

Date	Tuesday, 30 th January, 2018
Time	5.30 p.m.
Venue	LWETB Office, Battery Road, Longford

(Present: P, Apologies: AP, Absent: AB)			
Board Member		Board Member	
Cllr. Seamus Butler	P	Ms. Helen Macken	P
Cllr. Sorca Clarke	P	Mr. Liam McDaniel	AP
Fr. Paul Connell	P	Mr. Mark Murphy	P
Cllr. Una D'Arcy	AP	Cllr. Peggy Nolan	P
Cllr. Michael Dollard	P	Mr. James O'Keeffe	P
Cllr. Tom Farrell	P	Mr. Pat O'Rourke	AP
Mr. Declan Flanagan	P	Cllr. Pat O'Toole	P
Cllr. Ken Glynn	P	Cllr. Mae Sexton	P
AMs. Celine Kearney Medforth	P	Cllr. Emily Wallace	P
Cllr. Frankie Keena	P	Ms. Denise Watkins	AP
Ms. Laura Leonard	P		
Also Present:			
Dr. Christy Duffy, Chief Executive	P	Mr. Charlie Mitchell, Director of OSD	P
Ms. Sarah Geelon, Assistant Principal Officer	P	Mr. Rose McCormack, Assistant Principal Officer	P
Ms. Geraldine Lee, Acting Administrative Officer	P		

1.	<p>Apologies, Condolences, Congratulations.</p> <p>At the outset, Cllr. Frankie Keena welcomed Mr. Mark Murphy who is replacing Mr. Willie Dennigan as parent representative to his first Board meeting.</p> <p>Apologies: Cllr. Una D'Arcy, Cllr. Liam McDaniel, Mr. Pat O'Rourke, Ms. Denise Watkins.</p> <p>Condolences: Family of Catherine Murphy, Tutor with the Literacy Scheme.</p> <p>Congratulations:</p>
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	<ul style="list-style-type: none"> • BT Young Scientist 2018 Athlone Community College – Danielle Greasley and Jenny Seery – Exploring the ‘Classroom CO2 levels and their Effect on Student Cognitive Performance’. Result: second place in the Intermediate Chemical, Mathematical and Physical Sciences section. <p>Lanesboro Community College – Brian Lyons – “The cure for poor health literacy: An investigation into the readability of public health resources”. Result: Highly commended.</p> <p>It was decided that LWETB would correspond with all schools who participated in this event to compliment students and staff for their efforts.</p> <ul style="list-style-type: none"> • Michael Sweetman Educational Trust Competition 2 students from Athlone Community College were successful recipients of the recent Michael Sweetman Educational Trust competition – there are Anthony John Molloy and Bernadette Mary Doran Darcy.
	<p>Confidential LWETB Board Brief – Matters arising from 2016 Accounts</p> <p>Following discussion it was clarified that that a Fraud Policy is currently being reviewed nationally and is with the Internal Audit Unit (IAU) for comment.</p>
2.	<p>Minutes of Meeting held on 18th December, 2018.</p> <p>On a proposal from Cllr. Michael Dollard, seconded by Cllr. Ken Glynn, the minutes of the meeting held on 18th December, 2017 copies of which had been distributed in advance, were adopted.</p>
3.	<p>Matters arising from Minutes.</p> <p>Mr. Declan Flanagan wanted it recorded in the minutes that he rejected the Board’s decision not to write a second letter including the Individual Grievance. He said that this put the Board, in his opinion, in a very precarious situation.</p> <p>The Chairperson reminded the Board that following a lengthy discussion it was a collective decision of the Board at meeting held on 24th October, 2017 and the wording was agreed by all present to correspond with the TUI on the collective grievance.</p>
4.	<p>Correspondence and Circulars.</p> <p>Correspondence items of importance were highlighted by Dr. Christy Duffy and clarification was provided as required. <i>(See Appendix 1).</i></p>
5.	<p>Committees.</p> <p>Audit Committee Finance Committee Youth Work Committee BOMs</p>

	No reports for this meeting.
6.	<p>Policies and Procedures.</p> <p>Bullying Prevention Policy – Complaint Procedure for ETB Staff</p> <p>Proposed: Cllr. Michael Dollard Seconded: Mr. James O’Keeffe</p>
7.	<p>Governance and Publications.</p> <p>Ethics in Public Office Act. The Chief Executive reminded members that completed forms were due back with the Standards in Public Office Commission and LWETB Head Office by 31st January, 2018.</p>
8.	<p>Chief Executive’s Report.</p> <p>Finance Report The Finance Report was introduced by Dr. Christy Duffy and presented by Ms. Sarah Geelon (<i>See Appendix 2</i>). The members were also informed that there was no requirement for an overdraft facility this year.</p> <p>Human Resources Report Dr. Christy Duffy gave details of the report to the members (<i>See Appendix 3</i>). A breakdown of LWETB staff is to be made available for the next Board meeting.</p> <p>OSD Report The OSD Report was introduced by Dr. Christy Duffy and presented by Mr. Charlie Mitchell (<i>See Appendix 4</i>). The difficulties associated with payroll transfer and tax certs issued by the Revenue Commissioners was noted.</p> <p>Schools Report The Schools Report was introduced and presented by Dr. Christy Duffy. A query as to whether Garda vetting of Board of Management members or Parents Association members is necessary is to be clarified for the Board.</p> <p>Further Education Report The Further Education Report was introduced and presented by Dr. Christy Duffy. A copy of the report had been circulated to members in advance of the meeting. The Chief Executive gave a brief outline on the Strategic Performance Agreements and Planning Framework for 2018 to 2020 with SOLAS. He also gave an up-date on LWETB’s engagement with Centre Parks and the Enterprise Engagement Focus Group. (<i>See Appendix 5</i>)</p>
9.	<p>Inspection Reports.</p> <p>Subject Inspection Report in French – Ballymahon Vocational School.</p> <p>Copies of the Report were circulated to members in advance of the meeting. The Chief Executive said that overall the report was very positive but that there would be a follow-up on recommendations made.</p>
10.	Board of Management minutes.

