take professional advice.

Sub Committees

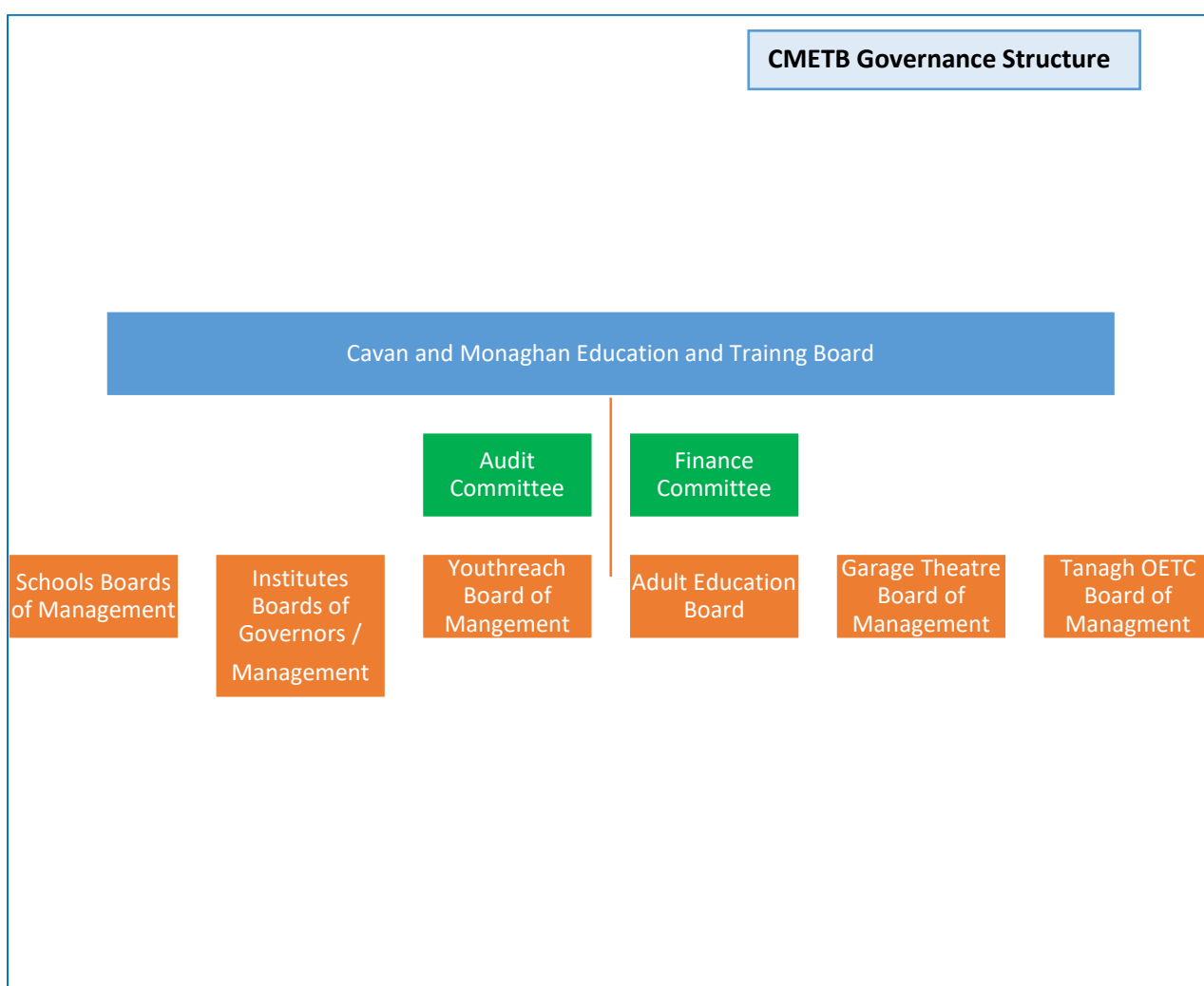
CMETB has established Sub-Committees, comprising ETB members, and other relevant stakeholders. The ETB nominates the chairperson of these Sub-Committees and detailed terms of reference are provided.

The **Audit Committee** is responsible for monitoring the executive in the carrying out of its functions and provides assurances to the ETB as to the adequacy and effectiveness of the internal control processes. The Audit Committee receives reports from management and the

external and internal audit. The ETB receives minutes of meetings from the Audit Committee and has regard to its report in adopting a statement of internal control and approving the annual accounts.

The **Finance Committee** has responsibility for reviewing the income/expenditure of CMETB, major contracts and the financial aspects of the Education and Service Plans. Minutes of the Finance committee are received by the ETB for consideration and to assist in providing assurance that the Education and Service Plans are being achieved.

Other committees established by the ETB are the **School Boards of Management, Youthreach Board of Management, the Youth Work Committee, the Adult Education Board, Tanagh OETC Board** and the **Board of the Garage Theatre**.



7.2 HEAD OFFICE/ADMINISTRATION CENTRE

The Administration function is central to CMETB operations. The Head Office is located in Market Street, Monaghan and the Sub-Office is in Church View Square, Cavan. The Administrative functions are delivered through a five-pillar structure, comprising Human Resources, Finance, IT, Capital Management and Corporate Services. A Head of Section who reports to the Director of OSD oversees each pillar.



The Chief Executive (CE) is responsible for the executive management of CMETB and has overall responsibility for the performance of schools and centres. The Principals, Directors, Managers and Co-ordinators of these schools and centres are responsible for their day-to-day management.

8. Chairperson's Statement

Cavan and Monaghan ETB Chairperson's Statement under Paragraph 19.1 of the Code of Practice for the Governance of Education and Training Boards

19.1 (i) Financially Significant Developments January - December 2018:

- **Building Projects**

- Coláiste Dún an Rí snagging and completion
- Breifne College new €9m extension was completed and the school moved into this new accommodation in September 2018
- St. Mogue's Refurbishment and Upgrade Works
- Castleblayney College Final Account
- Beech Hill College Universal Access (internal) Project

- **Loose Furniture & Equipment**

- Breifne College Extension progressed
- Castleblayney College Extension progressed
- Coláiste Dún an Rí New School progressed

- **Youth Projects**

- €175,578 administered for Bounce Back South East for service delivery
- €130,094 Bounce Back West Cavan for service delivery
- €36,832 for ISPCC Monaghan Project
- €125,139 Include Youth Service for Clones and Ballybay
- €45,372 for Local Youth Grant Schemes
- €33,524 for Youth Capital Funding

19.1 (ii) Appropriate Procedures

All appropriate procedures for financial reporting, internal audit, travel, procurement and assets disposals are being carried out;

19.1 (iii) Systems of Internal Control

A statement on the system of internal control in the format set out in Appendix XI of the code is attached;

19.1 (iv) Code of Conduct

The Codes of Conduct for Staff and Members of the Board have been put in place and adhered to, to the best knowledge of the Board;

19.1 (v) Policy on Pay

The Government's policy on pay is being complied with;

19.1 (vi) Significant Post Balance Sheet Events

There are no significant post balance sheet events;

19.1 (vii) Capital

Written approval was received before capital expenditure was incurred. The Guidelines for the Appraisal and Management of Capital expenditure proposals and the Capital Works Management Framework are being adhered to.

19.1 (viii) Disposal of Land/Property

The Board did not dispose of any land/property;

19.1 (ix) Disposal of Assets or grant of access to property or infrastructure for commercial arrangements with third parties.

The Board did not dispose of any assets or grant access to property or infrastructure for commercial arrangements with third parties;

19.1 (x) Leases

Written approval from the Department of Education and Skills is received before any new leases are entered into;

19.1 (xi) Obligations under Tax Law

CMETB complied with its obligations under tax law;

19.1 (xii) Corporate Procurement Plan

Access to data / reporting and standardised coding is a pre-requisite in order to produce a Corporate Procurement Plan. At National Level, an ETB working group in conjunction with PSRU in ETBI and the Education Procurement Service have in Q4 of 2018 and Q1 of 2019 devised a standardised plan template and sectoral financial coding in order to assist individual ETBs complete the Corporate Procurement Plan which will set out the Board's future procurement requirements. The Corporate Procurement Plan workshops are planned for Q2 of 2019 and CMETB will commit to attend these and undertake the necessary analysis of expenditure on procurement and the procurement and purchasing structures. The Corporate Procurement plan will facilitate CMETB planning for future procurement requirements through the 3-year Multi-Annual Procurement Plan (MAPP).

19.1 (xii) Travel Policy

The Government travel policy requirements are being complied with in all respects.

19.1 (xiii) Code of Practice for the Governance of Education and Training Boards

The Board has adopted the Code of Practice (Circular Letter 0018/2015) and is complying therewith for the purposes of the Financial Statements 2018 as advised by the Department of Education and Skills.

This Statement was adopted by Cavan and Monaghan Education and Training Board at its meeting held on 26 March 2019.

Signed: 
Chairperson

Date: 26-03-2019

8.1.Details of Chief Executive's Salary

In accordance with pay scales approved by the Department of Education and Skills the Chief Executive was paid in the year ended 31st December 2018 as follows:

The CE remuneration package for the year was:

Basic Salary	111,010
Other	--
	111,010

The CE did not undertake any foreign travel for ETB business purposes during the period.

The Chief Executive is a member of an unfunded defined benefit public sector scheme and the pension entitlements do not extend beyond the standard entitlements available under the scheme.

8.2.Details of Members Expenses

Expenses are paid to Board members for travel to Board-related meetings.

The aggregate expenses paid to each member in the year ended 31 December 2018 were:

BOARD MEMBER	STATUTORY MEETINGS	INTERVIEW BOARDS	CONFERENCES/ SEMINARS	OTHER	TOTAL	No of meetings attended
Aidan Campbell	€126.30			€43.89	€204.68	8/9
Carmel Brady	€315.77	€207.81		€149.60	€673.18	8/9
Cathy Bennett	€202.56			€88.68	€291.24	7/9
Clifford Kelly	€592.18	€469.20	€469.20	€1,033.57	€2,592.28	8/9
Colm Carthy	€739.73	€90.46	€343.83	€152.11	€1,326.13	8/9
Deirdre Kelly	€18.36				€18.36	1/9
Jacqui Lewis	€116.46			€120.93	€237.39	4/9
Joe McGrath	€1,215.45	€153.75	€1,856.85	€954.47	€4,180.52	8/9
June Donnery	€179.78	€172.99		€76.53	€429.30	8/9
Madeleine Argue	€497.37	€39.42			€536.79	9/9
Micheal Martin	€197.71	€17.39		€1,101.71	€1,316.81	7/9
Michelle Flynn	€526.91	€195.28		€69.40	€791.59	8/9
Paddy McDonald	€286.56		€387.27		€673.83	7/9
Paddy O'Reilly	€395.04				€395.04	7/9
PJ O'Hanlon	€191.71				€191.71	8/9
Sarah O'Reilly	€242.77	€82.42	€398.81		€724.00	7/9
Seamus Coyle	€347.85	€287.69	€282.39	€226.22	€1,144.15	7/9
Sean Fegan	€834.86	€1,011.32		€321.32	€2,167.50	8/9
Sean McKiernan	€559.04	€720.81	€1,042.42	€258.22	€2,580.49	8/9
Shane P. O'Reilly	€52.53				€52.53	2/9
Total	€7,638.94	€3,448.54	€4,780.77	€4,596.65	€20,527.52	

8.3.Statement of System of Internal Control

Cavan and Monaghan Education and Training Board

Statement of Board Responsibilities

Cavan and Monaghan Education and Training Board was established on 1 July 2013 under the provisions of the Education and Training Boards Act 2013.

Section 51 of that Act requires the ETB to keep in such form and in respect of such accounting periods as may be approved by the Minister for Education and Skills with the consent of the Minister for Finance and the Minister for Public Expenditure and Reform, all proper and usual accounts of the monies received or expended by it.

In preparing those accounts, the Board is required to:

- (a) apply the standard accounting policies for the preparation of ETB financial statements
- (b) make judgements and estimates that are reasonable and prudent
- (c) disclose and explain any material departures from the standard accounting policies.

The Board is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the Board and which enable it to ensure that the Financial Statements comply with section 51 of the Education and Training Boards Act 2013.

The Board is also responsible for safeguarding its assets and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Chairperson: *Seamus Doyle*

Signature: *Seamus Doyle*

Date : *08-05-2019*

Statement on Internal Control

Responsibility for the System of Internal Control

As provided for under the Education and Training Boards Act 2013, Cavan and Monaghan ETB is responsible for reviewing and ensuring the effectiveness of the ETB's system of internal control. Cavan and Monaghan ETB formally adopted the Code of Practice for the Governance of Education and Training Boards on 23 March 2015. The Audit and Finance Committees were established in March 2015.

As Chairperson of Cavan and Monaghan ETB, I acknowledge the responsibility of the Board for ensuring that an efficient and effective system of internal control is maintained and operated. The purpose of such a system is to ensure that assets are safeguarded, transactions are authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely period.

Key Control Procedures

The Board has taken steps to ensure an appropriate control environment by:

- Clearly defining management and staff responsibilities.
- Establishing procedures for reporting significant control failures and ensuring appropriate corrective action.
- Establishing procedures for identifying and evaluating all risks which could prevent the ETB from achieving its objectives.

The system of internal control operated in Cavan and Monaghan ETB is based on:

- Detailed administrative procedures
- Segregation of duties
- Specific authorisations
- Internal check
- Monthly management review of reports outlining the actual and budgeted results of programmes operated by the ETB.

The Board's monitoring and review of the effectiveness of the system of internal control is informed by the:

- Work of the Audit Committee, which considers internal audit reports and reports of the Comptroller and Auditor General (C & AG), and reports to the Board whether the Chief Executive is, in the internal auditor's opinion, operating adequate and appropriate systems of internal control.
- Chief Executive, who has responsibility for the financial control framework.
- Recommendations made by the C&AG in management letters or other reports.

An Internal Audit function is provided by the Internal Audit Unit – Education and Training Boards (IAU-ETB). The most recent internal audit review was conducted in 2017 covered IT and benchmarked ETBs against an ISO Standard. The IT Systems and Network Management controls covered by this audit are as follows:

- Business Continuity/ Disaster Recovery Planning
- Network Design
- Outsourced IT Services Disaster Recovery Arrangements
- IT System Backup and Restore
- Network Gateway Security Controls

Based on the Audit Report, CMETB does not have an adequate system of internal control pertaining to both IT Systems and Network Management Controls.

CMETB is progressing a number of recommendations at local and national level with additional resources.

At national level these include the CE chairing the ETBI ICT Steering Group and DOSD chairing the ETBI ICT Forum. These groups are progressing the developments of Business Continuity plans, Disaster Recovery plans, enhancement of SLAs and nationwide training programmes for ICT staff.

Annual Review of Controls

Cavan and Monaghan ETB is committed to operating an efficient, effective and economic internal control system. I confirm that in the year ended 31 December 2018 the Audit Committee conducted a review of the effectiveness of the system of internal control on the 15 March 2019. This included a detailed review of all internal audit reports for CMETB since its inception in addition to an examination of Minutes Books of the Board, Audit Committee and Finance Committee. The Audit Committee also received confirmation from the Chief Executive that the system of internal control is adequate and appropriate insofar as is reasonably practicable. This confirmation is based on assurance provided by senior managers.

CMETB considers that the level of internal audit resource available was inadequate in 2018. However, it is expected that this will be rectified in 2019.

CMETB is fully committed to complying with EU and national procurement regulations and guidelines. Notwithstanding this, CMETB is not currently in a position to meet all of its responsibilities in respect of procurement regulations. There are instances where goods and services have been procured locally in line with the CMETB procurement policy but the cumulative value across all sites exceeds the national tendering threshold.

In 2018, the area of non-compliance was:

- Purchases for which no national tender was undertaken amounted to circa €247,000. These specific areas were bus hire, metal supplies, canteen supplies, maintenance agreements, waste disposal and outdoor educational equipment.

The status of tenders for three of the above is as follows:

Purchase Item	Date Tender published	Date for return of completed tenders	Award Date
Bus Hire	Sectoral Tender – this is a priority area for CMETB and it is hoped that we will be included in the first tranche for 2019		
Metal Supplies	31.01.2019	21.02.2019	06.03.2019
Canteen Supplies	19.12.2018	28.01.2019	25.02.2019

- CMETB has dealt with the procurement of bus hire, metal supplies and canteen supplies. CMETB is prioritising maintenance agreements, waste disposal and outdoor educational equipment for procurement and expects to conclude tenders for same in 2019. Given the nature of the organisation and the extent of spending under various categories and headings, full compliance has and will remain a challenge. CMETB will continue to monitor all areas of expenditure and tender for goods and services as required.

Chairperson:

SEANUS EAYLE

Signature:

Seamus Eayle

Date:

08-05-2019

9. Financial Report – Audited accounts for 2018

Financial Statements - Year Ended 31 December 2018

Activities and Pay Costs

1 Main Activity

Cavan and Monaghan Education and Training Board provides Education and Training throughout counties Cavan and Monaghan as set out below :

Service	Number of Locations	Number of Participants*	Number of Beneficiaries ***
Second Level & Post Leaving Cert.	13	5568**	-
Further Education	34	-	7,276
Training	22	-	975
Part-time / Night Classes	1	-	855

* Based on Academic Year 2018/2019 Enrolment

** A person who attends a structured programme either full or part time provided by Cavan and Monaghan ETB

*** A person who avails of a service provided by Cavan and Monaghan ETB

2 Other Services

The Board also acts as an Agent and runs Self - financing Projects.

Agency work involves running a programme on behalf of another organisation or students, according to agreed criteria and the Board is reimbursed its cost.

Self - financing Projects are programmes run under the complete control of the Board either for the Board or other organisations.

3 Pay Costs

Pay is the principal cost for the Board and the following table indicates the pay ranges and the number of employees in each range :

Pay range*	No. Employees	Cost in 2018 €
0 - 59,999	934	20,991,835
60,000 - 69,999	166	10,799,620
70,000 - 79,999	100	7,460,703
80,000 - 89,999	29	2,412,151
90,000 - 99,999	14	1,336,708
100,000 - 109,999	7	718,854
110,000 - 119,999	4	454,201
120,000 - 129,999	1	121,458
130,000 - 139,999	2	263,780
140,000 - 149,999	-	-
150,000 - 159,999	1	150,218
Total:	1258	44,709,528

* Pay ranges include employers' PRSI.

The ETB does not make pension contributions in respect of employees

In compliance with the Financial Emergency Measures in the Public Interest Legislation the ETB made Pension Related Deductions from employees amounting to €1,739,155.17 which were remitted to the Department of Education and Skills and Tulsa.

Financial Statements - Year Ended 31 December 2018

Establishment of the Education and Training Board and the Accounting Policies

1 Establishment of the Education and Training Board

Cavan and Monaghan Education and Training Board was established on 1 July 2013 and its functions are set out in section 10 of the Education and Training Boards Act 2013.

2 Significant Accounting Policies

(a) Basis of Presentation

The financial statements are presented in the form approved by the Minister for Education and Skills with the consent of the Minister for Finance and the Minister for Public Expenditure and Reform. They consist of a Statement of Accounting Policies, an Operating Statement, a Statement of Current Assets and Current Liabilities and notes to the financial statements.

Where necessary, the comparative figures for the previous year have been restated on the same bases as those for the current year.

(b) Basis of Preparation

The Operating Statement presents Receipts and Payments by Programme Grouping and the resultant Cash Surplus / (Deficit) is adjusted for other debtor and creditor movements to determine the overall result for the period on an accrual basis.

The Statement of Current Assets and Current Liabilities is prepared on the accruals basis by determining state grant and other funder balances at amounts that reflect the related expenditure incurred in accordance with the funding rules.

Third Party Debtors are included in Current Assets. Pay and Expense Liabilities are included in Current Liabilities.

(c) Tangible Fixed Assets

All assets purchased including land and buildings, fixtures and fittings and training equipment are expensed in the year of purchase. State grants to fund the purchase of tangible fixed assets are recognised in the same year.

(d) Stocks

All consumable stocks are expensed as purchased.

(e) Superannuation

The pension entitlements of ETB staff, including those who transferred from SOLAS, are conferred under defined benefit schemes.

Superannuation deductions made from employees' pay in respect of the schemes are retained by the ETB as part of agreed Exchequer funding, or paid over to the Department of Public Expenditure and Reform. Superannuation is paid under the Single Public Service Pension Scheme.

The ETB does not make any contributions towards the schemes.

These unfunded schemes are operated on a pay as you go basis with the annual pension entitlements being paid by the National Shared Services Office on behalf of the ETB. ETB s are responsible for the administration of their pensions. Pension funds are provided by the Department of Education and Skills.

Provision has not been made in the financial statements for the present cost of the future benefits that have accrued to staff members and existing pensioners under these schemes.

(f) Lease Rentals

All lease rentals are expensed as incurred.

Operating Statement For The Year Ended 31 December 2018

	Note	Year ended 31/12/2018 €	Year ended 31/12/2017 €
RECEIPTS			
Post Primary Schools & Head Office Grants	1	40,349,596	37,204,757
Further Education and Training Grants	2	16,403,196	16,654,875
Student Support Services Grants	3	-	3,000
Youth Services Grants	4	714,825	1,005,696
Agencies & Self-Financing Projects	5	5,601,361	4,979,690
Capital Grants	6	4,190,662	15,315,371
		<u>67,259,640</u>	<u>75,163,389</u>
PAYMENTS			
Post Primary Schools & Head Office	7	40,307,059	37,574,205
Further Education and Training	8	15,909,480	16,408,425
Student Support Services	9	21,948	12,968
Youth Services	10	838,148	883,043
Agencies & Self-Financing Projects	5	5,822,687	5,263,818
Capital	6	4,278,630	15,695,272
		<u>67,177,953</u>	<u>75,837,731</u>
 Cash surplus/(deficit) for year		 81,687	 (674,342)
 Movement in other net current assets	21	 (120,288)	 627,092
 Accrual revenue surplus/(deficit) for Year		 (38,600)	 (47,250)
Revenue surplus/(deficit) at 1 January		(1,637,580)	(1,590,330)
Revenue surplus/(deficit) at 31 December		<u>(1,676,180)</u>	<u>(1,637,580)</u>

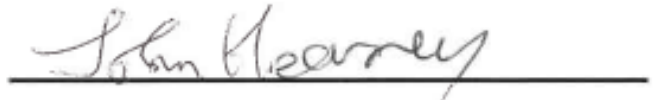
Signed:



Chairperson

Date: 08-05-2019.

Signed:



Chief Executive

Date: 8/5/19

The notes on pages 10 to 26 form part of these Financial Statements.

Statement of Current Assets and Current Liabilities as at 31 December 2018

	Note	31/12/2018 €	31/12/2017 €
Current Assets			
Recurrent State Grants	13	1,490,050	1,286,106
Capital State Grants	14	-	370,274
Other Recurrent Income	15	649,956	219,892
Third Party Debtors	16	877	10,792
Bank Balance		3,762,397	3,680,708
		<u>5,903,280</u>	<u>5,567,772</u>
Current Liabilities			
Recurrent State Grants	17	1,619,700	1,757,073
Capital State Grants	18	794,119	919,402
Other Recurrent Income	19	1,864,418	999,980
Pay & Expense liabilities	20	3,301,223	3,528,897
		<u>7,579,460</u>	<u>7,205,352</u>
Net Current Assets / (Liabilities)		<u><u>(1,676,180)</u></u>	<u><u>(1,637,580)</u></u>
Represented by			
Revenue surplus/(deficit)		<u><u>(1,676,180)</u></u>	<u><u>(1,637,580)</u></u>

Analysis of revenue surplus/(deficit)	Retained Surplus / (Deficit) 31/12/2018 €	Retained Surplus / (Deficit) For 2018 €	Retained Surplus / (Deficit) 31/12/2017 €
Programme			
Schools & Head Office	(1,765,178)	171,400	(1,936,578)
Further Education Programme(s)	(21,002)	-	(21,002)
Self-financing Programmes	110,000	(210,000)	320,000
	<u><u>(1,676,180)</u></u>	<u><u>(38,600)</u></u>	<u><u>(1,637,580)</u></u>

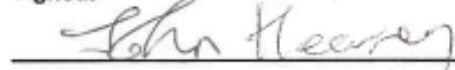
Signed:



Chairperson

Date: 08-05-2019.

Signed:



Chief Executive

Date: 8/5/19

10. Annual Report on Protected Disclosures

Cavan and Monaghan Education and Training Board

Protected Disclosures Act 2014

The Protected Disclosures Act 2014 came into effect on 15 July 2014.

This Act provides a framework within which workers can raise concerns regarding potential wrongdoing that has come to their attention in the workplace in the knowledge that they can avail of significant and other protections if they are penalised by their employer or suffer any detriment for doing so.

Cavan and Monaghan ETB (CMETB) has put in place a policy, which in tandem with the legislation, will encourage workers to report potential wrongdoing in the knowledge that their concerns will be taken seriously and investigated, where appropriate, and that their confidentiality will be respected.

The policy highlights that it is always appropriate to raise concerns when they are based on a reasonable belief, irrespective of whether any wrongdoing is in fact subsequently identified. The policy also provides workers with guidance on how to raise concerns

This policy applies to all CMETB workers including contractors, consultants, agency staff, former employees and interns/trainees.

In accordance with the provisions of the Protected Disclosures Act 2014, CMETB has appointed Fiona Nugent to receive protected disclosures. The designated officer can be contacted by telephone at 047 30888, by email at fionanugent@cmetb.ie or by post at Cavan and Monaghan ETB, Administration Centre, Market Street, Monaghan, H18 W449.

Protected Disclosures Annual Report 2018

Annual report of Cavan and Monaghan Education and Training Board as required by section 22 of the Protected Disclosures Act 2014.

Pursuant to this requirement, CMETB hereby confirms that one (1) report was received under the Protected Disclosure Act during 2018.

An initial assessment was carried out, and the disclosure was deemed not fall under the Protected Disclosures legislation. Subsequently an external review of this assessment was carried out and the disclosure was deemed to be a Protected Disclosure within the meaning of the legislation. External Investigation services were procured using the OGP Framework and the investigation is due to commence on 06 March 2019.

APPENDIX 1

Contact Details

CAVAN SCHOOLS

Name of school	St Mogue's College
Address	Bawnboy Co Cavan
Phone	049 9523112 / 049 9523156
Email	info@stmoguescollege.ie
Principal	Anne Conaghan
Deputy Principal	Cormac Flynn
Name of school	St Bricin's College
Address	Belturbet Co Cavan
Phone	049 9522170
Email	info@stbricinscollege.ie
Principal	Mary Sheridan
Deputy Principal	James Sherry
Name of school	Breifne College
Address	Cullies Road Co Cavan
Phone	049 4331735 / 049 4331790
Email	info@breifnecollege.ie
Principal	John Crotty
Deputy Principal	Tara Mullan
Name of school	Coláiste Dún an Rí
Address	Kingscourt Co Cavan
Phone	042 9698294
Email	info@dunanricollege.ie
Principal	Fergal Boyle
Deputy Principal	Thomas McCormick
Name of school	Virginia College
Address	Virginia Co Cavan
Phone	049 8547050
Email	info@virginiacollege.ie
Principal	Niall Lynch
Deputy Principal	Seamus Greene

MONAGHAN SCHOOLS

Name of school	Ballybay Community College
Address	Ballybay Co Monaghan
Phone	042 974 1093
Email	info@ballybaycc.ie
Principal	Moya Lynch
Deputy Principal	Conal Ó Grianna
Name of school	Beech Hill College
Address	Beech Hill Monaghan Co Monaghan
Phone	047 81200
Email	info@bhc.ie
Principal	Patrick McArdle
Deputy Principal	Siobhán Sheerin
Name of school	Castleblayney College
Address	Dublin Road Castleblayney Co Monaghan
Phone	042 974 0066
Email	info@cblayneycollege.com
Principal	Niall McVeigh
Deputy Principal	Frances King
Name of school	Coláiste Oiriall
Address	Cnoc an Chonnaidh Bóthar Ard Mhacha Muineachán
Phone	047 72344
Email	eolas@oiriall.ie
Principal	Brendán O'Dufaigh
Deputy Principal	Annette Ní Thuathail
Name of school	Inver College
Address	Carrickmacross Co Monaghan
Phone	042 966 1282
Email	info@invercollege.ie
Principal (Acting)	Eileen O'Rourke (Acting)
Deputy Principal	Corona Farrell

Name of school	Largy College (in co-operation with the Diocese of Clogher)
Address	Annalore Road Clones Co Monaghan
Phone	047 51132
Email	info@largy.ie
Principal	Sharon Magennis
Deputy Principal	Michael Killen

FURTHER EDUCATION AND TRAINING

Name	Cavan Institute
Address	Cathedral Road Cavan
Phone	049 433 2633
Email	info@cavaninstitute.ie
Director	Ann Marie Lacey
Deputy Director	Gerry McKenny Karen Fitzpatrick Louise Clarke
Name	Monaghan Institute
Address	Monaghan Education Campus Knockaconny Co Monaghan
Phone	047 84900
Email	info@monaghaninstitute.ie
Director	Dr Fiona McGrath
Deputy Director	Rynagh McNally

YOUTHREACH Centres

Name of Centre	Carrickmacross Youthreach
Address	Holy Family Hall Carrickmacross Co Monaghan
Phone	042 9673906
Email	info@carrickmacrossyouthreach.ie
Co-ordinator	Bernadette Duffy
Name of Centre	Castleblayney Youthreach
Address	Lakeview Business Park Castleblayney Co Monaghan
Phone	042 974 9516
Email	davidmcadam@cmetb.ie
Co-ordinator	David McAdam

Name of Centre	Cavan Youthreach
Address	Moynehall Cavan Co.Cavan
Phone	049 4361573
Email	cavanyouthreach@cmetb.ie
Co-ordinator	Sabrina McEntee
Name of Centre	Cootehill Youthreach
Address	Cootehill Co.Cavan
Phone	049 5552561
Email	MikeDurkan@cmetb.ie
Co-ordinator	Mike Durkan
Name of Centre	Kingscourt Youthreach
Address	Lower Main St. Kingscourt Co.Cavan
Phone	042 9668248
Email	michaelmurphy@cmetb.ie
Co-ordinator	Michael Murphy
Name of Centre	Monaghan Youthreach
Address	Knockaconny Co Monaghan
Phone	047 83554
Email	info@monaghanyouthreach.ie
Co-ordinator	Niall McCann

Other Centres

Name of Centre	Tanagh Outdoor Education and Training Centre
Address	Dartrey via Cootehill Co Monaghan
Phone	049 555 2988
Email	info@tanaghoutdoorededucation.com
Manager	Michelle Forester
Name of Centre	Garage Theatre
Address	Monaghan Education Campus Armagh Road, Monaghan. Co Monaghan
Phone	047 81597
Email	info@garagetheatre.com
Operations Manager	Cathy Bennett
Artistic Director	Eileen Costello

Administration Centres

	Monaghan Office (Head Office)	Cavan Office
Address:	CMETB Administration Centre Market Street Monaghan H18 W449	CMETB Administration Centre Church View Square Cavan H12 A252
Phone:	047 30888	049 433 1044
Email:	info@cmetb.ie	info@cmetb.ie
Website: www.cmetb.ie		

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cmetb****

Bord Oideachais agus Oiliúna
an Chabháin agus Mhuineacháin

*Cavan and Monaghan
Education and Training Board*

TUARASCÁIL BHLIANTÚIL 2018

Clár na nÁbhar

CUID 1

1. Misean, Fís agus Croíluachanna BOOCM
2. Cuspóirí Straitéiseacha do 2017-2021
3. Fáilte an Chathaoirligh
4. Aitheasc an Phríomhfheidhmeannaigh

CUID 2

5. Forbhreathnú ar Sheirbhísí
6. Tuarascálacha Stiúrtóirí ar na Cuspóirí Straitéiseacha
 - 6.1. Scoileanna
 - 6.2. Breisoideachas agus Oiliúint (BO)
 - 6.3. Tacaíocht & Forbairt Eagraíochta

CUID 3

7. Rialachas Corparáideach agus Airgeadas
8. Ráiteas an Chathaoirligh
 - 8.1. Sonraí Thuarastal an Phríomhfheidhmeannaigh
 - 8.2. Sonraí faoi Speansais Chomhaltaí
 - 8.3. Ráiteas an Chórais um Rialú Inmheánach
9. Tuarascáil Airgeadais - cuntais neamhiniúchta do 2016
10. Tuarascáil Bhliantúil ar Nochtadh Cosanta
11. Aguisíní
 - 11.1. Sonraí Teagmhála do Scoileanna, Institiúidí, Ionaid, Oifigí

1. Misean, Fís agus Croíluachanna BOOCM

MISEAN

- Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin - oideachas agus oiliúint ardchaighdeán a sholáthar do dhaoine óga agus do dhaoine fásta trí chur chuige gairmiúil, cuimsitheach agus nuálach.

FÍS

- Sármhaitheas in oideachas agus oiliúint a threorú agus a sheachadadh do chách

CROÍ LUACHANNA

- Dul chun cinn
- Gairmiúlacht
- Dírithe ar an bhfoghlaim
- Pobal
- Éagsúlacht
- Cáilíocht

2. Cuspóirí Straitéiseacha do 2017-2021

Sa dréacht-Ráiteas Straitéise BOOCM do 2017-2021, leagtar amach cuspóirí straitéiseacha sna trí phríomhréimse seo a leanas:

➤ Scoileanna

- Teagasc agus Foghlaim
- Ceannaireacht
- Folláine
- Tionscadail Chaipitil

➤ Breisoideachas & Oiliúint

- Seasmh Breisoideachais agus Oiliúna a Ardú
- Scileanna don Gheilleagar
- Pleanáil agus Maoiniú Comhtháite
- Cuimsiú Gníomhach
- Soláthar Cáilíochta

➤ Tacaíocht & Forbairt Eagraíochta

- Rialachas corparáideach agus comhlíonadh
- Soláthar foirne (líon, scileanna agus inniúlacht)
- Córais chumarsáide agus faisnéise inmheánaí
- Straitéis chumarsáide
- Cumas eagraíochtúil
- Straitéis TF

3. Fáilte an Chathaoirligh

Tá áthas orm a bheith in éineacht lenár bPríomhfheidhmeannach John Kearney chun roinnt focal fáilte agus réamhrá a chur ar fáil do Thuarascáil Bhliantúil Bhord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin (BOOCM) do 2018.

Tá BOOCM ar cheann de na fostóirí is mó sa Chabhán agus i Muineachán le thart ar 1,200 ball foirne páirtaimseartha agus lánaimseartha fostaithe. Chuir BOOCM oideachas iar-bhunscoile ar fáil do 4,211 mac léinn i 11 scoil i rith 2018, rud a léiríonn fás rollaithe de níos mó ná 300 mac léinn agus tá réamh-mheastachán d'fhás sa todhchaí ann do na blianta amach romhainn.

Tríd ár gcomhpháirtíochtaí straitéiseacha le gnólachtaí áitiúla, le fostóirí agus le Comhairlí Contae an Chabháin agus Mhuineacháin agus lena gcoistí gaolmhara, táimid ar cheann de na príomhthiománaithe a bhaineann le forbairt agus fás eacnamaíoch sa réigiún. Inár dTuarascáil Bhliantúil do 2018 déantar machnamh ar an obair seo agus léirítear í.

I measc a lán imeachtaí suntasacha a tharla le linn 2018 bhí:

- Oscailt oifigiúil ár meánscoile a raibh súil againn léi le fada i nDún an Rí, Coláiste Dún an Rí
- Osclaíodh síneadh suntasach do Choláiste Bhréifne a bhfuil fás tapa ag teacht uirthi i mBaile an Chabháin
- Torthaí den scoth á mbaint amach ag mic léinn i ngach ceann dár meánscoileanna, i dtéarmaí gníomhaíochtaí acadúla, spóirt agus sóisialta
- Printíseachtaí agus cúrsaí oiliúna nuálacha a thabhairt isteach agus a sheachadadh mar chuid de sheachadadh Chlár BO de chuid BOOCM
- Bronnadh céime a raibh freastail maith orthu agus a bhí dea-eagraithe ag ár n-Institiúidí agus san earnáil Oideachais Aosaigh agus Pobail
- Na caighdeáin rialachais chorparáidigh is airde a choinneáil ar fud na heagraíochta.

Níl sa mhéid thuasluaite ach cuid de bhuaicphointí na hoibre a rinne baill foirne, foghlaimeoirí agus comhaltaí an Bhoird le linn 2018.



Mar Chathaoirleach, tá súil agam go bhfeicfear sna blianta de 2019 agus ina dhiaidh sin an cur i gcrích den Champas Breisoideachais agus Oiliúna atá ceadaithe do Bhaile an Chabháin. Leis an gcampas nua seo, léireofar i gceart an scéal ratha atá mar chuid d'Institiúid an Chabháin, mar aon le teacht chun cinn BOOCM mar cheannródaí maidir le Cúrsaí Oiliúna agus Printíseachtaí nua agus an-ábhartha a chur chun cinn chun freastal ar riachtanais scileanna fostóirí áitiúla agus d'fhostóirí sa todhchaí.

An Clr Seamus Coyle, Cathaoirleach BOOCM 2017-2018

4. Aitheasc an Phríomhfheidhmeannaigh

Tá sé mar aidhm againn agus an tuarascáil seo a chur i láthair ná forbhreathnú a sholáthar ar fheidhmíocht BOO an Chabháin agus Mhuineacháin maidir lena fheidhmeanna i rith na bliana agus an obair a rinneadh chun Ráiteas Straitéise BOOCM 2017 go 2021 a chur i bhfeidhm. Is iad ár gcroíluachanna de Chomhionannas, Gairmiúlacht, Ionracas, Comhoibriú agus Nuálaíocht a threoraíonn ár ngníomhartha comhchoiteanna ar fud na heagraíochta chun seachadadh gach sprice dár straitéis a chur chun cinn. Sa Tuarascáil Bhliantúil seo, leagtar béim ar an méid atá bainte amach ag Ráiteas Straitéise BOOCM le linn 2018. Déanfar an t-athbhreithniú pleanáilte ar an Straitéis in 2019.

I scoileanna, tá fás tagtha ar líon na mac léinn, rud a léiríonn an t-oideachas ardchaighdeán atá á sholáthar do dhaoine óga, a bhfuil a dtuismitheoirí tar éis iad a chur de chúram orainn. Leanadh ar aghaidh le dul chun cinn mór ar an gclár caipitil, agus mar thoradh air seo críochnaíodh foirgneamh scoile nua do Choláiste Dún an Rí agus síneadh mór do Choláiste Bhréifne. Chuidigh gréasáin chomhoibreacha i gCeannaireacht, i dTeagasc agus i bhFoghlaim, i bhFolláine agus i dTeicneolaíocht Faisnéise agus Cumarsáide le cur chuige an-idirghníomhach a fhorbairt maidir le croíghnó teagaisc agus foghlama sa seomra ranga.

Tá cáil ág teacht ar sheirbhísí Breisoideachais agus Oiliúna BOOCM as freagairtí réamhghníomhacha agus pleanáilte a thabhairt ar na saincheistean inár gceantar. Bhí forbairt mhór inár seirbhísí Breisoideachais agus Oiliúna inar thug Institiúid an Chabháin, Institiúid Mhuineacháin, Seirbhísí Oiliúna agus Seirbhísí Oideachais Aosaigh rannchuidiú iontach, ag obair le chéile chun a chinntiú go bhfuil dul chun cinn suntasach taifeadta inár bPlean Breisoideachais agus Oiliúna. Leis an bhforbairt Phrintíseachta spreagúil OEM le Combi Lift agus an Cuibhreannas Innealtóireachta Meán-Leibhéal, léirítear an cumas comhoibritheach méadaithe atá ag BOOCM chun páirt rathúil a ghlacadh le fostóirí chun fás eacnamaíoch a ghiniúint don réigiún.

Leanann Seirbhísí Óige BOOCM ar aghaidh ag déanamh monatóireachta agus meastóireachta ar sholáthar sa cheantar chomh maith le seirbhísí nuálacha a sholáthar do go leor pobal agus grúpaí óige ar fud Chontaetha an Chabháin agus Mhuineacháin. Tá ár gClár Giniúna Ceoil á fhorbairt chun rochtain níos fearr a chinntiú ar theagasc ardchaighdeán fóirdheontais gutha agus uirlise do leanaí agus do dhaoine óga ar fud an réigiúin.

Ba mhór an phribhléid dom a bheith ag obair le mo chomhghleacaithe i measc na foirne le bliain anuas. Táim an-bhuíoch as tacaíocht an bhoird BOOCM a thaispeáin an tiomantas sin dá gcuid oibre ar son gach foghlaimeora. Gabhaim buíochas le gach duine a chuidigh leis an tuarascáil seo ar dhóigh ar bith agus guím gach rath ar gach ball foirne agus foghlaimeoir in 2019.



John Kearney
Príomhfheidhmeannach

CUID 2

5. Forbhreathnú ar Sheirbhísí





6. Tuarascálacha na Stiúrthóirí

6.1. SCOILEANNA

Sholáthair BOO an Chabháin agus Mhuineacháin oideachas meánscoile do 4,211 mac léinn i 11 scoil i rith 2018. Is ionann é seo agus fás de bhreis is 300 mac léinn sa bhliain reatha agus tá réamh-mheastachán d'fhás ann don todhchaí sna blianta amach romhainn. Is mar seo a leanas na scoileanna agus na sonraí:

Scoil	Seoladh	Rollú Meán Fómhair 2018	DEIS / Neamh DEIS
Coláiste Pobail Bhéal Átha Beithe	Béal Átha Beithe, Co. Mhuineacháin	339	Neamh DEIS
Coláiste Chnoc na Feá	Muineachán, Co. Mhuineacháin	540	DEIS
Coláiste Bhréifne	An Cabhán, Co. an Chabháin	689	DEIS
Coláiste Bhaile na Lorgan	Baile na Lorgan, Co. Mhuineacháin	256	DEIS
Coláiste Dún an Rí	Dún an Rí, Co. an Chabháin	264	Neamh DEIS
Coláiste Oiriall	Cnoc an Chonnaidh, Muineachán	334	Gaelcholáiste Neamh DEIS
Coláiste Inbhir	Carraig Mhachaire Rois, Co. Mhuineacháin	336	DEIS
Coláiste na Leargadh	Cluain Eois, Co. Mhuineacháin	378	DEIS
Coláiste Bhricín	Béal Tairbirt, Co. an Chabháin	193	Neamh DEIS
Coláiste Mhaodhóg	An Bábhún Buí, Co. an Chabháin	232	DEIS
Coláiste Achadh an Iúir	Achadh an Iúir, Co. an Chabháin	650	Neamh DEIS
IOMLÁN		4211	

I rith na bliana, rinne an Roinn Oideachais agus Scileanna na cigireachtaí seo a leanas sna scoileanna seo:

Scoil	Cineál na Cigireachta	Dáta Cigireachta
Coláiste Pobail Bhéal Átha Beithe	Cigireacht ar an Scoil Uile	08/05/2018
Coláiste Bhréifne	Cigireacht ar an Scoil Uile	12/06/2018
Coláiste Bhaile na Lorgan	Cigireacht Ábhair: Tíreolaíocht	27/04/2018
Coláiste Oiriall	Cigireacht Ábhair: Stair	01/02/2018
Coláiste Inbhir	Cigireacht Ábhair sa Chorpoidéachas	02/02/2018
Coláiste na Leargadh	Cigireacht Ábhair in OSPS	06/02/2018
Coláiste na Leargadh	Cigireacht Ábhair sa Tíreolaíocht	21/06/2018
Coláiste Mhaodhóg	Cigireacht Ábhair sa Stair	26/01/2018

Ina theannta sin, reáchtáladh cigireachtaí teagmhasacha go tréimhsiúil agus ghlac scoil amháin páirt in iniúchadh bliantúil an Ard-Reachtaire Cuntas agus Ciste ar BOOCM.

Ráiteas ar Rialú Inmheánach

Thug BOOCM isteach Ráiteas ar Rialú Inmheánach do scoileanna in 2018. Feidhmíonn an ráiteas seo mar sheicliosta comhlíonta do cheannairí scoile agus don Bhord Bainistíochta ach is ionstraim dearbhaithe cáilíochta agus rialachais é don BOO freisin. Tugadh oiliúint do phríomhoidí scoile maidir le hábhar agus le modheolaíocht an ráitis seo agus sheol gach scoil ráiteas ar ais don bhliain 2018. Sa ráiteas, cumhdaíodh réimsí lena n-áirítear airgeadas, leithdháileadh acmhainní, coimeád taifead agus comhlíonadh rialacha agus rialacháin BOO agus ROS.

Cosaint Leanaí:

I mí an Mhárta 2018 chuir an rialtas treoirilínte náisiúnta nua um chosaint leanaí ar bhonn éigeantach. D'fheidhmigh BOOCM ar bhealach tráthúil agus éifeachtach chun a chinntiú go gcuirfí na treoirilínte seo i bhfeidhm láithreach. D'fhorbair gach scoil doiciméad measúnaithe riosca agus Ráiteas um Chosaint Leanaí agus chinntigh siad gur bhain gach ball foirne ábhartha leas as croí-FGL i gcosaint leanaí. Tá na múinteoirí le moladh as an gcuid is mó den FGL seo a chomhlánú ar líne le linn laethanta nuair a bhí ar scoileanna dúnadh de bharr drochaimsire, agus dá bhrí sin níor ghá do scoileanna lá breise a chailleadh don FGL seo. Chabhraigh BOOCM le meicníochtaí tuairiscithe cuí a fhorbairt do Bhoird Bhainistíochta.



Ceann de na scoileanna a ndearnadh ionadaíocht di ag tráthnóna Duaiseanna Ceiliúrtha Sármhaitheasa BOOCM do mhic léinn a d'éirigh thar barr leo sna scrúduithe Ardteistiméireachta agus Ardteistiméireachta Feidhmí.

FGL an Bhoird Bhainistíochta:

In 2018, chuir BOOCM forbairt ghairmiúil ar fáil do chomhaltaí na mBord Bainistíochta chun tacú le héifeachtacht agus éifeachtúlacht na mBord. Cuireadh dhá cheardlann de 3 uair an chloig ar fáil don Bhord Bainistíochta in 2018. Bhí béim an FGL i mbliana ar athruithe i gCigireachtaí Cosanta Leanaí agus na Roinne Oideachais agus Scileanna. Fuair Boird Bhainistíochta léargas ar conas a ról rialachais agus maoirseachta um chosaint leanaí a fheidhmiú agus a ról maidir le hullmhú agus páirt a ghlacadh sa phróiseas cigireachta.

Bhí freastal maith ar na seisiúin agus léiríonn aiseolas ó na rannpháirtithe go bhfuil siad buíoch as tacaíocht chuí a fháil ina ról mar bhaill de Bhoird Bhainistíochta agus léirigh siad gur mhian leo breis tacaíochta agus forbartha a fháil ó BOO an Chabháin agus Mhuineacháin.

Forbairt Mhúinteoirí:

Sna táblaí thíos, déantar doiciméadú ar thiomantas mór an BOOCM do chumas múinteoirí a fhorbairt ag teacht lenár ráiteas straitéise. I measc na bpríomh-bhuaicphointí le linn 2018 bhí:

- An chéad siompóisiam bliantúil múinteoirí maidir leis an téama Foghlaim Neamhspleách a Chothú
- Tacaíocht shonrach do mhúinteoirí chun tuiscint a fháil ar Chiorclán 03/2018, an chomhpháirt ceannaireachta de 'Ag Breathnú ar ár Scoileanna' agus agallaimh bunaithe ar inniúlacht.
- FGL bliantúil do na Príomhoidí agus na Leas-Phríomhoidí go léir
- Ceapadh postanna breise freagrachta do scoileanna ag leibhéal Príomhoide Cúnta 1 agus Príomhoide Cúnta 2
- FGL sainiúil i réimse na mí-úsáide drugaí agus alcóil
- Clár fairsing ceannaireachta digití a thairgeann tacaíocht shuntasach do scoileanna maidir le planáil agus foghlaim dhigiteach a chur i bhfeidhm

Tugann Karol Sadleir aghaidh ar an gcéad siompóisiam bliantúil ar "Foghlaim Neamhspleách a Chothú"





Pleanálann Ceannairí agus Mic léinn BOOCM le chéile ag ceardlann maidir le guth na mac léinn i gColáiste Pobail Bhéal Átha Beithe

Na hEalaíona san Oideachas - Music Generation

In 2017, d'fhógair Music Generation go bhfaighidh Contaetha an Chabháin agus Mhuineacháin maoiniú daonchairdiúil de €450,000 ó U2 agus ó The Ireland Funds thar trí bliana chun rochtain níos fearr a chruthú ar theagasc fóirdheontaithe ardchaighdeán gutha agus uirlise do leanaí agus do dhaoine óga ar fud an réigiúin. Ag feidhmiú ar bhonn maoinithe meaitseála 50/50 Cruthóidh Comhpháirtíocht Oideachais Ceoil an Chabháin / Mhuineacháin € 450,000 eile go háitiúil thar an tréimhse trí bliana. Tá an Cabhán / Muineachán i measc 9 gceantar nua sa tír a roghnaíodh le haghaidh rannpháirtíochta sa dara céim de chuid Music Generation.

Tá Comhpháirtíocht Cheoloideachais an Chabháin / Mhuineacháin (CCO) faoi stiúir Bhord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin (BOOCM) i gcomhpháirtíocht le Contae Mhuineacháin agus Comhairle Contae an Chabháin.

Cuireadh tús le pleanáil agus le cláir do Music Generation An Cabhán / Muineachán ag deireadh 2018 nuair a ceapadh Mairead T Duffy chuig an bpost mar Oifigeach Forbartha Music Generation BOOCM

Príomhoidí Scoile, Príomhfheidhmeannach agus Stiúrthóirí BOOCM

Tháinig Príomhoidí Scoile le chéile ar bhonn rialta leis an bPríomhfheidhmeannach agus Stiúrthóir na Scoileanna le linn 2018. Is é cuspóir na gcruinnithe seo ná cur chuige comhsheasmhach a chinntiú maidir le cáilíocht agus comhlíonadh leis na polasaithe agus ciorcláin ábhartha uile, agus scoileanna a choinneáil ar an eolas faoi fhorbairtí san oideachas ag leibhéal áitiúil agus náisiúnta, chomh maith le deis a sholáthar chun dea-chleachtas a roinnt ar fud BOOCM. Is minic a chuimsigh na cruinnithe seo gné FGL chun díriú ar a bhfás gairmiúil mar cheannairí scoile. D'éascaigh agus thacaigh BOOCM freisin le ceannairí scoile agus iad i láthair ag gach FGL ábhartha a bhí eagraithe ar bhonn náisiúnta, lena n-áirítear comhdháil bhliantúil NAPD.

Tuairisc ar sheachadadh Spriocanna Straitéiseacha 2018

Sprioc Straitéiseach 1: Ceannaireacht

Gníomh	Nuashonrú 2018
1. Líonra Príomhoidí agus Leas-Phríomhoidí a fhorbairt a dhíríonn ar dhea-chleachtais a mhalartú agus a chothaíonn cinnteoireacht chomhoibritheach	3. Déantar cruinnithe rialta de Phríomhoidí agus de Leas-Phríomhoidí a sheirbhísiú le clár oibre lena n-áirítear Nuashonruithe a Bhaineann le OSD, Stiúrthóir Nuashonruithe Scoile agus nuair is cuí FGL agus cainteoirí ábhartha 4. Chuir an Mheitheal um Cheannaireacht Scoile comhairle ar an Stiúrthóir Scoileanna maidir le cur i bhfeidhm na straitéise agus ar an gcaoi ar féidir uasmhéadú a dhéanamh ar thacaíochtaí do cheannairí scoile.
2. Plean forbartha gairmiúla leanúnaí ceannaireachta agus bainistíochta saincheaptha a fhorbairt do cheannairí atá ag fónamh agus do cheannairí múinteora lena n-áirítear deiseanna chun Ceannaireacht Teagaisc a fhorbairt tuilleadh	2. Le linn 2018, tá Clár FGL saincheaptha do cheannairí scoile lena n-áirítear béim ábhair ar: • Forbairt Churaclaim • Cur i gCrích an Ráitis um Rialú Inmheánach • Cosaint Leanáí • Forbairt Bheartais • Cóireáil Drugaí agus Alcóil • Socruithe Nua le haghaidh Meáncheannaireachta • Scileanna Traenála • Guth na Mac Léinn • Ceannaireacht Dhigiteach
3. Cur chuige comhordaithe a fhorbairt chun barr feabhais i bhfoghlaim agus i dteagasc a chur chun cinn ar fud an BOO	2. Tionóladh an chéad shiompóisiam BOOCM bliantúil i réimsí an teagaisc agus na foghlama i mí an Mhárta 2018. Ba é an téama Foghlaim Neamhspleách a Chothú agus bhí Karol Sadleir ina aoichainteoir. Chuir foireann BOOCM ceardlanna i láthair maidir le scileanna litearthachta a fhorbairt, guth na ndaltaí agus Acmhainní Digiteacha a Chruthú
4. Líonraí múinteoirí/pobail cleachtais ábhair a bhunú chun	2. Tionscnamh píolótach ag múinteoirí i gColáiste Chnoc na Feá i ndámhachtainí speisialta do

dea-chleachtas agus comhroinnt acmhainní a chur chun cinn.	mhic léinn ar leibhéal inniúlachta sa Ghaeilge. Roinneadh é seo le múinteoirí scoileanna eile lena mbreithniú é a ghlacadh. Eagraíodh ceardlann oíche do mhúinteoirí Gaeilge chun tacú leis an tionscnamh seo.
6. Díriú ar thorthaí mac léinn níos fearr agus aistriú go dtí an 3ú leibhéal ar fud na scéime a fheabhsú	4. Mar a comhaontaíodh ag cruinnithe do cheannairí scoile, chomhlánaigh gach scoil athbhreithniú ábhair ar thorthaí na hArdteistiméireachta. 5. Torthaí ón Ardteistiméireacht curtha ar aghaidh chuig Stiúrthóir na scoileanna le haghaidh athbhreithnithe. 6. Reáchtáil BOOCM Táille Gairme do bhreis agus 1000 mac léinn meánscoile, ag tabhairt rochtain dóibh ar chomhairle gairme ó shaineolaithe, ó choláistí, ó ionadaithe gairmiúla agus ó dhaoine eile. Bhí ceardlanna ar iarratais Lár-Oifig Iontrála agus ullmhú don choláiste mar chuid den lá seo freisin
7. Ceannasaíocht dailte níos mó a chothú agus a thacú i measc na foirne agus na mac léinn	Le Ciorclán 03/2018 tugadh socruithe nua isteach maidir le poist freagrachtaí inár scoileanna. Mar fhreagra ar an gclár, bhí DOS BOOCM agus Bainisteoir AD i gceannas ar na gníomhaíochtaí seo a leanas: • Freastalaíodh ar fhaisnéisiú le BOOÉ agus soláthraíodh acmhainní do scoileanna • Chuir siad na ceannairí sinsearach ar fad ar an eolas faoi athruithe a bhí ag teastáil agus thug siad tacaíocht dóibh in athbhreithniú post freagrachta • Athbhreithniú ar phoist i ngach scoil de chuid BOOCM • Oiliúint le haghaidh Painéal Agallaimh agus do mhúinteoirí ar spéis leo cur isteach ar phoist cheannaireachta. D'fhreastail 160 múinteoir ar an dá cheardlann a bhí dírithe ar an múinteoir thar dhá thráthnóna • Breis is 40 múinteoir a cheapadh go poist cheannaireachta lánacha.
8. Creat a fhorbairt chun tacú le hathbhreithniú curaclaim i ngach scoil/ionad	4. Eagraíodh seimineár in 2018 chun múinteoirí agus ceannairí scoile ó scoileanna a chur ar an

	eolas agus tacaíocht a thabhairt dóibh a bhí ag smaoineamh ar aistriú ó ranganna 40 nóiméad go tréimhsí níos faide. Bhí sé seo oscailte do scoileanna neamh-BOO. Tá an t-aistriú seo déanta ag 6/11 scoileanna BOOCM anois. 5. Spreagadh scoileanna iarratas a dhéanamh ar stádas píolótach scoile le haghaidh ábhar curaclaim nua lena n-áirítear Ríomheolaíocht agus Corpoideachas. Roghnaíodh dhá scoil don Ríomheolaíocht (Coláiste Bhréifne agus Coláiste Bhaile na Lorgan) agus roghnaíodh scoil amháin do PE (Coláiste Achadh an Lúir). 6. Is scoil píolótach anois í Coláiste Chnoc na Feá don Athbhreithniú ar an tSraith Shinsearach leis an CNCM. Ghlac an fhoireann páirt i gcleachtaí comhairliúcháin ábhartha agus tugadh aiseolas don CNCM.
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Sprioc 2: Foghlaim agus Teagasc

Gníomh	Nuashonrú 2018
1. Foghlaim agus teagasc a chur mar sprioc tosaíochta ardleibhéil do ráiteas straitéise BOOCM	- D'eagraigh BOOCM tráthnóna Gradam Ceiliúrtha Sármhaitheasa do mhic léinn a d'éirigh thar barr leo sna scrúduithe Ardteistiméireachta agus Ardteistiméireachta Feidhmí. Ghlac gach scoil páirt ann - Cuireadh tionscnaimh foghlama agus teagaisc chun cinn go díograiseach i rith na bliana, lena n-áirítear dul chun cinn na mac léinn a rianú, tacaíochtaí do dhaltaí ROS, guth na ndaltaí sa seomra ranga, tréimhsí ranga níos faide a leagan síos, forbairt curaclaim agus folláine na ndaltaí.
2. Forbairt ar chlár FGL struchtúrtha laistigh den chreatlach don fhoghlaim agus don teagasc 3. Comhoibriú traschuracilaim a chur chun cinn laistigh agus idir scoileanna / ionaid	4. Tá an tArdán Digiteach a thairgtear in Microsoft Office agus Teams saincheaptha chun pleanáil agus comhroinnt acmhainní scoile agus tras-scoile a sholáthar. 5. Bhí an Creat nua don tSraith Shóisearach ina fhócas suntasach do FGL agus pleanáil múinteoirí in 2018. Bhain gach scoil leas as tacaíochtaí pleanála inscoile a soláthraíodh go lárnach chomh

	maith le múinteoirí a ghlac páirt i fgl ábhar-sonrach. 6. Tá roinnt scoileanna tar éis Cláir Foghlama Leibhéal 2 a thabhairt isteach chun tacú le riachtanais churaclaim de ghrúpa sainmhínithe daltaí a bhfuil deacrachtaí foghlama ar leith acu.
4. Rannpháirtíocht éifeachtach le TF a chur chun cinn sa phróiseas foghlama i ngach scoil	4. Tugadh an Clár Ceannaireachta Digití isteach in 2017 agus chríochnaigh an chéad chohórt an clár in 2018. San iomlán fuair 48 múinteoir tacaíocht speisialaithe maidir le húsáid Microsoft OneNote agus Microsoft Teams sa seomra ranga. Bhí scileanna ag na rannpháirtithe freisin chun na hinniúlachtaí seo a fhorbairt lena gcomhghleacaithe. Arna stiúradh ag an Straitéisí Digiteach, an Dr Miriam Nugent, eagraíodh go leor tacaíochtaí leantacha ag leibhéal na scoile, lena n-áirítear FGL iomlán foirne. 5. Cuireadh tacaíochtaí coimhdeacha ar fáil freisin, lena n-áirítear dhá imeacht taispeántais speisialta aon lae do mhúinteoirí i BOO agus i mbunscoileanna. Ag an imeacht “Road to Code” cuireadh ar fáil tabhairt isteach do go leor múinteoirí isteach sna teicneolaíochtaí is déanaí. D'eagraigh Institiúid Mhuineacháin agus Coláiste Achadh an Lúir na himeachtaí seo. 6. Leis na deontais TF do scoileanna, neartaíodh an bonneagar ar fud na scoileanna go léir agus chuir siad ar chumas scoileanna gléasanna a raibh géarghá leo a cheannach.
6. Iniúchadh acmhainní lena n-áirítear caipiteal, pearsanra (teagasc agus tacaíocht) agus fioscach agus é mar aidhm an leibhéal is fearr a bhaint amach do gach scoil / ionad	4. Rinneadh athbhreithniú críochnúil ar chumas múinteoireachta gach scoile a raibh baint ag an CE, Stiúirthóir Scoileanna, Ceann AD agus ceannairí scoile ó gach scoil leis. Aithníodh bearnaí i gcumas agus le leithdháileadh múinteoirí don scoil léiríodh riachtanais dhaoine scoile atá ag dul i méid ar fud BOOCM. I líon beag cásanna roinneadh múinteoirí idir scoileanna chun soláthar curaclaim a uasmhéadú. 5. Mar thoradh ar athbhreithniú leanúnach ar fhoirgnimh scoile iarradh ar an Roinn Athchóirithe Poiblí athchóiriú / síneadh a dhéanamh ar dhá scoil agus uasghráduithe a dhéanamh ar scoileanna eile.

	6. Thug an CE moladh do Bhord BOOCM machnamh a dhéanamh ar Choláiste Bhricín agus Coláiste Mhaodhóg a chumasc chun scoil nua amháin a chruthú i gceantar Bhéal Átha Conaill. Fuarthas tacaíocht d'aon toil ó Bhord BOOCM don togra seo agus tá an Roinn Oideachais agus Scileanna ag breithniú an chomhfhreagrais a tháinig ina dhiaidh sin ón CE.
7. An t-ualach riaracháin ar fhoireann ceannaireachta scoileanna / ionaid a laghdú	5. Chuir Oifigeach Comhlíontachta BOOCM comhairle shaineolach ar fáil do gach scoil maidir le polasaithe ábhartha a chur le chéile agus cuireadh acmhainní agus teimpléid ábhartha ar aghaidh chuig scoileanna chun cabhrú leo na beartais sin a chur i bhfeidhm. 6. Nuair a bhí gá leis, bhí comhairle dlí agus comhlíonta ar fáil do gach scoil ar réimse ábhar. 7. Thug Stiúrthóir na Scoileanna úsáid Microsoft Teams isteach mar ardán cumarsáide príomhúil, comhtháite do scoileanna. 8. Úsáideadh nósanna imeachta athbhreithnithe chun foireann teagaisc a earcú agus mar thoradh air sin críochnaíodh earcaíocht múinteoirí níos luaithe in 2018.
8. Tógáil ar thiomantas BOOCM do gach mac léinn a chuimsiú beag beann ar inscne, cúlra socheacnamaíoch, cine nó creideamh	4. Chuir dhá scoil fáilte roimh dhaltaí na Siria ina scoileanna mar chuid de chlár athlonnaithe dídeanaithe na Siria agus cuireadh tacaíochtaí sonracha i bhfeidhm do na daltaí seo. 5. Tacaíonn clár DEIS le seisear dár scoileanna BOOCM agus baineann gach ceann de na sé cinn acu leas as an gClár Críochnaithe Scoile. Tairgeadh tacaíochtaí agus idirghabhálacha ábhartha do mhic léinn a ndírigh an Clár DEIS orthu. 6. Iarradh ar gach scoil a dheimhniú go raibh a leithdháileadh acmhainní teagaisc do mhic léinn a bhfuil riachtanais speisialta oideachais acu ag teacht le ciorcláin ábhartha ROS trí Ráiteas um Rialú Inmheánach, a tugadh isteach in 2018.

Sprioc 3: Folláine

Gníomh	Nuashonrú 2018
1. Ráiteas misin agus físe ar fud na scéime a fhorbairt ag díriú ar an bhfolláine	3. Tá grúpa folláine idirghníomhaireachta ag BOOCM a dhéanann iniúchadh ar chur chuige comhsheasmhach maidir le saincheistean a bhaineann le folláine i scoileanna BOOCM

	4. Tá scoil amháin chun triail a bhaint as Corpoideachas mar ábhar Ardteistiméireachta agus tá gearrchúrsa corpoideachais tugtha isteach ag scoileanna eile.
2.Tosaíocht a thabhairt do thacaíocht do shláinte fhisiciúil agus mheabhrach araon	2. Reáchtáladh oiliúint foirne um chosc ar fhéinmharú i roinnt scoileanna.
3.Seirbhísí tréadchúraim a mheas ar fud na scéime	3. An Grúpa um Folláine i gceannas ar Stiúrthóir na Scoileanna. Scaipeadh na torthaí ar gach scoil. 4. Ullmhaíodh ceistneoir faoi folláine mac léinn agus déanfar é a phróiseáil in 2019.
4. Beidh clár cuimsitheach FGL ar fáil do gach ball foirne agus mac léinn a dhíríonn ar fhaisnéis mhothúchánach, frithbhulaíocht agus athléimneacht	3. Ar fud an BOO cuireadh na múinteoirí go léir ar an eolas faoin gClár Folláine don tSraith Shóisearach agus an coincheap maidir le folláine mar ghnó gach duine. Tá gach scoil ag cur clár folláine i bhfeidhm a chinnteoidh go bhfaighidh siad 400 uair an chloig d'oideachas a bhaineann le Folláine do gach mac léinn a bheidh ag tosú ar scoil in 2020. 4. Ghlac ceannairí scoile páirt i gceardlann ar dhul i ngleic le saincheisteanna a bhaineann le drugaí agus alcól. Mar thoradh air seo bhí fóram níos leithne de mhúinteoirí ó gach meánscoil agus ionad Ógtheagmhála i gContae An Chabháin ag freastal ar chlár tacaíochta lae maidir le: • Drugaí a aithint agus a gcoitiantacht sa phobal • Iniúchadh a dhéanamh ar na slabhraí soláthair atá i bhfeidhm • Oideachas píaraí agus dea-chleachtas in oideachas drugaí agus alcól • Cás-staidéir maidir le himeachtaí dúshlánacha a bhaineann le drugaí a bhainistiú



Paddy Flood

Stiúrthóir na Scoileanna

6.2. SEIRBHÍSÍ & OILIÚINT BREISOIDEACHAIS

Cuireann Seirbhísí Breisoideachais agus Oiliúna (BO) BOOCM raon leathan clár lánaimseartha agus páirtaimseartha ar fáil ar fud an Chabháin agus Mhuineacháin, ag tairiscint deiseanna foghlama luachmhara dóibh siúd atá os cionn 16 bliana d'aois. Is de chineál gairme iad na cláir den chuid is mó, m.sh. cúram leanaí, cúram sláinte, TFC, innealtóireacht, lena dtugtar bealaí soiléire isteach san fhostaíocht. Mar an gcéanna, tá roinnt deiseanna dul chun cinn ó chlár BO go hArdoideachas (m.sh. cláir Ollscoileanna agus Institiúidí Teicneolaíochta).

Tá BO BOOCM comhdhéanta de 5 sheirbhís ar leith:

- vi. **Dhá Choláiste Iar-Ardteistiméireachta** - Institiúid an Chabháin & Institiúid Mhuineacháin - ag seachadadh cláir scileanna gairme lánaimseartha ag Leibhéal 5 & 6 agus ranganna oíche
- vii. **Seirbhísí Oideachais Aosaigh** - cláir scileanna bunúsacha agus gairme agus cláir caitheamh aimsire a sheachadadh ag leibhéal 1-6
- viii. **Seirbhísí Oiliúna** - áirítear leis seo an tSeirbhís Phrintíseachta, Cláir Oiliúna Scileanna Sonracha, Cúrsaí Oiliúna, Tionscnaimh Oiliúna Áitiúla & Soláthraithe Oiliúna Speisialaithe
- ix. **Ógtheagmháil** - 6 Ionad Ógtheagmhála a sholáthraíonn raon leathan clár deimhnithe do luathfhágálaithe scoile
- x. **Oideachas Príosúin** ag Príosún Oscailte Theach an Locháin



Faigheann foghlaimeoirí ag Ógtheagmháil an Chabháin an Dámhachtain Forbartha Pobail Sinsearach ECO ag Searmanas Gradaim Chomhshaolaithe Óga ECO-UNESCO i mBealtaine 2018.

In 2018, lean BOOCM ar aghaidh ag cur raon gníomhaíochtaí agus tionscnaimh nua, príomh-éachtaí agus nuálaíochtaí i bhfeidhm:

- Comhaontú Feidhmíochta Straitéisí a fhorbairt agus a chomhaontú le Solas agus na spriocanna gaolmhara atá le baint amach 2018-2020
- Dul chun cinn rathúil maidir le hath-rannpháirtíocht le Dearbhú Cáilíochta agus Cáilíochtaí Éireann
- Bunú struchtúir nua rialachais agus comhshamhlú na meithleacha reatha BO isteach sna comhlachtaí nua
- Cruthú post Oifigeach Forbartha Lucht Saothair tiomnaithe a bhfuil an príomhfhreagracht air as clár Scileanna chun Dul chun Cinn a chur i bhfeidhm i gCabhán agus i Muineachán
- Clár printíseachta Déantúsaíochta Trealamh Bunaidh (OEM) tugtha chun críche agus bailíochtaithe ceadaithe ag an Dearbhú Cáilíochta agus Cáilíochtaí Éireann
- Buiséad caipitiúil daingnithe chun áiseanna nua printíseachta a fhorbairt do chlár Leictreachais, Commis Chef agus OEM
- Forbairt bheartaithe ar Chlár Rochtana Iar-Ardteistiméireachta chun tacú le haistriú ó Ógtheagmháil agus ón Ardteistiméireachta Feidhmí go hIar-Ardteistiméireacht



Cuireadh tús leis an gclár nua Printíseachta Commis Chef in Institiúid an Chabháin i Meán Fómhair 2018

In 2018 leanadh le cur i bhfeidhm leanúnach na Straitéise BO. Tá an straitéis seo ailínithe le Straitéis náisiúnta Solas BO agus léiríonn sí a spriocanna agus a haidhmeanna. Tá an dul chun cinn i gcur i bhfeidhm na ngníomhartha leagtha amach sa tábla thall.

Tuairisc ar sheachadadh Spriocanna Straitéiseacha 2018

Sprioc Straitéiseach 1: Seasamh Breisoideachais agus Oiliúna a Ardú

Aidhm	Gníomhartha a rinneadh i 2018
Aitheantas a thabhairt do BO mar chonair foghlama luachmhar	• Tionóladh mí mhúscaillte BO le sraith agallamh raidió agus 4 chruinniú BO do scoileanna / tuismitheoirí agus don phobal i gcoitinne • Rinneadh oiliúint sna Meáin Shóisialta a eagrú agus a sheachadadh d'fhoireann breisoideachais agus oiliúna • Cur chun cinn leanúnach BO trí raon cur i láthair sna meán agus ar an láthair ag an bhfoireann • Rannpháirtíocht i scéalta / imeachtaí náisiúnta - m.sh. seachtain Feasachta an Choláiste, seachtain d'fhoghlaimeoirí fásta, seachtain na hEolaíochta, seachtain feasachta litearthachta, seachtain ardú céime BO de chuid Solas

Sprioc Straitéiseach 2: Scileanna don Gheilleagar

Aidhm	Gníomhartha a rinneadh in 2018
Aghaidh a thabhairt ar riachtanais foghlaimeoirí, cuardaitheoirí poist, fostóirí agus fostaithe faoi láthair agus amach anseo agus cur le forbairt eacnamaíoch náisiúnta	• Forbairt agus soláthar leanúnach ar raon leathan clár BO ar Leibhéal 1-6 • Roinnt clár nua Leibhéal 5 a chur san áireamh in Institiúid an Chabháin agus in Institiúid Mhuineacháin, lena n-áirítear: - Teastas sa Bhearbhadh - Fáilteachas Iompair Chorporáidigh - Ceannach Faisin agus Marsantachta - Stíleáil Faisin agus Smididh - Eolaíochtaí Ainmhithe agus Agra-Eolaíochtaí Réamh-Ollscoile - Gnó agus Cuntasaíocht Réamh-Ollscoile

- Staidéir Sláinte & Sóisialta Réamh-Ollscoile
- Ríomhaireacht Réamh-Ollscoile
- Ealaíona Réamh-Ollscoile
- Tosú ar LTI Eolaíochta agus Innealtóireachta nua i Muineachán
- Cuireadh tús le cúrsa oiliúna nua i dTeicneolaíocht Ailtireachta agus Dearadh Ríomhchuidithe in Institiúid Mhuineacháin i gcomhpháirtíocht le Entekra
- Leanúint le cúrsaí oiliúna san OEM, Teagascóir Gníomhaíochtaí Allamuigh, Cúnamh Saotharlainne agus Fáilteachas
- Tús a chur le cúrsa Tástála agus Fíoraithe Leictreachais i gCampas BO sa Chabhán
- Bailíochtú daingnithe do chlár nua printíseachta náisiúnta - OEM (Déantúsaíocht Trealamh Bunaidh)
- Méadú de 75% ar chlárúcháin printíseachta
- Cuireadh tús le clár nua printíseachta Commis Chef in Institiúid an Chabháin
- Fiosraigh an Clár atá mar scéim phíolótach faoi Sheirbhísí Oideachais Aosaigh. Seachadadh oiliúint Bunscoileanna Digiteacha do roinnt cuideachtaí sa Chabhán agus i Muineachán
- Comhpháirtíocht nua cúrsa iar-Ardteistiméireachta le San Aingeal, Sligeach i dtionscadal píolótach Rochtain ar Mhúinteoireacht Meánscoile (APT), arna mhaoiniú ag an ÚAO

Sprioc Straitéiseach 3: Pleanáil agus Maoiniú Comhtháite

Aidhm	Gníomhartha a rinneadh i 2018
A chinntiú go bpleanáiltear agus go gcuirtear soláthar BO BOOCM i bhfeidhm ar bhonn anailís oibiachtúil ar riachtanas agus éileamh	• Comhaontú Feidhmíochta Straitéisí a fhorbairt agus a chomhaontú le Solas agus na spriocanna gaolmhara atá le baint amach 2018-2020 • Athbhreithniú leanúnach ar sholáthar foriomlán BOOCM agus sonraí mhargadh an tsaothair chun a chinntiú: - Go soláthraítear cláir a fhreastalaíonn ar riachtanais agus ar thosaíochtaí, mar (i) atá leagtha amach i straitéisí agus i dtuarascálacha ábhartha, agus (ii) arna n-aithint ag an tionscal - Go soláthraítear meascán de scileanna earnála & scileanna trasearnála - Nach gcuireann BOOCM rósholáthar ar an margadh le scileanna nach bhfuil chomh riachtanach sin • Cead faighte le hagaidh post breise FET agus earcaíochta • Ceapadh Oifigeach Forbartha Lucht Oibre - cruthaíodh post nua chun bainistíocht a dhéanamh ar an réimse oibre seo atá ag dul i méid • Athstruchtúró na seirbhíse oiliúna go 2 aonad, rud a léiríonn fócas méadaithe ar fhorbairt an fhórsa saothair • Forbairt agus cur i bhfeidhm leanúnach clár tras-seirbhíse, m.sh. oiliúint feasachta litearthachta do theagascóirí, tacaíocht litearthachta do phrintísigh, treoir do ghrúpaí oiliúna ar conradh, Foghlaim chun Foghlama • Cruinnithe leanúnacha agus idirchaidreamh i measc seirbhísí agus ionaid BO maidir le hoibriú chun an raon soláthair a uasmhéadú agus dúbláil a sheachaint

Sprioc Straitéiseach 4: Cuimsiú Gníomhach

Aidhm	Gníomhartha a rinneadh in 2018
Go dtacóidh soláthar BO le hionchuimsiú daoine de gach cumas, le tagairt ar leith don litearthacht agus don uimhearthacht	- Forbairt leanúnach agus cur i bhfeidhm clár tras-seirbhíse, m.sh. oiliúint feasachta litearthachta do theagascóirí, tacaíocht litearthachta do phrintísigh, treoir do ghrúpaí oiliúna ar conradh, Foghlaim chun Foghlama, Matamaitic Ardteistiméireachta @ PLC - Seoladh Clár Seaimpíní Cultúrtha i Muineachán i gcomhar le Tusla, MID, agus ISPCC. Chríochnaigh 12 rannpháirtí raon clár lena n-áirítear Faisnéis Leibhéal 6, Comhairle agus Abhcóideacht agus Abhcóideacht um Chearta Teaghlaigh Leibhéal 6 - Cuireadh tús le clár Athlonnaithe na nDíeanaithe i Muineachán agus ghlac 40 foghlaimeoir ón tSiria páirt i ndianranganna Béarla i gCluain Eois agus i gCarraig Mhachaire Rois - Ceapadh clár nua chun tacú le haistriú Ógtheagmhála agus LCA go clár Iar-Ardteistiméireachta - cúrsaí Iar-Ardteistiméireachta le tosú i Meán Fómhair 2019 in Institiúid an Chabháin agus in Institiúid Mhuineacháin - Uirlisí measúnaithe caighdeánaithe a fhorbairt le húsáid ar fud Seirbhísí BO BOOCM chun a chinntiú go gcuirtear foghlaimeoirí ar an gclár is fearr a oireann dá riachtanais agus dá gcumas

Sprioc Straitéiseach 5: Soláthar Cáilíochta

Aidhm	Gníomhartha a rinneadh in 2018
A chinntiú go gcuireann Seirbhísí Breisoideachais agus Oiliúna BOOCM clár oideachais agus oiliúna ardchaighdeán ar fáil a chomhlíonann caighdeán cháilíochta náisiúnta agus idirnáisiúnta	- Plean FGL a fhorbairt agus a sheachadadh d'fhoireann breisoideachais agus oiliúna - Roinnt an chleachtais is fearr tríd an chéad chruinniú BO agus bhí 170 duine i láthair - Foireann a fhaigheann tacaíocht chun tabhairt faoi FGL deimhnithe taobh amuigh de BOOCM

- Fuarthas maoiniú Erasmus agus úsáideadh é le haghaidh foireann BO chun páirt a ghlacadh i FGL thar lear
- Forbairt na bhfoirgneamh agus na saoraidí BO den scoth a chur chun cinn, de réir mar is gá le haghaidh soláthair ardchaighdeán agus na cóiríochta is fearr d'fhoghlaimeoirí agus don fhoireann
- Forbraíodh 2 ionad nua oideachais aosaigh
- Maoiniú caipitil faighte chun áiseanna nua printíseachta a forbairt
- Ath-rannpháirtíocht rathúil le Dearbhú Cáilíochta agus Cáilíochtaí Éireann agus forbraíodh Plean Feabhsaithe Cáilíochta
- Bunú struchtúir nua rialachais BO



An Dr Linda Pinkster

Stiúrthóir

Breisoideachais agus Oiliúna

6.3. TACAÍOCHT & FORBAIRT EAGRAÍOCHTA

vii. Comhlíonadh Corparáideach agus Rialachais

Is é an tAcht um Boird Oideachais agus Oiliúna 2013 an phríomhreachtaíocht lena rialaítear clár oideachais agus oiliúna. Ciorclán na Roinne Lánaimseartha agus Leanaí Litreacha 0018/2015. Ba cheart “an **Cód Cleachtais do Rialachas na mBord Oideachais agus Oiliúna**”, cé gur leagtar amach treoirínte i gcásanna áirithe, a mheas go príomha mar shraith caighdeán do chomhaltaí agus d'fhoireann an Bhoird. Beifear ag súil go gcinnteoidh comhaltaí agus baill foirne go bhfuil na gníomhaíochtaí seo maidir le BOOCM á rialú de réir na gcaighdeán seo i gcónaí, go litriúil agus go spioradálta.

- **Iniúchadh ar Chomhlíonadh Chód Cleachtais do Rialachas na mBord Oideachais agus Oiliúna**

I mí an Mhárta 2018, rinne BOOCM athbhreithniú ar an iniúchadh ar chomhlíonadh an Chóid ag baint úsáide as uirlis iniúchta a d'fhorbair Árachas Comhlachtaí Poiblí na hÉireann (IPB). Léirigh an t-athbhreithniú ar an iniúchadh go raibh leibhéal inghlactha comhlíonta againn. D'eisigh an Roinn Oideachais agus Scileanna Cód Cleachtais nua maidir le Rialachas na mBord Oideachais agus Oiliúna in Eanáir 2019 agus díreoimid in 2019 ar an leibhéal comhlíonta a fheabhsú chun feabhas leanúnach a léiriú agus corpas dearbhaithe a chruthú do BOOCM.

- **Bainistíocht Riosca**

Thug Bord Oideachais agus Oiliúna an Chabháin - Mhuineacháin faoi roinnt gníomhaíochtaí in 2018 chun tacú le bainistíocht riosca fiontair agus chun dea-rialachas a léiriú. Ba é an bonn fianaise taca don obair seo ná reachtaíocht a bhaineann le BOOCM agus an Cód Cleachtais do Rialachas na mBord Oideachais agus Oiliúna (An Roinn Oideachais agus Scileanna, Litir Chiorcláin 0018/2015). Cuireadh i gcrích na haschuir seo a leanas i rith na bliana:

4. Athbhreithniú agus nuashonrú ráithiúil ar an gClár Riosca Corparáideach
5. Athbhreithniú agus nuashonrú ráithiúil ar an gClár Riosca Breisoideachais agus Oiliúna
6. Athbhreithniú agus nuashonrú ráithiúil ar an gClár Riosca Scoileanna

Díríodh ar na príomhrioscaí a aithint a d'fhéadfadh cosc a chur ar sheachadadh Ráiteas Straitéise BOOCM. Cuireadh na príomhrioscaí seo faoi bhráid an Choiste Iniúchta agus bhí obair ar bun i gcónaí ar na rioscaí a aithníodh a bhainistiú agus a laghdú agus rinneadh réimsí nua riosca a aithint.

- **Forbairt an Chórais Bhainistíochta Sábháilteachta**

Bhí BOO an Chabháin agus Mhuineacháin ríthábhachtach i mbunú Ghrúpa Stiúrtha Tionscadail Chórais Bainistíochta Sábháilteachta an BOO le tacaíocht ó Árachas IPB. Is é

cuspoir ghrúpa stiúrtha an tionscadail córas bainistíochta sábháilteachta caighdeánaithe a fhorbairt do gach ceann den sé BOO déag. Is é ár bPríomhfheidhmeannach an Bainisteoir Tionscadail agus glacann ár nOifigeach Comhlíontachta páirt i ngrúpa stiúrtha an tionscadail fad agus a fhorbraíonn sé agus a sheachadann sé nósanna imeachta agus beartais chun tacú le bainistíocht rioscaí sábháilteachta, sláinte agus leasa fostaithe. Leanadh den chéim chomhairliúcháin den tionscadal i rith 2018, agus d'éascaigh BOOÉ cruinniú le ceardchumainn earnála, le hionadaithe ó ghrúpa stiúrtha an tionscadail agus le foireann IPB. Cuirfidh aschuir an tionscadail luach leis an BOOCM uile agus tacóidh sé linn chomh maith chun minicíocht teagmhais agus éilimh fostaithe a laghdú a mbíonn tionchar acu sa deireadh ar dhaoine, BOOCM agus préimheanna árachais.

Sheol an tÚdarás Sláinte agus Sábháilteachta agus an Roinn Oideachais agus Scileanna na Treoirí nua ar Bhainistiú Sábháilteachta, Sláinte agus Leasa i mBunscoileanna san Fhómhar in 2018 le sraith ceardlann réigiúnach do Phríomhoidí.

Cuireadh tús le hobair ar thionscadal píolótach ina bhfuil dhá BOO ag obair, ag obair le sainchonraitheoir sláinte agus sábháilteachta (Quadra), ar fhorbairt teimpléad saincheaptha Ráiteas Sábháilteachta do scoileanna. Tá an obair seo treoraithe ag meascán de threoirí HSA agus an obair a rinne Grúpa Stiúrtha Tionscadal an Chórais Bhainistíochta Sábháilteachta.

- **Saoráil Faisnéise**

D'fhoilsigh Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin a Scéim Foilseacháin um Shaoráil Faisnéise, de réir Alt 8 den Acht um Shaoráil Faisnéise 2014.

Is féidir teacht ar an Scéim Foilseacháin ar www.BOOCM.ie agus tá cóip chrua ar fáil ar iarratas ón bPríomhoifig.

Liostaítear sa Scéim Foilseacháin faisnéis ar sheirbhísí BOOCM, ag féachaint do phrionsabail na hoscailteachta, na trédhearcachta agus na cuntasachta mar atá leagtha amach in Ailt 8 (5) agus 11 (3) den Acht. Déanfar an scéim a nuashonrú agus cuirfear leis ar bhonn rialta. In Eanáir 2018, thosaigh BOOCM ag foilsiú miontuairiscí chruinnithe BOO.

I rith 2018, fuair BOOCM fiche cúig (25) iarratas ar fhaisnéis faoin Acht um Shaoráil Faisnéise. Astu seo, b'ionann ocht n-iarratas déag agus faisnéis neamhphearsanta a rinne iriseoirí, baill an ghrúpa leasa agus baill den phobal. Ba é an cineál faisnéise neamhphearsanta a iarradh ná: sonraí maidir le costais a íoc le comhaltaí BOO; sonraí léasanna; leithdháileadh múinteoirí; tuarascálacha iniúchta inmheánaigh; cleachtais um chosaint leanaí agus earcaíocht; tairiscintí; agus eolas maidir le hoideachas reiligiúnach i scoileanna BOOCM. Foilsítear achoimre ar na hiarratais a fuarthas (Loga Nochta) ar shuíomh gréasáin BOOCM mar chuid den Scéim Foilseacháin um Shaoráil Faisnéise.

- **Cosaint Sonraí**

Le linn 2018 leanadh ar aghaidh le hullmhúcháin chun Rialachán Ginearálta Cosanta Sonraí (GDPR) an AE a thabhairt isteach, a bhí le tosú an 25 Bealtaine 2018. D'fhorbair grúpa tionscadail, a chuimsíonn ionadaí ó gach ceann den 16 BOO, beartais agus nósanna imeachta

a chomhlíonann an GDPR. Cuireadh tús leis an obair ar ghníomhaíochtaí próiseála sonraí BOOCM a mhapáil agus comhaontuithe próiseála sonraí agus comhroinnt shonraí a fhorbairt le tríú páirtithe. Ainmníodh ról an Oifigigh Cosanta Sonraí don Cheann Comhlíonta, bunaíodh seoladh ríomhphoist tiomnaithe, agus cláraíodh é leis an gCoimisiún um Chosaint Sonraí. Thug an OCS cuairt ar gach scoil agus d'fhreastail sé ar chruinnithe foirne chun an fhoireann a chur ar an eolas faoina gcuid freagrachtaí faoi GDPR. D'fhorbair BOO clár oiliúna ar líne ríomhfhoghlama GDPR don fhoireann agus chríochnaigh beagnach 500 ball foirne BOOCM é seo i rith na tréimhse ó mhí Mheán Fómhair go mí na Nollag 2018. Dhírigh na hionaid riaracháin ar íoslghdú sonraí agus reáchtáladh 'Lá Dí-thranglam' an-rathúil i mí Iúil 2018.

Sa tréimhse ón 25 Bealtaine go dtí an 31 Nollaig 2018 tuairiscíodh trí shárú sonraí don Choimisiún um Chosaint Sonraí. Measadh gur baol íseal iad na sárúithe seo do na hábhair sonraí, bhain earráid chléireachais le péire acu agus bhain an tríú ceann le doiciméid a ghoid. Rinneadh na sárúithe seo a bhainistiú laistigh den reachtaíocht GDPR agus cuireadh gníomh ceartaitheach i bhfeidhm.

- **Oiliúint agus tacaíocht leanúnach don Bhord Oideachais agus Oiliúna agus do Bhoird Bhainistíochta**

Le linn 2018 lean foireann riaracháin BOOCM ag soláthar tacaíochta agus oiliúna don BOO agus dá fhochoistí, lena n-áirítear Boird Bhainistíochta. I mí Mheán Fómhair 2018, fuair an Bord faisnéis maidir le GDPR, na himpleachtaí do BOOCM agus nuashonrú ar chur i bhfeidhm polasaithe, nósanna imeachta agus oiliúint foirne. I mí na Samhna 2018 cuireadh oiliúint ar fáil do chomhaltaí an Bhoird ina ról maidir le tacú lena scoil i gcur i bhfeidhm na Nósanna Imeachta agus Cigireachtaí nua um Chosaint Leanaí ag an ROS. D'fhreastail baill foirne agus comhaltaí boird ar na seisiúin go léir. Leanann an Roinn Seirbhísí Corparáideacha ag tacú leis an mBord agus leis na fochoistí trí thacaíocht riaracháin a sholáthar do chruinnithe agus tacaíonn sé le Boird Bhainistíochta trí threoir a sholáthar maidir le hullmhú cláir, tógáil nóiméad agus taifeadadh nóiméad.

viii. Foireann

Is fostóir suntasach é BOOCM sa réigiún a fhostaíonn thart ar 600 ball foirne lánaimseartha agus 600 ball foirne páirtaimseartha. Le linn 2018, le hathshannadh foirne ar bhonn sealadach agus buan go réimsí riachtanacha criticiúla cinntíodh seachadadh leanúnach na bpríomhsheirbhísí. Déanann BOOCM iarracht an fhoireann is fearr atá ar fáil a earcú agus a choinneáil. Aithnítear na tacair scileanna riachtanacha chun sármhaitheas eagraíochtúil a sheachadadh agus chun cur leis an gcumas chun dúshlán nua agus éabhlóideacha a chomhlíonadh, cuireadh oiliúint ar fáil i réimsí lena n-áirítear Acmhainní Daonna, Airgeadas, TF, Soláthar, Bainistíocht Chaipitil agus Rialachas. Tá BOOCM ag iarraidh i gcónaí an úsáid is fearr a bhaint as teicneolaíocht chun caighdeán seirbhíse níos fearr a chinntiú laistigh de na hacmhainní atá ar fáil.

ix. TCF

Baineann BOOCM úsáid as teaghlaim de fhreastalaithe comhad ar an láthair agus as Microsoft Office 365 le haghaidh ríomhphoist agus feidhmchlár eile bunaithe ar an ngréasán. Is é an plean fadtéarmach le haghaidh BOOCM ná bogadh ar shiúl ó sheirbhísí ar an láthair agus bogadh i dtreo seirbhíse bunaithe ar an ngréasán ina mbeadh na táirgí go léir ar fáil ar an ngréasán.

Tá BOOCM tar éis inlíon foirne a thabhairt isteach do gach ball foirne ar fud na scéime. Tá an inlíon seo ag rith ar Microsoft SharePoint atá mar chuid de shraith táirge Microsoft Office 365. Leis an bhfeidhmchlár, ceadaítear don fhoireann comhoibriú agus faisnéis a roinnt go héasca agus rochtain a fháil ar dhoiciméid lena n-áirítear beartais agus nósanna imeachta foirne a stóráiltear go lárnach agus is féidir rochtain a fháil orthu go slán ó áit ar bith ar ilfheistí lena n-áirítear fóin deisce, ríomhaire glúine agus fóin chliste.

Baineann BOOCM úsáid as Microsoft Teams atá ina uirlis chomhoibrithe a chuireann ar chumas na foirne comhoibriú foireann le foireann agus foireann le mac léinn. Is uirlis chumarsáide an-chumhachtach é seo agus baintear úsáid as faoi láthair ar fud na Scéime BOOCM.

Tá Bord Oideachais agus Oiliúna an Chabháin - Mhuineacháin (BOOCM) ar cheann de na ceannairí i dtéarmaí TFC laistigh d'earnáil an BOO ar bhonn náisiúnta. Faoi láthair tacaíonn TF BOOCM le 1,200 ball foirne agus 12,000 mac léinn ar bhonn laethúil i ngach ceann dár scoileanna agus dár n-ionaid oideachais i réigiún an Chabháin agus Mhuineacháin. Tugann TF BOOCM tacaíocht freisin do na feidhmchláir agus na córais éagsúla a theastaíonn ó úsáideoirí chun a gcuid oibre a dhéanamh.

Leanann an úsáid de TFC laistigh de scoileanna BOOCM ag ardú ag ráta an-ard go háirithe ó seoladh ár gclár ceannaire digiteach. Seoladh an tionscnamh foirne seo in 2017 agus d'aithin BOOCM grúpa foirne arna chomhordú ag BOOCM atá ag obair chun comhéadan mac léinn a fheabhsú don bhliain acadúil 2018/2019. Tá ardoiliúint saincheaptha á fáil ag na baill foirne seo ar an mbealach is fearr chun úsáid a bhaint as Oifig 365 i gcur chun cinn an teagaisc agus na foghlama ina seomraí ranga féin agus ar fud na scoile ina iomláine. Tá na baill foirne seo ag plé le baill foirne eile laistigh dá scoileanna agus dá n-ionaid féin agus tá an t-eolas a fhaigheann siad ag dul ar aghaidh dá gcomhghleacaithe laistigh dá ranna ábhair féin agus go ginearálta ar fud na scoile.

D'fhógair an tAire Oideachais agus Scileanna, Joe McHugh TD, infheistíocht bhreise de € 50 milliún i mbonneagar TFC do bhunscoileanna agus do mheánscoileanna. Is í an infheistíocht seo an tríú tráthchuid de chur i bhfeidhm Straitéis Dhigiteach an Rialtais do Scoileanna de luach €210 milliún. Mar chuid den chlár seo tá Plean ríomhfhoghlama comhlánaithe ag gach scoil BOOCM agus tá TFC BOOCM ag obair go dlúth le Bainistíocht na scoile mar ról tacaíochta lena chinntiú go bhfuil a gcuid pleananna oiriúnach don fheidhm ó thaobh na teicneolaíochta de. Ceann de phríomhthosaíochtaí na bpleananna scoile ná an bonneagar líonra laistigh den

scoil a fheabhsú agus go háirithe Wi-Fi na scoile. Le bliain anuas tá BOOCM ag leanúint ar aghaidh ag uasghrádú gach Wi-Fi scoile agus faoi láthair tá os cionn 550 Pointí Rochtana gan Sreang á mbainistiú acu ar fud a n-ionaid go léir. Rinneadh infheistíocht eile i bhfeistí múinteoirí soghluaiste a chinntíonn go bhfuil an-chumas ag foireann BOOCM glacadh le teicneolaíochtaí nua laistigh den oideachas.

Le linn 2017, rollaigh TF BOOCM Windows 10 amach ar bheagnach 3000 feiste ar fud na heagraíochta ar fad. Le linn 2018 chun slándáil agus cobhsaíocht a chinntiú ar eastát na gClient, tá BOOCM tar éis dul chun cinn a dhéanamh chun uasghrádú a dhéanamh ar windows 10 go dtí na leagain is déanaí.

D'fhostaigh Aonad Iniúchta Inmheánaigh an BOO saineolas KOIS Corporation Limited chun iniúchadh TFC iomlán a dhéanamh ar an earnáil. Críochnaíodh an t-iniúchadh seo in 2017 agus cuireadh an tuarascáil iniúchta i ngníomh. Tá BOOCM ag tabhair aghaidhe go réamhghníomhach ar mholtaí thorthaí na tuarascála iniúchta.

Tá an tslándáil fós ina príomhábhar imní do BOOCM go háirithe lenár seirbhísí néil Office 365. Príomhghné de shlándáil néil ná céannacht agus rochtain nuair a bhaineann sé le bainistiú ar n-acmhainní néil. Is féidir le húsáideoirí BOOCM rochtain a fháil ar acmhainní ag úsáid réimse gléasanna agus aipeanna ó áit ar bith i dtimpeallacht shoghluaiste néil. Mar thoradh air seo, ní leor díriú ar cé atá in ann rochtain a fháil ar acmhainn níos mó. D'fhonn an chothromaíocht idir an tslándáil agus an táirgiúlacht a bhaint amach, tá leibhéal níos airde slándála tugtha isteach ag BOOCM ar a dtugtar rochtain choinníollach a cheanglóidh ar an bhFoireann faisnéis bhreise logála a chur isteach nuair a bheidh siad ag teacht ar scam-sheirbhísí BOOCM ó lasmuigh den líonra corparáideach. Rinneadh an ghné nua slándála seo a thástáil go hiomlán agus cuireadh i bhfeidhm go hiomlán í don fhoireann go léir.

Tá bainistiú gléas soghluaiste Microsoft Intune curtha i bhfeidhm ag BOOCM. Feidhmchlár bainistíochta soghluaisteachta fiontair (EMM) is ea Intune a chuirfidh ar chumas BOOCM a shonraí corparáideacha a chosaint ar gach gléas soghluaiste lena n-áirítear ríomhairí glúine, táibléad agus fóin phóca. Mar chuid den tsraith Intune, tá BOOCM tar éis polasaithe Bainistíochta Feidhmchláir Soghluaiste (MAM) a ghíaráil agus a rolladh amach do gach ball foirne agus mac léinn BOOCM. Cosnaíonn polasaithe Intune MAM sonraí corparáideacha Oifig BOOCM 365 ag leibhéal an fheidhmchláir ar ghléasanna soghluaiste. Tá BOOCM ag clárú gléasanna soghluaiste corparáideacha ar bhonn leanúnach agus iad ag baint úsáide as slándáil dhlúth agus fhorfheidhmithe na bhfeistí seo.

x. Airgeadas

I rith 2018 tugadh isteach Way2Pay agus cuireadh i bhfeidhm é i ngach scoil i BOOCM. Is córas ar líne é Way2Pay a ligeann do scoileanna íocaíochtaí a iarraidh agus a fháil ó thuismitheoirí agus do thuismitheoirí na híocaíochtaí seo a dhéanamh ar líne. Cuireann an córas córas fáltais láithreach ar fáil a cheadaíonn réiteach agus iniúchadh iomlán ar ioncam scoile. Laghdaíonn sé freisin an riosca do mhic léinn airgead a thabhairt chuig scoileanna agus do scoileanna a

bhfuil suimeanna airgid acu san áitreabh. Déanfaidh BOOCM an tseirbhís seo a rolladh amach i seirbhísí eile de réir mar is cuí.

xi. Talamh agus Foirgnimh

Ba lá dearglitreach í an Chéadaoin, 09 Bealtaine 2018 do mhuintir Dhún an Rí agus na gceantar mórthimpeall nuair a ghearr an tAire Heather Humphreys an téip chun an mheánscoil nua den scoth de luach €15 mhilliún de chuid BOOCM a oscailt go hoifigiúil, Coláiste Dún an Rí. I láthair níos mó ná ceithre chéad aoi ar tugadh cuireadh dóibh, thug an tAire ómós dóibh siúd a d'oibrigh go dian gan staonadh le blianta fada chun campas oideachais den sórt sin a sholáthar sa bhaile. Mhol an tAire ina haitheasc na haitirí, an fhoireann deartha, na Comhairleoirí áitiúla, na baill BOOCM agus comhaltaí an Oireachtais chomh maith leis an bpobal i gcoitinne as a dtiomantas dochreidte an tionscadal a thabhairt chun críche go rathúil.



Déanann an tAire Humphreys oscailt oifigiúil Choláiste Dún an Rí 09 Bealtaine 2018

Críochnaíodh an síneadh d'fhoirgneamh scoile i gColáiste Bhréifne sa mhí Mheán Fómhair 2018 agus d'oscail an tAire Humphreys í go hoifigiúil ar an gCéadaoin, 12 Meán Fómhair 2018. Áirítear leis an bhforbairt seo:

- 10 seomra ranga
- Seomra grafaicí deartha agus cumarsáide
- 2 sheomra nuatheangacha iasachta
- 2 shaotharlann eolaíochta agus seomra ina bhfuil ealaín / ceardaíocht, eacnamaíocht bhaile, teicneolaíocht,
- Seomra léitheoireachta 60 suíochán

- Halla spóirt Corpoideachais
- Aonad Riachtanas Speisialta
- Seomra grúpa, limistéar ceoil agus drámaíochta, seomra reiligiúin le limistéar machnaimh agus oifig séiplíneach, mar aon le hoifigí agus limistéir stórála
- Áiseanna seomra foirne agus riaracháin



Osclaíonn an tAire Heather Humphreys an síneadh nua ag Coláiste Bhréifne go hoifigiúil an 12 Meán Fómhair 2018

Críochnaíodh obair ar athchóiriú agus ar shíneadh suntasach ag Coláiste Mhaodhóg, An Bábhún Buí in 2018 freisin. Seachadadh na hoibreacha seo:

- Dhá sheomra ranga breise
- Áiseanna leithris nua
- Feabhas mór ar fhorhalla agus ar chonairí

Ina theannta sin, rinne an Rannóg Talún agus Foirgneamh roinnt larratas ar Oibreacha Éigeandála, larratais ar Dheontas Caipitil Spóirt agus larratais ar Chóiríocht Bhreise chun cinn. Cuirtear gach iarratas rathúil ar aghaidh trí na céimeanna éagsúla a luaithis a thugtar cead. D'fhreastail an fhoireann ar oiliúint éagsúla i rith na bliana chun an t-eolas is airde a chinntiú chun riachtanais a gheallsealbhoirí a sheachadadh.

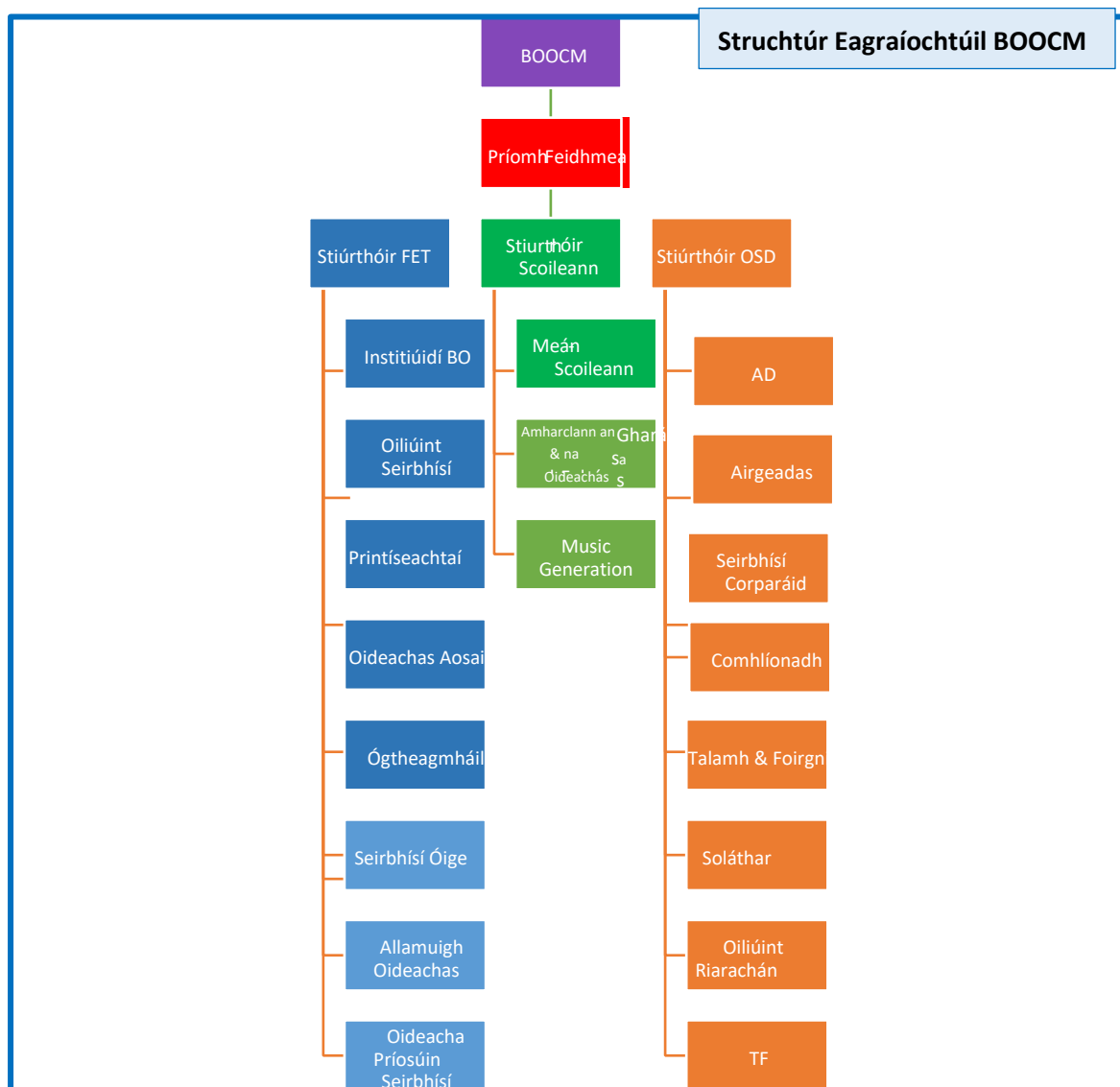
xii. Cumas Eagraíochtúil

Tá na hIonaid / Oifigí Riaracháin rithabhachtach d'oibríochtaí BOOCM. Tá Príomhoifig BOOCM lonnaithe i mBaile Mhuineacháin agus tá Fo-Oifig againn i mBaile an Chabháin. Feidhmíonn na hionaid seo mar mhol do gach ionad agus seirbhís BOOCM. Seachadtar na feidhmeanna Riaracháin trí struchtúr colúin, lena n-áirítear Acmhainní Daonna, Airgeadas, Talamh agus Foirgnimh, Seirbhísí Corparáideacha, Comhlíonadh, Soláthar, TF agus Riarachán Oiliúna.

Is iad spriocanna fhoireann an OSD ná feabhas a chur ar na próisis agus na nósanna imeachta a thacaíonn le dea-rialachas corparáideach i BOOCM agus a chinntiú go n-úsáidtear acmhainní Daonna, Airgeadais agus Bonneagair, atá oiriúnach do sheachadadh na seirbhísí túslíne go héifeachtach agus go héifeachtúil ar fud BOOCM.

I rith 2018, cuireadh tús le planáil agus réamhobair roimh aistriú fheidhm phárolla BOOCM go Seirbhísí Oideachais Comhroinnte Oideachais.

Déantar seirbhísí BOOCM a sheachadadh anois trí struchtúr atá dea-fheidhmithe, sruthlínithe mar atá leagtha amach thíos:



Tá an Príomhfheidhmeannach freagrach as bainistíocht feidhmiúcháin BOOCM agus tá freagracht iomlán air as feidhmíocht scoileanna, clár agus ionaid oiliúna. Tá Stiúrthóirí, Príomhoidí, Comhordaitheoirí agus Bainisteoirí na n-ionad seo freagrach as a mbainistiú laethúil.

Tuairisc ar sheachadadh Spriocanna Straitéiseacha 2018

Sprioc Straitéiseach 1: Seachadadh éifeachtach seirbhíse

Gníomhartha	Nuashonrú 2018
1. Áiseanna oideachais a fheabhsú agus a fhorbairt ar fud BOOCM	Tionscadail reatha a thabhairt chun críche. - Foirgneamh nua Choláiste Dún an Rí. - Síneadh mór le Coláiste Bhréifne. - Athchóirithe ar Choláiste Mhaodhóg Cuireadh tús le pleanáil agus iarratas ar fhaomhadh do thionscadail athchóirithe éagsúla. Forbraíodh áiseanna do Phrintíseachtaí Commis Chef agus Leictreachais. Cuireadh tús le comhairliúchán ar Thionscadal Scoil an Chabháin Thiar.
2. Lámhleabhar Oibríochtaí a fhorbairt do gach réimse oibre chun acmhainní foirne laistigh den BOO a bhainistiú agus a bharrfheabhsú go héifeachtach	Straitéis phleanála comharbais a fhorbairt lena n-áirítear lámhleabhair oibriúcháin chun leanúnachas na Seirbhíse a chinntiú - Ullmhaíodh céatadán mór de lámhleabhair - Le bheith ar fáil ar líne m.sh. SharePoint - Nuashonraithe de réir mar is gá ar bhonn rialta
3. Plean Oiliúna Eagraíochtúil a fhorbairt don fhoireann go léir a aithníonn réimsí tosaíochta sonracha.	Comhairliúchán le gach rannóg chun riachtanais oiliúna a aithint. Críochnaíodh suirbhé scileanna do shraith Microsoft Office. Eolas a thabhairt don Fhoireann maidir le forbairtí nua, comhlíonadh agus nuashonruithe ar imeachtaí leanúnacha m.sh., Straitéis, GDPR, Slándáil TF. Oiliúint don fhoireann i RGCS, soláthar, aoisliúntas, clár maoine, dlí oideachais críochnaithe agus leanúnach. FGL leanúnach - bainistíocht ama, spreagadh agus folláine. Tá FGL Gairmiúil Ginearálta maidir le feidhmchláir Microsoft O365 éagsúla curtha i gcrích. Forbraíodh infrastruchtúr chun úsáid tiomána / SharePoint amháin a éascú ag Riarachán.
4. Cairt eagrúcháin le róil agus freagrachtaí gaolmhara	Déantar cairt eagraíochta a nuashonrú go rialta agus a scaipeadh ar gach Scoil / Institiúid agus Ionad
5. Plean Tras-Traenála	Plean le forbairt agus riachtanais reatha agus riachtanais an duine aonair agus na n-eagraíochtaí á gcur san áireamh. Aiseolas a lorg ón bhfoireann nuair a bheidh na lámhleabhair críochnaithe, sainaithe an oiliúint a

	theastaíonn trí anailís mhionsonraithe ar riachtanais scileanna do na rannóga éagsúla.
6. Dea-Rialachas Corparáideach chun cuntasacht a chinntiú.	Bainistíocht Riosca: • Clár riosca ullmhaithe agus athbhreithnithe gach ráithe. • Ceardlanna le Ionadaithe IPB agus Bainistíocht BOO. D'fhreastail scoileanna, BO agus Bainistíocht Riaracháin ar cheardlanna IPB. • D'fhreastail múinteoirí ábhar sainiúil m.sh. Adhmadóireacht agus Miotalóireacht ar cheardlanna IPB. • Iniúchadh ar sheomraí praiticiúla i scoileanna. • Tá Bainistíocht Riosca ar chlár oibre na gCruinnithe Bainistíochta Sinsearaí uile • Tuairisciú agus athbhreithniú ráithiúil, dhá uair sa bhliain agus go bliantúil ag brath ar rátáil riosca. • Clár Riosca Nuashonraithe curtha i láthair ag gach cruinniú Iniúchta. Gach spriocdháta le haghaidh tuairisciú reachtúil agus tuairisciú do ghníomhaireachtaí maoinithe curtha i gcrích. Athbhreithníodh agus críochnaíodh an Beartas Soláthair de réir an teimpléid náisiúnta.
7. Úsáid TFC a fhorbairt i scoileanna	Úsáid leanúnach TFC laistigh de Scoileanna BOOCM agus an Plean Ríomhfhoghlama a chur chun cinn chun aonfhoirmeacht an chineáil trealaimh agus na cáilíochta a chinntiú. Infheistíocht leanúnach i bhfeistí nua agus uasghrádú feistí go Windows 10 Infheistíocht i gCrua-earraí agus infreastruchtúr TF i ngach scoil, maoinithe ag an Straitéis Dhigiteach do Scoileanna ó ROS Uasghrádú ar Wi-Fi uile na scoile, faoi láthair tá os cionn 550 Point Rochtana Gan Sreang á mbainistiú ag gach ionad BOOCM. Infheistíocht i ngléasanna múinteoirí soghluaiste

Sprioc Straitéiseach 2: Cumarsáid BOOCM a fhorbairt

Gníomhartha	Nuashonrú 2018
1. Córais chumarsáide agus faisnéise inmheánaí éifeachtach.	Athbhreithniú a dhéanamh ar struchtúr inmheánach cumarsáide chun an úsáid is fearr a bhaint as an acmhainn TF reatha chun malartú faisnéise a éascú. Cruinnithe bainistíochta níos rialta - cruinnithe seachtainiúla Stiúrthóirí, cruinnithe Cheann Rannóige gach 6/8 seachtaine. Tuairiscíonn Ceannairí na Rannóige don Fhoireann maidir le saincheisteannta suntasacha. Bonneagar forbartha chun úsáid Microsoft Office 365 Teams/OneDrive/ SharePoint a éascú don Riarachán.
2. Straitéis chumarsáide éifeachtach a dhéanfaidh próifíl ar sheirbhísí BOOCM laistigh den dobharcheantar.	Dréacht-Straitéis Chumarsáide forbartha, le leasú agus le comhdhlúthú. Iniúchadh ar asraonta meán sóisialta BOOCM. Oiliúint Twitter agus LinkedIn curtha ar fáil don fhoireann lárnach.
3. A chinntiú go bhfuil rochtain ag an bpobal ar shonraí fíor-ama.	Coinnítear an láithreán gréasáin cothrom le dáta 2018. Tá dualgas ar gach seirbhís / rannóg a chinntiú go bhfuil a gcuid sonraí cothrom le dáta trí nuashonruithe a sheoladh chuig TF tríd an Deasc Chabhrach. Nuashonraítear Scéim Foilseacháin um Shaoráil Faisnéise go rialta. Cuireadh Miontuairiscí BOO leis ó mhí Eanáir

Sprioc Straitéiseach 3: Leathnóidh BOOCM a chumas eagraíochtúil a bheith solúbtha agus réamhghníomhach chun freagairt do riachtanais áitiúla agus náisiúnta.

Gníomhartha	Nuashonrú 2018
1. Dul i ngleic le straitéisí náisiúnta.	Freastalaíonn baill foirne ábhartha agus bíonn siad gníomhach i gcruinnithe náisiúnta - FORA BOO
2. Cumas inmheánach a fhorbairt chun seirbhísí a sheachadadh do ghníomhaireachtaí agus do chomhlachtaí oideachais eile	Seirbhísí a sholáthar d'eagraíochtaí lasmuigh de shainchúram ginearálta an BOO, ar nós bunscoileanna agus meánscoileanna, TF do mheánscoileanna neamh-BOO. - Nuashonrú rialta ón Rannóg TF maidir le soláthar Seirbhísí TF i scoileanna Neamh-BOO. Gach scoil neamh-BOO ar tugadh cuairt uirthi, agus idirbheartaíocht déanta ar chonradh nua. - An Rannóg Talún agus Foirgneamh ag soláthar seirbhís chomhairleach do bhunscoileanna a bhainistíonn síntí

	Seisiúin faisnéise GDPR curtha ar fáil d'institiúidí oideachais seachtracha
	Críochnaíodh obair ar phróiseas féidearthachta éagsúlachta / athchumraíochta. ROS chun é a fhoilsiú in 2019 d'fhonn an fhéidearthacht go mbeidh an BOO mar phátrún Scoileanna Náisiúnta Pobail.

Sprioc Straitéiseach 4: Éifeachtúlachtaí eagraíochtúla a uasmhéadú

Gníomhartha	Nuashonrú 2018
1. An úsáid is fearr is féidir a bhaint as bonneagar TFC.	Oiliúint Sainiúil TF ar Shlándáil, comhlíonadh, SharePoint, OneDrive Ag baint úsáide as Microsoft Office 365 chun comhlíonadh a chinntiú maidir le slándáil phearsanta, lena n-áirítear athrú phasfhocal rialta agus fíordheimhnithe dhá fhachtóir a ghairáil nuair atá rochtain á fáil acu ar scamall BOOCM ó lasmuigh den líonra corparáideach.
2. Scrúdaigh gach oibríocht chun ionchur láimhe a laghdú.	Chuathas i gcomhairle le Cinn Rannóige chun príomhghníomhaíochtaí / oibríochtaí dlúthshaothair a aithint. Dréachtphlean le hullmhú in 2019, i gcomhairle le TF.
3. Déan athbhreithniú ar chórais / pacáistí atá in úsáid faoi láthair.	Clár de na ceadúnais bogearraí go léir curtha i gcrích. Cuireadh tús le hathbhreithniú ar gach pacáiste agus a bhfeidhmiúlacht faoi seach, lena n-áirítear scoileanna.

Berni Power

Stiúrthóir Tacaíochta agus Forbartha Eagraíochta



CUID 3

7. Rialachas Corparáideach agus Airgeadas

7.1 RIALACHAS CORPARÁIDEACH

Comhlíonann Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin an Cód Cleachtais um Rialachas na mBord Oideachais agus Oiliúna, Ciorclán 0018/2015 na Roinne Oideachais agus Scileanna. Is é cuspóir an chóid a chinntiú go gcuireann BOOCM prionsabail an dea-rialachais agus na bainistíochta i bhfeidhm.

Bord Oideachais agus Oiliúna An Cabhán agus Mhuineacháin

Tá 21 ball ar Bhord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin agus tá sceideal foirmiúil feidhmeanna forchoimeádta dó féin. Tacaíonn reachtaíocht le feidhmeanna forchoimeádta agus áirítear leo beartais, pleanáil, monatóireacht agus glacadh na gcuntas / na tuarascála bliantúla. Faigheann an BOO tacaíocht ó Fheidhmeannas atá freagrach as pleananna a chur i bhfeidhm, bainistíocht laethúil agus feidhmeanna nach bhfuil forchoimeádta don BOO. Tá struchtúr eagraíochtúil i bhfeidhm le leibhéil údaráis agus struchtúir tuairiscithe atá sainithe go soiléir.

Ceanglaítear ar bhaill BOO agus ar bhaill foirne ainmnithe Nochtadh Leasanna bliantúla a sholáthar maidir le saincheisteanna a d'fhéadfadh tionchar ábhartha a imirt ar fheidhmíocht na bhfeidhmeanna. Ina theannta sin, ghlac an BOOCM le Cód Iompair agus cuireadh é seo ar fáil do na baill agus don fhoireann ar fad.

Tagann an BOO le chéile gach dhá mhí, agus coinnítear clár tinrimh. Faigheann baill clár oibre agus páipéir roimh chruinnithe. Tá aon fhaisnéis bhreise a bhaineann le ról an BOO ar fáil go héasca. Déantar miontuairiscí a chothabháil agus a ghlacadh chun tacú le cruinnithe BOO.

Cuirtear lámhleabhair oiliúna ar fáil do chomhaltaí ina leagtar amach a bhfeidhmeanna agus a bhfreagrachtaí. Tá rochtain dhíreach ag baill ar an bPríomhfheidhmeannach. Tá nósanna imeachta i bhfeidhm freisin do chomhaltaí, chun a ndualgais a chomhlíonadh, chun comhairle ghairmiúil a ghlacadh.

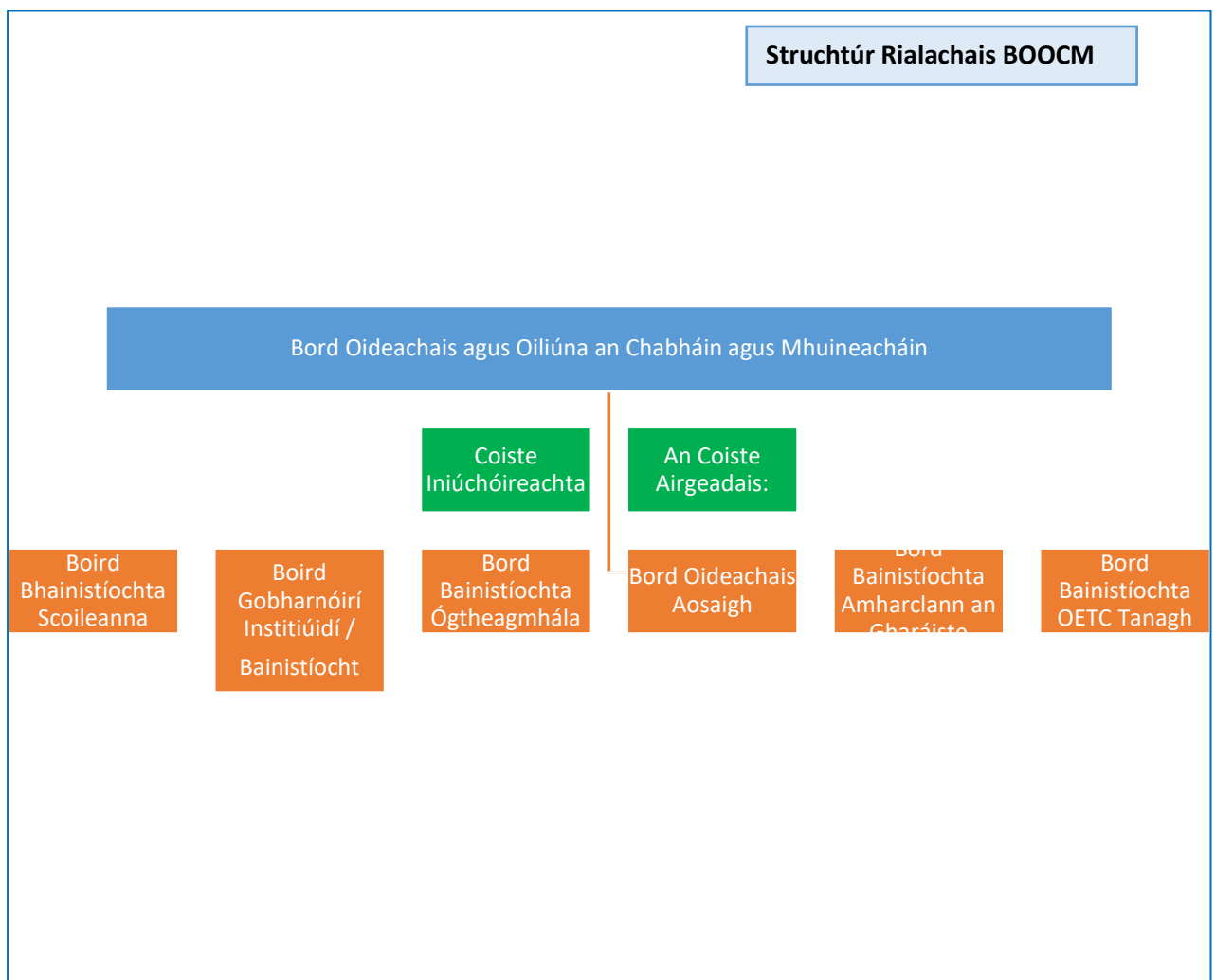
Fochoistí

Tá Fochoistí bunaithe ag BOOCM, a chuimsíonn comhaltaí BOO, agus páirtithe leasmhara ábhartha eile. Ainmníonn an BOO cathaoirleach na bhFochoistí seo agus cuirtear téarmaí tagartha mionsonraithe ar fáil.

Tá an **Coiste Iniúcháireachta** freagrach as monatóireacht a dhéanamh ar an bhfeidhmeannas i gcomhlíonadh a fheidhmeanna agus soláthraíonn sé dearbhuithe don BOO maidir le leordhóthanacht agus éifeachtacht na bpróiseas rialaithe inmheánaigh. Faigheann an Coiste Iniúcháireachta tuairiscí ón mbainistíocht agus an t-iniúchadh seachtrach agus inmheánach. Faigheann an BOO miontuairiscí cruinnithe ón gCoiste Iniúcháireachta agus tugann sé aird ar a thuarascáil maidir le ráiteas rialaithe inmheánaigh a ghlacadh agus na cuntais bhliantúla a cheadú.

Tá an **Coiste Airgeadais** freagrach as athbhreithniú a dhéanamh ar ioncam / caiteachas BOOCM, ar mhórchonarthaí agus ar ghnéithe airgeadais na bPleananna Oideachais agus Seirbhíse. Faigheann an BOO miontuairiscí an choiste airgeadais lena mbreithniú agus chun cabhrú le dearbhú a thabhairt go bhfuil na Pleananna Oideachais agus Seirbhíse á mbaint amach.

Áirítear leis na coistí eile a bhunaigh an BOO na **Boird Bhainistíochta Scoile**, an **Bord Bainistíochta Ógtheagmhála**, an **Coiste um Obair Ógra**, an **Bord Oideachais Aosaigh**, **Bord OETC Tanagh** agus **Bord Amharchlann an Gharáiste**.



7.2 CEANNOIFIG/IONAD RIARACHÁIN

Tá an fheidhm Riaracháin lárnach d'oibríochtaí BOOCM. Tá an Phríomhoifig lonnaithe i Sráid an Mhargaidh, Muineachán agus tá an Fo-Oifig i bhFaiche Radharc na hEaglaise, An Cabhán. Seachadtar na feidhmeanna Riaracháin trí struchtúr cúig cholún, lena n-áirítear Acmhainní Daonna, Airgeadas, TF, Bainistíocht Caipitil agus Seirbhísí Corparáideacha. Déanann Cean Roinne a thuairiscíonn do Stiúrthóir OSD maoirseacht ar gach colún.



Tá an Príomhfheidhmeannach (CE) freagrach as bainistíocht feidhmiúcháin BOOCM agus tá freagracht fhoriomlán aige as feidhmíocht scoileanna agus ionad. Tá Príomhoidí, Stiúrthóirí, Bainisteoirí agus Comhordaitheoirí na scoileanna agus na n-ionad seo freagrach as a mbainistiú ó lá go lá.

8. Ráiteas an Chathaoirligh

Ráiteas an Chathaoirligh Bhord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin

faoi Alt 19.1 den Chód Cleachtais um Rialachas Bhoird Oideachais agus

Oiliúna

19.1(i) Forbairtí Suntasacha Airgeadais Eanáir– Nollaig 2018:

- **Tionscadail Tógála**
- Coláiste Dún an Rí gnóthú agus críochnú
- Críochnaíodh Coláiste Bhréifne le síneadh nua €9m agus bhog an scoil isteach sa chóiríocht nua seo i Meán Fómhair 2018
- Oibreacha Athchóirithe agus Uasghrádaithe ar San Mhaodhóg
- Cuntas Deiridh Choláiste Bhaile na Lorgan
- Tionscadal Rochtana (Inmheánach) Choláiste Chnoc na Feá

- **Troscán agus Trealamh Scaoilte**
- Dul Chun Cinn deanta ar Shíneadh Choláiste Bhréifne
- Dul Chun Cinn deanta ar Shíneadh Choláiste Bhaile na Lorgan
- Dul Chun Cinn deanta ar an Scoil Nua ag Coláiste Dún an Rí

- **agus an Teampaill Mhóir**
- €175,578 á riaradh le haghaidh Bounce Back South East le haghaidh seachadadh seirbhíse
- €130,094 Bounce Back West Chabháin le haghaidh seachadadh seirbhíse
- €36,832 do Thionscadal ISPC Mhuineacháin
- €125,139 Seirbhísí Óige Include do Chluain Eois agus Béal Átha Beithe
- €45,372 do Scéimeanna Deontais Óige Áitiúla
- €33,524 do Mhaoiniú Caipitil Óige

19.1 (ii) Nósanna Imeachta Cuí

Tá na nósanna imeachta cuí go léir maidir le tuairisciú airgeadais, iniúchadh inmheánach, taisteal, soláthar agus diúscairtí sócmhainní á ndéanamh;

19.1(iii) Córais um Rialú Inmheánach

Tá ráiteas ar an gcóras rialaithe inmheánaigh san fhormáid atá leagtha amach in Aguisín XI den chód faoi cheangail;

19.1 (iv) Cód Iompair

Cuireadh na Cóid Iompair do Bhaill Foirne agus do Chomhaltaí an Bhoird i bhfeidhm agus cloíodh leo, chomh fada agus is eol don Bhord;

19.1 (v) Beartas ar Phá

Táthar ag cloí le beartas an Rialtais maidir le pá;

19.1 (vi) Imeachtaí Suntasacha tar éis an Chláir Chomhardaithe

Níl aon imeacht shuntasach tar éis an chláir chomhardaithe;

19.1 (vii) Caipiteal

Fuarthas cead i scríbhinn sular tabhaíodh caiteachas caipitil. Táthar ag cloí leis na Treoirínte maidir le Breithmheas agus Bainistiú na dTograí Caiteachais Chaipitiúil agus an Creat Bainistíochta Oibreacha Caipitiúla;

19.1 (viii) Diúscairt Talún/Maoine

Níor dhiúscair an Bord aon talamh/maoin;

19.1 (ix) Diúscairt Sócmhainní nó rochtain ar mhaoín nó ar bhonneagar a dheonú le haghaidh socruithe tráchtála le tríú páirtithe.

Níor dhiúscair an Bord aon shócmhainní nó rochtain ar mhaoín nó ar bhonneagar a dheonú le haghaidh socruithe tráchtála le tríú páirtithe.

19.1 (x) Léasanna

Faightear cead i scríbhinn ón Roinn Oideachais agus Scileanna sula ndéantar aon léasanna nua;

19.1 (xi) Oibleagáidí faoin dlí Cánach

Chomhlíon CMETB a oibleagáidí faoin dlí cánach;

19.1 (xii) Plean Soláthair Chorporáidigh

Tá rochtain ar shonraí / tuairisciú agus códú caighdeánaithe ina réamhriachtanas chun Plean Soláthair Chorporáidigh a tháirgeadh. Ag Leibhéal Náisiúnta, tá teimpléad plean chaighdeánaithe agus códú airgeadais earnála leagtha amach ag meitheal BOO i gcomhar le PRSU in BOOÉ agus ag an tSeirbhís Soláthair Oideachais i Ráithe 2 de 2018 agus Ráithe 1 de 2019 chun cabhrú le BOOanna aonair an Plean Soláthair Chorporáidigh a chomhlánú a dhéanfar riachtanais soláthair an Bhoird amach anseo a leagan amach. Tá ceardlanna an Phlean Soláthair Chorporáidigh pleanáilte do Ráithe 2 de 2019 agus beidh BOOCM tiomanta dóibh freastal orthu agus tabhairt faoin anailís riachtanach ar chaiteachas ar sholáthar agus ar na caighdeáin soláthair agus ceannaigh. Éascóidh an Plean Soláthair Chorporáidigh pleanáil BOOCM do riachtanais soláthair amach anseo tríd an bPlean Soláthair Ilbhliantúil 3 bliana (MAPP).

19.1 (xiii) Beartas Taistil

Táthar ag cloí le riachtanais bheartas taistil an Rialtais i ngach slí.

19.1 (xiii) Cód Cleachtais maidir le Rialachas na mBord Oideachais agus Oiliúna

Ghlac an Bord leis an gCód Cleachtais (Ciorclán 0018/2015) agus tá sé ag cloí leis sin chun críocha na Ráiteas Airgeadais 2018 mar a mhol an Roinn Oideachais agus Scileanna.

D'fhaomh Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin leis an Ráiteas seo ag a chruinniú a tionóladh an 26 Márta 2019

Sínithe: Seamus Coyle

Cathaoirleach

Dáta: 26-03-19

8.1.Sonraí Thuarastal an Phríomhfheidhmeannaigh

De réir na scálaí pá a d'fhaomh an Roinn Oideachais agus Scileanna íocadh leis an bPríomhfheidhmeannach sa bhliain dar críoch 31 Nollaig 2018 mar seo a leanas:

B'ionann an pacáiste luach saothair CE don bhliain agus:

Tuarastal Bunúsach	111,010
Eile	--
	111,010

Níor thug an CE faoi aon taisteal eachtrach chun críocha gnó BOO i rith na tréimhse.

Is ball é an Príomhfheidhmeannach de scéim neamh-mhaoinithe sochair phoiblí na hearnála poiblí agus ní sháraíonn na teidlíochtaí pinsin na teidlíochtaí caighdeánacha atá ar fáil faoin scéim.

8.2.Sonraí faoi Speansais Chomhaltaí

Íoctar speansais le comhaltaí Boird chun taisteal chuig cruinnithe a bhaineann leis an mBord.

Is mar seo a leanas na speansais chomhiomlána a íocadh le gach comhalta sa bhliain dar críoch 31 Nollaig 2018:

COMHALTA AN BHOIRD	REACHTÚIL	AGALLAMH	COMHDHÁLACHA/	EILE	IOMLÁN	Líon na gcruinnithe a bhfhreastal aódh orthu
	CRUINNITHE	BOIRD	SEIMINEÁIR			
Aidan Campbell	€126.30			€43.89	€204.68	8/9
Carmel Brady	€315.77	€207.81		€149.60	€673.18	8/9
Cathy Bennett	€202.56			€88.68	€291.24	7/9
Clifford Kelly	€592.18	€469.20	€469.20	€1,033.57	€2,592.28	8/9
Colm Carthy	€739.73	€90.46	€343.83	€152.11	€1,326.13	8/9
Deirdre Kelly	€18.36				€18.36	1/9
Jacqui Lewis	€116.46			€120.93	€237.39	4/9
Joe McGrath	€1,215.45	€153.75	€1,856.85	€954.47	€4,180.52	8/9
June Donnery	€179.78	€172.99		€76.53	€429.30	8/9
Madeleine Argue	€497.37	€39.42			€536.79	9/9
Micheal Martin	€197.71	€17.39		€1,101.71	€1,316.81	7/9
Michelle Flynn	€526.91	€195.28		€69.40	€791.59	8/9
Paddy McDonald	€286.56		€387.27		€673.83	7/9
Paddy O'Reilly	€395.04				€395.04	7/9
PJ O'Hanlon	€191.71				€191.71	8/9
Sarah O'Reilly	€242.77	€82.42	€398.81		€724.00	7/9
Seamus Coyle	€347.85	€287.69	€282.39	€226.22	€1,144.15	7/9
Sean Fegan	€834.86	€1,011.32		€321.32	€2,167.50	8/9
Sean McKiernan	€559.04	€720.81	€1,042.42	€258.22	€2,580.49	8/9
Shane P. O'Reilly	€52.53				€52.53	2/9
Iomlán	€7,638.94	€3,448.54	€4,780.77	€4,596.65	€20,527.52	

8.3.Ráiteas an Chórais um Rialú Inmheánach

Ráiteas ar Fhreagrachtaí an Bhoird

Bunaíodh Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin an 1 Iúil 2013 faoi fhorálacha an Achta um Boird Oideachais agus Oiliúna 2013.

Éilítear le hAlt 51 den Acht sin ar an BOO, i cibé foirm agus i cibé tréimhsí cuntasáíochta a cheadaítear ag an Aire Oideachais agus Scileanna le toiliú an Aire Caiteachais Phoiblí agus Athchóirithe, na cuntais chuí is gnách ar airgead a fuarthas agus a chaitear.

Agus atá na cuntais sin á n-ullmhú aige, ceanglaítear ar an mBord:

- (a) na polasaithe cuntasáíochta caighdeánacha a chur i bhfeidhm chun ráitis airgeadais BOO a ullmhú
- (b) breithiúnais agus meastacháin chuntasáíochta atá réasúnta agus stuama a dhéanamh
- (c) aon imeacht ábhartha ó na polasaithe caighdeánacha cuntasáíochta a nochtadh agus a mhíniú.

Tá an Bord freagrach as leabhair chuntais chuí a choinneáil lena nochtar, le cruinneas réasúnta ag tráth ar bith staid airgeadais an Bhoird agus a chuireann ar a chumas a chinntiú go gcomhlíonann na Ráitis Airgeadais alt 51 d'Acht na mBord Oideachais agus Oiliúna 2013.

Tá an Bord freagrach freisin as a chuid sócmhainní a chosaint, agus dá bhrí sin chun bearta réasúnta a ghlacadh chun calaois agus neamhrialtachtaí eile a chosc agus a bhrath.

Cathaoirleach:

Síniú: Seamus Coyle

Dáta: 08-05-2019

Ráiteas an Chórais um Rialú Inmheánach

Freagracht as an gCóras um Rialú Inmheánach

Mar a fhoráiltear faoi Acht um Bhoird Oideachais agus Oiliúna 2013, tá BOO an Chabháin agus Mhuineacháin freagrach as athbhreithniú agus cinntiú a dhéanamh ar éifeachtacht chórais rialaithe inmheánaigh an BOO. Ghlac BOO an Chabháin agus Mhuineacháin go foirmiúil leis an gCód Cleachtais um Rialachas na mBord Oideachais agus Oiliúna an 23 Márta 2015. Bunaíodh na Coistí Iniúchta agus Airgeadais i Márta 2015.

Mar Chathaoirleach ar BOO an Chabháin agus Mhuineacháin, aithním an fhreagracht atá ar an mBord as a chinntiú go gcoinnítear agus go bhfeidhmítear córas rialaithe inmheánaigh éifeachtúil agus éifeachtach. Is é cuspóir an chórais sin a chinntiú go gcosnaítear sócmhainní, go ndéantar idirbhearta a údarú agus a thaifeadadh i gceart, agus go gcuirtear cosc ar earráidí nó neamhrialtachtaí ábhartha nó go mbraithfí iad i dtréimhse thráthúil.

Príomhnósanna Imeachta Rialaithe

Tá bearta glactha ag an mBord chun timpeallacht rialaithe chuí a chinntiú trí:

- Freagrachtaí bainistíochta agus foirne a shainiú go soiléir.
- Nósanna imeachta a bhunú chun teipeanna rialaithe suntasacha a thuairisciú agus chun gníomh ceartaitheach cuí a chinntiú.
- Nósanna imeachta a bhunú chun gach riosca a aithint agus a mheas a d'fhéadfadh cosc a chur ar an BOO a chuspóirí a bhaint amach.

Tá an córas rialaithe inmheánaigh i bhfeidhm ag BOO an Chabháin agus Mhuineacháin bunaithe ar:

- Nósanna imeachta riaracháin mionsonraithe
- Deighilt dualgais
- Údaruithe sonracha
- Seiceáil inmheánach
- Athbhreithniú míosúil bainistíochta ar thuarascálacha lena leagtar amach torthaí iarbhir agus buiséadaithe na gclár a fheidhmíonn an BOO.

Tá monatóireacht agus athbhreithniú an Bhoird ar éifeachtacht an chórais rialaithe inmheánaigh curtha ar an eolas leis na nithe seo a leanas:

- Obair an Choiste Iniúchta, lena ndéantar breithniú ar thuarascálacha iniúcháireachta inmheánaí agus ar thuarascálacha an Ard-Reachtair Cuntas agus Ciste (C & AG), agus a thuairiscíonn don bhord an bhfuil, i dtuairim an iniúcháir inmheánaigh, córais leordhóthanacha rialaithe inmheánacha i bhfeidhm.
- Príomhfheidhmeannach, atá freagrach as an gcreat rialaithe airgeadais.

- Moltaí a rinne an tArd-Reachtair Cuntas agus Ciste i litreacha bainistíochta nó i dtuarascálacha eile .

Soláthraíonn an tAonad Iniúchta Inmheánaigh - Boird Oideachais agus Oiliúna (AII-BOO) feidhm Iniúchta Inmheánaigh. Rinneadh an t-athbhreithniú iniúchta inmheánaigh is déanaí le linn 2017 agus cumhdaíodh TF. Is mar seo a leanas na rialuithe Córais TF agus Bainistíochta Líonra a chumhdaítear san iniúchadh seo:

- Leanúnachas Gnó / Pleanáil do Théarnamh tar éis Tubaiste
- Dearadh Gréasáin
- Socruithe do Théarnamh tar éis Tubaiste Seirbhísí TF Seachfhoinsithe
- Cúltaca agus Athchóiriú Córais TF
- Rialuithe Slándála Tairsí Líonra

Bunaithe ar an Tuarascáil Iniúchta, níl córas rialaithe inmheánaigh leordhóthanach ag BOOCM maidir leis na Córais TF agus Rialuithe Bainistíochta Líonra.

Tá roinnt moltaí á gcur chun cinn ag BOOCM ar leibhéal áitiúil agus náisiúnta agus tá gá le hacmhainní breise chun moltaí eile a chur chun cinn.

Athbhreithniú Bliantúil ar Rialuithe

Tá BOO an Chabháin agus Mhuineacháin tiomanta do chóras rialaithe inmheánach éifeachtúil, éifeachtach agus eacnamaíoch a oibriú. Dearbhaím go ndearna an Coiste Iniúchta athbhreithniú ar éifeachtacht an chórais rialaithe inmheánaigh don bhliain dar críoch 31 Nollaig 2018. Áiríodh leis seo athbhreithniú mionsonraithe ar gach tuarascáil iniúchta inmheánaigh do BOOCM ó bunaíodh é chomh maith le scrúdú a dhéanamh ar Leabhair Mhiontuairiscí an Bhoird, an Choiste Iniúchta agus an Choiste Airgeadais. Fuair an Coiste Iniúchta deimhniú ón bPríomhfheidhmeannach freisin go bhfuil an córas rialaithe inmheánaigh leordhóthanach agus oiriúnach chomh fada agus is féidir le réasún. Tá an dearbhú seo bunaithe ar dhearbhu a chuir bainisteoirí sinsearacha ar fáil.

Measann CMETB nár leor an leibhéal d'iniúchadh inmheánach a bhí ar fáil in 2018. Mar sin féin, táthar ag súil go gceartófar é seo in 2019.

Tá BOOCM tiomanta go hiomlán do chomhlíonadh le rialacháin agus treoirlínte soláthair AE agus náisiúnta. D'ainneoin sin, níl BOOCM in ann a chuid freagrachtaí go léir a chomhlíonadh faoi láthair maidir le rialacháin soláthair. Tá cásanna ann inar soláthraíodh earraí agus seirbhísí go háitiúil ag teacht le beartas soláthair BOOCM ach tá an luach carnach sna suíomhanna go léir níos mó ná an tairseach tairisceana náisiúnta.

In 2018, b'ionann an réimse neamhchomhlíonta agus:

- B'ionann agus thart ar € 247,000 na ceannacháin nach ndearnadh aon tairiscint náisiúnta ina leith. Ba iad na réimsí sonracha seo ná fruiú bus, soláthairtí miotail, soláthairtí

ceaintín, comhaontuithe cothabhála, diúscairt dramhaíola agus trealamh oideachais allamuigh.

Seo a leanas stádas na dtairiscintí le haghaidh trí cinn díobh seo a leanas:

Earra a Ceannaíodh	Dáta Tairisceana Foilsithe	Dáta le tairiscintí comhlánaithe a chur ar ais	Dáta ionchais a bhronnfar é
Fruiliú Bus	Tairiscint Earnála - is réimse tosaíochta é seo do BOOCM agus táthar ag súil go mbeidh muid san áireamh sa chéad tráinse do 2019		
Soláthairtí Miotail	31.01.2019	21.02.2019	08.03.2019
Soláthairtí Ceaintín	19.12.2018	28.01.2019	25.02.2019

- Dhéileáil BOOCM le soláthar fruiliú bus, soláthairtí miotail agus soláthairtí ceaintín. Tá BOOCM ag tabhairt tosaíochta do chomhaontuithe cothabhála, diúscairt dramhaíola agus trealamh oideachais allamuigh le haghaidh soláthair agus táthar ag súil le tairiscintí a chur i gcrích i 2019. I bhfianaise nádúr na heagraíochta agus méid an chaiteachais faoi chatagóirí agus faoi cheannuidil éagsúla, is dúshlán é comhlíonadh iomlán agus beidh sé fós ina dhúshlán. Leanfaidh BOOCM ar aghaidh ag déanamh monatóireachta ar gach réimse caiteachais agus tairisceana maidir le hearraí agus seirbhísí de réir mar is gá.

Sínithe: Seamus Coyle

Dáta: 08-05-2019

Seamus Coyle

Cathaoirleach

BOO an Chabháin agus Mhuineacháin

9. Tuarascáil Airgeadais - Cuntais neamhiniúchta do 2018

Ráitis Airgeadais - An Bhliain dar Críoch 31 Nollaig 2018

Gníomhaíochtaí agus Costais Phá

1 Príomhghníomhaíocht

Cuireann Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin oideachas agus oiliúint ar fáil ar fud chontaetha an Chabháin agus Mhuineacháin mar atá leagtha amach thíos:

Seirbhís	Líon na Suíomhanna	Líon na Rannpháirtithe *	Líon na dTairbhíthe ***
Dara Leibhéal & Iar-Ardteistiméireacht	13	5568**	-
Breisoideachas	34	-	7,276
Oiliúint	22	-	975
Ranganna Oíche / Páirtaimseartha	1	-	855

* Bunaithe ar Bhliain Acadúil 2018/2019 Clárú

** Duine a fhreastalaíonn ar chlár struchtúrtha lánaimseartha nó páirtaimseartha arna sholáthar ag BOO an Chabháin agus Mhuineacháin

*** Duine a bhaineann leas as seirbhís a sholáthraíonn BOO an Chabháin agus Mhuineacháin

2 Seirbhísí Eile

Feidhmíonn an Bord mar Ghníomhaire freisin agus ritheann sé Tionscadail Féinmhaoinithe.

Is éard atá i gceist le hobair na Gníomhaireachta ná clár a reáchtáil thar ceann eagraíochta nó mac léinn eile, de réir critéar comhaontaithe agus aisíoctar a chostas leis an mBord.

Is éard atá i gceist le Tionscadail Féinmhaoinithe ná cláir atá á rialú go hiomlán ag an mBord don Bhord nó d'eagraíochtaí eile.

3 Costais Phá

Is é an pá an príomhchostas don Bhord agus léiríonn an tábla seo a leanas na raonta pá agus agus líon na bhfostaithe i ngach raon:

Raon pá *	Líon na bhFostaithe	Costas in 2018 €
0 - 59,999	934	20,991,835
60,000 - 69,999	166	10,799,620
70,000 - 79,999	100	7,460,703
80,000 - 89,999	29	2,412,151
90,000 - 99,999	14	1,336,708
100,000 - 109,999	7	718,854
110,000 - 119,999	4	454,201
120,000 - 129,999	1	121,458
130,000 - 139,999	2	263,780
140,000 - 149,999	-	-
150,000 - 159,999	1	150,218
Iomlán:	1258	44,709,528

* Áirítear le raonta pá ÁSPC fostóirí.

Ní dhéanann an BOO ranníocaíochtaí pinsin i leith fostaithe

I gcomhréir leis na Bearta Airgeadais Éigeandála ar mhaithe le Leas an Phobail, rinne an BOO Asbhaintí a Bhaineann le Pinsean ó fhostaithe arbh ionann iad agus € **1,739,155.17** a cuireadh ar ais chuig an Roinn Oideachais agus Scileanna agus Tuisle.

Ráitis Airgeadais - An Bhliain dar Críoch 31 Nollaig 2018

Bunú an Bhoird Oideachais agus Oiliúna agus na bPolasaithe Cuntasaíochta

1 Bunú an Bhoird Oideachais agus Oiliúna

Bunaíodh Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin an 1 Iúil 2013 agus tá a chuid feidhmeanna leagtha amach in alt 10 d'Acht na mBord Oideachais agus Oiliúna 2013.

2 Polasaithe Cuntasaíochta Suntasacha

(a) Bunús na Tíolachta

Cuirtear na ráitis airgeadais i láthair san fhoirm atá faofa ag an Aire Oideachais agus Scileanna le toiliú an Aire Airgeadais agus an Aire Caiteachais Phoiblí agus Athchóirithe. Cuimsítear leo Ráiteas faoi Bheartais Chuntasaíochta, Ráiteas Oibriúcháin, Ráiteas faoi Shócmhainní Reatha agus Dliteanais Reatha agus nótaí leis na ráitis airgeadais.

Nuair is gá, tá na figiúirí comparáideacha don bhliain roimhe athluaite ar na boinn chéanna leis na boinn don bhliain reatha.

(b) Bunús an Ullmhúcháin

Sa Ráiteas Oibriúcháin Fáltais agus Íocaíochtaí i nGrúpáil Cláir cuirtear i láthair agus déantar an Barrachas / (Easnamh) Airgid mar thoradh air a choigeartú do ghluaiseachtaí féichiúnaithe agus creidiúnaithe eile chun toradh foriomlán na tréimhse a chinneadh ar bhonn fabhráithe.

Ullmhaítear an Ráiteas faoi Shócmhainní Reatha agus Dliteanais Reatha ar an mbonn fabhrúithe trí iarmhéideanna deontais stáit agus comhardaitheoirí eile a chinneadh ag méideanna a léiríonn an caiteachas gaolmhar a tabhaíodh de réir na rialacha maoinithe.

Tá Féichiúnaithe Tríú Páirtí san áireamh i Sócmhainní Reatha. Tá Dliteanais Phá agus Chostais san áireamh i nDliteanais Reatha.

(c) Sócmhainní Seasta Inláimhsithe

Tá na sócmhainní go léir a cheannaítear lena n-áirítear talamh agus foirgnimh, daingneáin agus feistis agus trealamh oiliúna íochta i mbliain an cheannaigh. Aithnítear deontais stáit chun ceannach sócmhainní inláimhsithe seasta a mhaoiniú sa bhliain chéanna.

(d) Stoic

Gearrtar gach stoc inchaite de réir mar a ceannaíodh iad.

(e) Aoisliúntas

Bronntar teidlíochtaí pinsin fhoireann BOO, iad siúd a d'aistrigh ó SOLAS san áireamh, faoi scéimeanna sochair shainithe.

Coinníonn an BOO asbhaintí aoisliúntais a dhéantar as pá fostaithe maidir leis na scéimeanna mar chuid de mhaoiniú comhaontaithe ón Státchiste, nó íoctar leis an Roinn Caiteachais Phoiblí agus Athchóirithe iad. Íoctar aoisliúntas faoin Scéim Pinsin Seirbhíse Poiblí Aonair.

Ní dhéanann an BOO aon ranníocaíochtaí i leith na scéimeanna.

Feidhmítear na scéimeanna neamh-mhaoinithe seo ar bhonn íoc mar a úsáidtear agus íocann Oifig Náisiúnta na Seirbhísí Comhroinnte na teidlíochtaí pinsin bliantúla thar ceann an BOO. Tá BOO freagrach as a bpinsin a riaradh. Cuireann an Roinn Oideachais agus Scileanna cistí pinsin ar fáil.

Ní dhearnadh soláthar sna ráitis airgeadais do chostas reatha na sochar todhchaí a fabhraíodh do bhaill foirne agus do phinsinéirí reatha faoi na scéimeanna seo.

(f) Cíosanna Léasa

Gearrtar gach cíos léasa de réir mar a thabhaítear iad.

Ráiteas Oibriúcháin don Bhliain dar Críoch 31 Nollaig 2018

	Nóta	Bliain dar críoch 31/12/2018 €	Bliain dar críoch 31/12/2017 €
FÁLTAIS			
Deontais Iar-bhunscoile & Ceann-Oifige	1	40,349,596	37,204,757
Deontais Breisoideachais agus Oiliúna	2	16,403,196	16,654,875
Deontais Sheirbhísí Tacaíochta do Mhic Léinn	3	-	3,000
Deontais Sheirbhísí Óige	4	714,825	1,005,696
Gníomhaireachtaí & Tionscadail Féinmhaoinithe	5	5,601,361	4,979,690
Deontais Chaipitil	6	4,190,662	15,315,371
		67,259,640	75,163,389
ÍOCAÍOCHTAÍ			
Iarbhunscoileanna & An Phríomhoifig	7	40,307,059	37,574,205
Breisoideachas agus Oiliúint	8	15,909,480	16,408,425
Seirbhísí Tacaíochta do Mhic Léinn	9	21,948	12,968
	1		
Seirbhísí Óige	0	838,148	883,043
Gníomhaireachtaí & Tionscadail Féinmhaoinithe	5	5,822,687	5,263,818
Caipiteal	6	4,278,630	15,695,272
		67,177,953	75,837,731
Barrachas / (easnamh) airgid thirim don bhliain		81,687	(674,342)
Gluaiseacht i nglan-sócmhainní reatha eile	21	(120,288)	627,092

Barrachas / (Easnamh) ioncaim charnaigh don Bhliain	(38,600)	(47,250)
Barrachas/(easnamh) ioncaim amhail an 1 Eanáir	(1,637,580)	(1,590,330)
Barrachas/(easnamh) ioncaim amhail an 31 Nollaig	(1,676,180)	(1,637,580)

Sínithe: Seamus Coyle
Cathaoirleach

Sínithe: John Kearney
Príomhfheidhmeannach

Dáta: 08-05-2019

Dáta: 08/05/2019

Tá na nótaí ar leathanaigh 10 go 26 ina gcuid de na ráitis airgeadais seo

**Ráiteas maidir le Sócmhainní Reatha agus Dliteanais Reatha amhail
an 31 Nollaig 2018**

	Nóta	31/12/2018	31/12/2017
		€	€
Sócmhainní Reatha			
Deontais Stáit Athfhillteacha	13	1,490,050	1,286,106
Deontais Stáit Caipitil	14	-	370,274
Ioncam Athfhillteach Eile	15	649,956	219,892
Féichiúnaithe Thríú Páirtí	16	877	10,792
Iarmhéid Bainc		3,762,397	3,680,708
		5,903,280	5,567,772
Dliteanais Reatha			
Deontais Stáit Athfhillteacha	17	1,619,700	1,757,073
Deontais Stáit Caipitil	18	794,119	919,402
Ioncam Athfhillteach Eile	19	1,864,418	999,980
Dliteanais Phá & Costais	20	3,301,223	3,528,897
		7,579,460	7,205,352
Glan-Sócmhainní / (Dliteanais) Reatha		(1,676,180)	(1,637,580)
Ionadaithe ag			
Barrachas / (easnamh) ioncaim		(1,676,180)	(1,637,580)

Anailís ar bharrachas/(easnamh) ioncaim	Barrachas / (Easnamh) Coinnithe		
	31/12/2018	Do 2018	31/12/2017
Clár	€	€	€
Scoileanna & An Phríomhoifig	(1,765,178)	171,400	(1,936,578)
Clár / Cláir Breisoideachais	(21,002)	-	(21,002)
Cláir Féinmhaoinithe	110,000	(210,000)	320,000
	(1,676,180)	(38,600)	(1,637,580)

Sínithe: Seamus Coyle

Sínithe: John Kearney

Cathaoirleach

Príomhfheidhmeannach

Dáta: 08.05.2019

Dáta: 08/05/2019

Tá na nótaí ar leathanaigh 10 go 26 ina gcuid de na ráitis airgeadais seo

10. Tuarascáil Bhliantúil ar Nochtadh Cosanta

Bord Oideachais agus Oiliúna An Cabhán agus Mhuineacháin

An tAcht um Nochtadh Cosanta, 2014

Tháinig an tAcht um Nochtadh Cosanta 2014 i bhfeidhm an 15 Iúil 2014.

Leis an Acht seo, soláthraítear creat inar féidir le hoibrithe ábhair inní a ardú maidir le éagóir a d'fhéadfadh teacht chun cinn san ionad oibre a bhfuil siad ar an eolas faoi ionas gur féidir leo leas a bhaint as cosaintí suntasacha agus eile má ghearrann a bhfostóir pionós orthu nó má fhulaingíonn siad ó dhochar toisc go ndearnadh siad a leithéid.

Tá beartas curtha i bhfeidhm ag Bord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin (BOOCM), a spreagfaidh oibrithe, in éineacht leis an reachtaíocht, chun éagóir a thuairisciú agus iad ar an eolas go nglacfar a n-inní go dáiríre agus go ndéanfar imscrúdú orthu, nuair is cuí, agus go n-uuramófar a gcuid rúndachta.

Leagtar béim sa bheartas gur cuí i gcónaí ábhair inní a ardú nuair a bhíonn siad bunaithe ar chreideamh réasúnach, is cuma an sainaithnítear nó nach sainaithnítear aon éagóir ina dhiaidh sin. Sa bheartas, tugtar treoir freisin d'oibrithe maidir le conas ábhair inní a ardú

Baineann an beartas seo le gach oibrí BOOCM lena n-áirítear conraitheoirí, sainchomhairleoirí, foireann ghníomhaireachta, iarfhostaithe agus intéirnígh/oiliúnaithe.

De réir fhorálacha an Achta um Nochtadh faoi Chosaint 2014, tá Fiona Nugent ceaptha ag BOOCM chun nochtadh cosanta a fháil. Is féidir teagmháil a dhéanamh leis an oifigeach ainmnithe ar an teileafón ag 047 30888, trí ríomhphost ag fionanugent@BOOCM.ie nó tríd an bpost ag BOO an Chabháin agus Mhuineacháin, an tIonad Riaracháin, Sráid an Mhargaidh, Muineachán, H18 W449.

Tuarascáil Bhliantúil um Nochtadh Cosanta 2018

Tuarascáil bhliantúil Bhord Oideachais agus Oiliúna an Chabháin agus Mhuineacháin mar a cheanglaítear le halt 22 den Acht um Nochtadh Cosanta 2014.

De bhun an cheanglais seo, deimhníonn BOOCM leis seo go bhfuarthas tuarascáil amháin (1) faoin Acht um Nochtadh Cosanta i rith 2018.

Rinneadh measúnú tosaigh, agus measadh nár tháinig an nochtadh faoin reachtaíocht um Nochtadh Cosanta. Ina dhiaidh sin rinneadh athbhreithniú seachtrach ar an measúnú seo agus measadh gur nochtadh cosanta é an nochtadh de réir bhrí na reachtaíochta. Fuarthas seirbhísí imscrúdaithe sheachtraigh ag baint úsáide as an gCreat OGP agus tá an t-imscrúdú le tosú an 06 Márta 2019.

AGUISÍN 1

Sonraí Teagmhála

SCOILEANNA AN CHABHÁIN

Ainm na scoile	Coláiste Mhaodhóg
Seoladh	An Bábhún Buí, Contae an Chabháin
Teileafón	049 9523112 / 049 9523156
Ríomhphost	info@stmoguescollege.ie
Príomhoide	Anne Conaghan
Leas-Phríomhoide	Cormac Flynn
Ainm na scoile	Coláiste Bhricín
Seoladh	Béal Tairbirt Contae an Chabháin
Teileafón	049 9522170
Ríomhphost	info@stbricinscollege.ie
Príomhoide	Mary Sheridan
Leas-Phríomhoide	James Sherry
Ainm na scoile	Coláiste Bhréifne
Seoladh	Bóthar na Coilleadh Contae an Chabháin
Teileafón	049 4331735 / 049 4331790
Ríomhphost	info@breifnecollege.ie
Príomhoide	John Crotty
Leas-Phríomhoide	Tara Mullan
Ainm na scoile	Coláiste Dún an Rí
Seoladh	Dún an Rí Contae an Chabháin
Teileafón	042 9698294
Ríomhphost	info@dunanricollege.ie
Príomhoide	Fergal Boyle
Leas-Phríomhoide	Thomas McCormick
Ainm na scoile	Coláiste Achadh an Lúir
Seoladh	Achadh an Lúir Contae an Chabháin
Teileafón	049 8547050
Ríomhphost	info@virginiacollege.ie
Príomhoide	Niall Lynch
Leas-Phríomhoide	Seamus Greene

SCOILEANNA MHUINEACHÁIN

Ainm na scoile	Coláiste Pobail Bhéal Átha Beithe
Seoladh	Béal Átha Beithe Co Mhuineacháin
Teileafón	042 974 1093
Ríomhphost	info@ballybaycc.ie
Príomhoide	Moya Lynch
Leas-Phríomhoide	Conal Ó Grianna
Ainm na scoile	Coláiste Chnoc na Feá
Seoladh	Cnoc na Feá Muineachán Co Mhuineacháin
Teileafón	047 81200
Ríomhphost	info@bhc.ie
Príomhoide	Patrick McArdle
Leas-Phríomhoide	Siobhán Sheerin
Ainm na scoile	Coláiste Bhaile na Lorgan
Seoladh	Bóthar Bhaile Átha Cliath, Baile na Lorgan Co Mhuineacháin
Teileafón	042 974 0066
Ríomhphost	info@cblayneycollge.com
Príomhoide	Niall McVeigh
Leas-Phríomhoide	Frances King
Ainm na scoile	Coláiste Oiriall
Seoladh	Cnoc an Chonnaidh Bóthar Ard Mhacha Muineachán
Teileafón	047 72344
Ríomhphost	eolas@oiriall.ie
Príomhoide	Brendán O'Dufaigh
Leas-Phríomhoide	Annette Ní Thuathail
Ainm na scoile	Coláiste Inbhir
Seoladh	Carraig Mhachaire Rois Co Mhuineacháin
Teileafón	042 966 1282
Ríomhphost	info@invercollege.ie
Príomhoide (Gníomhach)	Eileen O'Rourke(Gníomhach)
Leas-Phríomhoide	Corona Farrell

Ainm na scoile	Coláiste na Leargadh (i gcomhar le Deoise Chlochair)
Seoladh	Bóthar Áth an Lobhair Cluain Eois Co Mhuineacháin
Teileafón	047 51132
Ríomhphost	info@largo.ie
Príomhoide	Sharon Magennis
Leas-Phríomhoide	Michael Killen

BREISOIDEACHAS AGUS OILIÚINT

Ainm	Institiúid an Chabháin
Seoladh	Bóthar na hArdeaglaise An Cabhán
Teileafón	049 433 2633
Ríomhphost	info@cavanainstitute.ie
Stiúrthóir	Ann Marie Lacey
Leas-Stiúrthóir	Gerry McKenny Karen Fitzpatrick Louise Clarke
Ainm	Institiúid Mhuineacháin
Seoladh	Campas Oideachais Mhuineacháin Cnoc an Chonnaidh Co Mhuineacháin
Teileafón	047 84900
Ríomhphost	info@monaghaninstitute.ie
Stiúrthóir	An Dr Fiona McGrath
Leas-Stiúrthóir	Rynagh McNally

Ionaid ÓGTHEAGMHÁLA

Ainm an Ionaid	Ógtheagmháil Charraig Mhachaire Rois
Seoladh	Halla an Teaghlaigh Naofa Carraig Mhachaire Rois Co Mhuineacháin
Teileafón	042 9673906
Ríomhphost	info@carrickmacrossyouthreach.ie
Comhordaitheoir	Bernadette Duffy
Ainm an Ionaid	Ógtheagmháil Bhaile na Lorgan
Seoladh	Páirc Ghnó Radharc an Locha Baile na Lorgan Co Mhuineacháin
Teileafón	042 974 9516
Ríomhphost	davidmcadam@cmetb.ie
Comhordaitheoir	David McAdam

Ainm an Ionaid	Ógtheagmháil an Chabháin
Seoladh	Eochaill An Cabhán Co. An Chabháin
Teileafón	049 4361573
Ríomhphost	cavanyouthreach@cmetb.ie
Comhordaitheoir	Sabrina McEntee
Ainm an Ionaid	Ógtheagmháil Mhuinchille
Seoladh	Muinchille Co. an Chabháin
Teileafón	049 5552561
Ríomhphost	MikeDurkan@cmetb.ie
Comhordaitheoir	Mike Durkan
Ainm an Ionaid	Ógtheagmháil Dhún an Rí
Seoladh	An Phríomhshráid Íochtarach Dún an Rí Co. an Chabháin
Teileafón	042 9668248
Ríomhphost	michaelmurphy@cmetb.ie
Comhordaitheoir	Michael Murphy
Ainm an Ionaid	Ógtheagmháil Mhuineacháin
Seoladh	Cnoc an Chonnaidh Co Mhuineacháin
Teileafón	047 83554
Ríomhphost	info@monaghanyouthreach.ie
Comhordaitheoir	Niall McCann

Ionaid Eile

Ainm an Ionaid	Ionad Oideachais agus Oiliúna Allamuigh Tanagh
Seoladh	Dartraí trí Mhuinchille Co Mhuineacháin
Teileafón	049 555 2988
Ríomhphost	info@tanaghoutdooreducation.com
Bainisteoir	Michelle Forester
Ainm an Ionaid	Amharclann an Gharáiste
Seoladh	Campas Oideachais Mhuineacháin Bóthar Ard Mhacha, Muineachán, Co Mhuineacháin
Teileafón	047 81597
Ríomhphost	info@garagetheatre.com
Bainisteoir Oibríochtaí	Cathy Bennett
Stiúrthóir Ealaíne	Eileen Costello

Ionaid Riaracháin

	Oifig Mhuineacháin (Ceannoifig)	Oifig an Chabháin
Seoladh:	Ionad Riaracháin BOOCM Sráid an Mhargaidh Muineachán H18 W449	Ionad Riaracháin BOOCM Faiche Radharc na hEaglaise An Cabhán H12 A252
Teileafón:	047 30888	049 433 1044
Ríomhphost:	info@cmetb.ie	info@cmetb.ie
Láithreán Gréasáin: www.cmetb.ie		