



KWETB Board Meeting
Minutes of the Board of KWETB held on Tuesday 28th March 2023 at 10.30a.m.
Venue: Coláiste Chill Mhantáin

- Present:** Cllr. Daragh Fitzpatrick in the Chair, Mr. Stephen Horan, Mr. Noel Merrick, Mr. David O’Gorman, Ms. Siobhain Grogan, Cllr Lourda Scott, Cllr. Nuala Killeen, Cllr. Paul O’Brien, Cllr Peter Hamilton, Cllr. Kevin Duffy, Cllr. Bernard Caldwell, Cllr Patsy Glennon, Cllr. Evie Sammon and Cllr. Anne Ferris.
- In attendance:** Dr. Deirdre Keyes CE, Mr. Joe Kelly Director of OSD, Mr. Ken Scully, Director of Schools, Dr. Áine Murphy KWETB, Ms. Orla Kealy KWETB, Ms Catherine Doran KWETB.
- Apologies:** Ms. Alice O’Donnell and Cllr Íde Cussen
- Absent:** Ms. Aoife Ní Chéileachair, Mr Ronan Mills, Ms. Caoimhe Molloy, Cllr. Tom Fortune, Ms. Deirdre O’Donovan



Introduction

Once the required quorum was confirmed, the Chair welcomed all members. The members received a welcome from the Coláiste Chill Mhantáin Principal, Pdraig Donohue and an insightful presentation on New and Beginning Teacher Induction provided by Deputy Principals Caitriona Smith and Laura Casey.

Minute ETB 01-03-2023

No. 1 Conflicts of Interest/Disclosure of Interests

Board members declared no conflicts of interest.

Minute ETB 02-03-2023

No. 2 Apologies, Sympathies & Congratulations

Apologies were received from Ms. Alice O'Donnell and Cllr Íde Cussen.

The Board offered sympathies to the families of;
Noel Reddy, Father in law to Director of OSD, Joe Kelly
Dudley Annesley, Brother to Cllr Tommy Annesley Chair of Wicklow County Council.

The Board held a moment of silence as a mark of respect.

Minute ETB 03-03-2023

No. 3 Adopting the Minutes of previous meetings

3.1 Minutes of Board meeting 21st February 2023.

Proposed: Cllr Anne Ferris
Seconded: Mr Stephen Horan

Minute ETB 04-03-2023

No. 4 Matters Arising from the Minutes
--

No matters were arising from the minutes of the previous meeting.

Item 6.2.a was brought forward on the agenda and at this juncture the Board, proposed by Cllr Paul O'Brien and seconded by Cllr Patsy Glennon, went "in-camera" as the subsequent items on the agenda were "matters pertaining to draft financial statements" as noted in the standing orders of the Board, due to members of the public in attendance today.

Minute ETB 05-03-2023

No. 5 Chief Executive update

Following resumption from "in camera", the CE report was noted. The points noted were;

- The 2023 KWETB Service Plan was approved with no amendments by the Department of Education.



- Greystones Community National School held their official opening 15th February 2023
- ETB Day - 2nd March 2023; KWETB had 2 entries shortlisted for this event, one entry from Athy College and one from Bray Youthreach.
- Increased allocation of Deputy Principals for KWETB schools; for the upcoming academic year KWETB post-primary schools will have 4 more Deputy Principal posts.
- Increased advertising has just launched for over 280 teaching posts.
- KWETB's Leadership & Management Forum received an initial training and information session on Public Sector Duty this month.
- A new apprenticeship programme (Wind Turbine Technician) has been developed by Kerry ETB and KWETB. KWETB is now approved to deliver same and are actively looking for a facility to deliver the necessary training into the future. This requires a standalone facility.

Minute ETB 06-03-2023

No. 6 Matters for approval, noting or adoption
--

6.1. Adoption

There were no matters for adoption on today's agenda.

6.2 Approval

6.2.a. Discussion of Draft Annual Financial Statements (AFS) 2022 and Draft Statement of Internal Control (SIC)

The Board received written and verbal assurances from the Chief Executive, clarification and further information on the draft AFS and draft SIC, and associated documents, and are satisfied with same. Written and verbal reports were received from the Audit and Risk Committee and Finance Committee, recommending the approval of the draft AFS and SIC.

6.2.b. Approval of Draft Annual Financial Statements (AFS) 2021 and Draft Statement of Internal Control (SIC)

The draft Annual Financial Statements 2022 and draft Statement of Internal Control 2023, along with other associated documents were approved by the Board of KWETB.

Proposed: Cllr Paul O'Brien

Seconded: Cllr Peter Hamilton

6.3 Noting

6.3.a. KWETB Boards of Management Minutes

Noted.

Minute ETB 07-03-2023

No. 7 Risk Management

The Director of OSD spoke to the risk management report provided to the Board. There was one risk increase, in relation to protocol of funding/oversight with third parties.



Minute ETB 08-03-2023

No.8 Buildings Report

The Director of OSD gave an executive summary of the report as provided, noting the core highlights of the report and high-level projects. The Board were updated that the Department of Education (DE) were reviewing their work programme for the year and so far 58 projects have been put on hold including Greystones Community College and the Kilbride Campus projects. These are the only projects KWETB have yet been informed of as delayed. The DE's immediate priority is to ensure school places for September 2023 and accommodating additional needs students, delivering same through the 'Devolved SEN Reconfiguration and Modular Accommodation programme' which provides the services of a project manager to assist the school authority. It is anticipated that the use of the DoE procurement framework will prove quicker than individual tendering at local level. These project managers are already on site and engaging with the school management and design teams in situ to prepare reports for the DE for solutions. The disappointment with a lack of long-term planning and timelines was expressed by members. The CE confirmed all assurances provided are based on DE assurance to the ETB and the intentions are not to compromise longer term plans in prioritising September 2023.

Further detail was provided on Blessington Community College school extension, noting the modular accommodation to cater for 800 pupils has since been revised to the refurbishment of existing prefabricated accommodation and the relocation of additional prefabs from Craddockstown, Naas. We are currently awaiting formal approval from the Department of Education for the refurbishment works and also awaiting clarification regarding increasing the LTPE from 800 to 1000 pupils. It was clarified that the prefabs have not yet been relocated and there is no available date for relocation yet. The SEN modular unit at Blessington Community College is almost complete with snagging underway.

Update was provided on the BIFE refurbishment of the roof and repair of the perimeter fence and Gaelcholáiste Mhaigh Nuad Refurbishment of existing classrooms. There was no further update available on Confey College in relation to their flood risk location and ASD unit plans other than provided in the written buildings report.

Thanks were expressed to the Building teams for work completed at Athy FETC on the roof enhancing their workplace and learning setting.

Maynooth Community College has agreed to increase their enrolment from 170 to 200 upon DE request and teacher allocations will increase in response.

Minute ETB 09-03-2023

No. 9 Correspondence for the Board

9.1 Letter to Board from Blessington Community College Parents Council

The Chair offered for Cllr Patsy Glennon to speak on the above, acknowledging that Cllr Glennon has raised the Blessington Community College school numbers and accommodation matters numerous times at Board meetings and liaising on the school's behalf outside of same.

Cllr Glennon acknowledged the letter from the Parents Council. He referenced the two issues at present for Blessington Community College; the immediate September needs and the longer term in relation to numbers which the school should cater for. He noted the delays were at DE decision level and he accepts the assurances received from the ETB Executive, based on DE assurances, that the September



needs shall be resolved on time. He provided assurance that all interest concerning Blessington Community College have been represented at Board level.

Minute ETB 10-03-2023

No. 10 Members Business/Questions

No member's questions were received or raised for today's agenda.

Clarification regarding updates on the DEIS and school meals audit recommendations will be reported to the ARC at their next meeting.

Minute ETB 11-03-2023

No. 11 Date of next meeting

Date of next meeting;

Tuesday 23rd May 2023 at 2.30pm Piper's Hill College with hybrid option.

Signed: 

Date: 23/05/2023

Cllr. Daragh Fitzpatrick

Chairperson of Kildare and Wicklow ETB