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Bord Oideachais agus Oiliúna
Chill Dara agus Chill Mhantáin
Kildare and Wicklow
Education and Training Board

***Minutes of the Inaugural Meeting of the Board of KWETB held at
Piper's Hill College, Piper's Hill, Naas, Co. Kildare on Tuesday 10th
September, 2019 at 1.00p.m.***

Present: Cllr. Patsy Glennon, Cllr. Paul O'Brien, Cllr. Lourda Scott, Cllr. Anne Ferris, Cllr. Angela Feeney, Cllr. Evie Sammon, Cllr. Kevin Duffy, Cllr. Daragh Fitzpatrick, Cllr. Bernard Caldwell, Cllr. Peter Hamilton, Cllr. Ide Cussen, Mr. Stephen Horan, Ms. Deirdre O'Donovan, Mr. David O'Gorman, Ms. Elaine Kelly, Mr. Noel Merrick, Mr. Gerard Gallagher, Ms. Alice O'Donnell

In attendance: Dr. Deirdre Keyes, C.E., Dr. Rory O'Toole, Director of Schools, Mr. Joe Kelly, Director of OSD, Ms. Mary Dillon, KWETB, Ms. Mary Kemmy, KWETB, Ms. Bridget Daly Lynam, KWETB, Ms. Patricia Durcan, KWETB, Ms. Pamela Lennon, KWETB, Mr. Carl O'Rourke, KWETB, Mr. Aidan Horan, IPA.

Apologies: Cllr. Tom Fortune, Ms. Hilary Anne Murray

Absent: Ms. Caoimhe Molloy

AGENDA

1. Election of Chair of the ETB
2. Election of Vice Chair
3. Matters for approval, noting or adoption
 - Standing Orders
 - Annual Report 2018
4. Minutes of previous meetings
5. Matters Arising
6. Establishment of committees
 - Audit and Risk Committee – nomination of board members to audit and risk committee, and agree protocol for nomination of non-board members to committee (timeframe/process)
 - Finance Committee - nomination of board members to finance committee and agree protocol for nomination of non-board members to committee (timeframe/process)
7. Nominations of KWETB Members to Boards of Management and agree protocol for nominations of non- members to Boards of Management - (timeframe and process)
8. Nominations to reserved member forum ETBI
9. Appointment of nominee to IPB
10. Delegates to ETBI Conference – Selection of nominees
11. Agreement of Dates/Times/Venues for the remainder of year

Minute ETB 1-09-19

No. 1 Agenda Election of Chair of the Board of KWETB

Nominee: Cllr. Daragh Fitzpatrick
Proposed by: Mr. Noel Merrick
Seconded by: Ms. Angela Feeney
And agreed.

Nominee: Cllr. Tom Fortune
Proposed by: Cllr. Paul O'Brien
Seconded by: Cllr. Lourda Scott
And agreed.

Votes in favour of Cllr. Fitzpatrick 9, votes in favour of Cllr. Fortune 7.
There was two abstentions.
Cllr. Fitzpatrick was elected Chair of Board.

Cllr. Fitzpatrick thanked Mr. Noel Merrick for his excellent work as the former Chair of KWETB.

Minute ETB 2-09-19

No. 2 Agenda Election of Vice Chair of the Board of KWETB
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Nominee: Cllr. Tom Fortune
Proposed by: Cllr. Paul O'Brien
Seconded by: Cllr. Lourda Scott and agreed by the Board.
And agreed.

Cllr. Fortune was elected Vice Chair of the Board of KWETB.

Minute ETB 3-09-19

No. 3 Agenda

Standing Orders

The status of the standing orders from previous board was raised. The Board was informed that they stand until the new standing orders are approved by the current Board.

The issues of the meeting being held in a school and of child protection and safety were raised. The Director of OSD informed the Board that the objective is for the board to meet as efficiently and with as little cost to the Board as possible. The CE informed the Board that the necessary arrangements were in place in line with best practice in Child Protection.

The issue of the procedures for decisions required between Board meetings was raised. The Chair is to seek clarification. It was agreed to defer the item until the next meeting of the Board.

Annual Report 2018

The Annual Report which had been previously circulated was approved by the Board.

Proposed by: Cllr. Daragh Fitzpatrick

Seconded by: Mr. Noel Merrick and agreed

Minute ETB 4-9-19

No. 4 Agenda Minutes of previous meetings
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The minutes of the first post-election meeting held at 10.30a.m. on 25th July, 2019.

Proposed by: Cllr. Anne Ferris

Seconded by: Cllr. Peter Hamilton and agreed

The minutes of the second post-election meeting held at 11.00a.m. on 25th July, 2019.

Proposed by: Cllr. Paul O'Brien

Seconded by: Ms. Alice O'Donnell and agreed.

Minute ETB 5-9-19

No. 5 Agenda Matters Arising

No matters arising.

Minute ETB 6-9-19

No. 6 Agenda Establishment of Committees

The CE informed the Board that advertisements had been placed in local media for members of the Audit & Risk Committee and Finance Committee. As only one expression of interest was received the advertisement is to run for a further period. In line with Department Guidelines the Board agreed that the CE prepare a list of suitable candidates for its consideration for the Audit and Risk and Finance Committees.

Nominations were sought for Board members for the Audit and Risk Committee:

No. 1 Nominee: Cllr. Kevin Duffy
Proposed by: Mr. Noel Merrick
Seconded by: Cllr. Bernard Caldwell and agreed.

No. 2 Nominee: Cllr. Angela Feeney

Proposed by: Cllr. Íde Cussen
 Seconded by: Cllr. Daragh Fitzpatrick and agreed.

No. 3 Nominee: Mr. David O’Gorman
 Proposed by: Ms. Deirdre O’Donovan
 Seconded by: Cllr. Paul O’Brien and agreed.

Nominations were sought for Board members for the Finance Committee.

No. 1 Nominee: Cllr. Patsy Glennon
 Proposed by: Cllr. Paul O’Brien
 Seconded by: Cllr. Anne Ferris and agreed.

No. 2 Nominee: Cllr. Peter Hamilton
 Proposed by: Cllr. Daragh Fitzpatrick
 Seconded by: Ms. Alice O’Donnell and agreed.

No. 3 Nominee: Mr. Stephen Horan
 Proposed by: Self
 Seconded by: Cllr. Daragh Fitzpatrick and agreed.

Establishment of the Nominations Committee:

It was agreed by the Board that Cllr. Paul O’Brien, Cllr. Daragh Fitzpatrick, Ms. Deirdre O’Donovan, Ms. Elaine Kelly and Cllr. Patsy Glennon would form the Nominations Committee.

Minute ETB 7-9-19

<p>No. 7 Agenda Nominations of KWETB Members to Boards of Management</p>

The Chair asked for expressions of interest from members to sit on school Boards of Management.

KWETB BOARD MEMBERS : NOMINEES TO BOARDS OF MANAGEMENT			
POST PRIMARY SCHOOL	ETB MEMBER 1	ETB MEMBER 2	ETB MEMBER 3
ArdSCOIL Rath Iomgháin	Noel Merrick	Kevin Duffy	
Athy College	Stephen Horan		
Avondale CC	David O’Gorman	Paul O’Brien	
Blessington CC	Patsy Glennon		
Coláiste Bhríde Carnew			
Coláiste Chill Mhantáin	Paul O’Brien		
Coláiste Chraobh Abhann	Tom Fortune	Alice O’Donnell	
Coláiste Lorcáin	Stephen Horan		
Coláiste Ráithín	Anne Ferris		
Confey CC	Bernard Caldwell	Peter Hamilton	
Curragh PPS	Evie Sammon	Noel Merrick	
Glenart CC	Paul O’Brien	David O’Gorman	
Gaelcholáiste na Mara			

Maynooth CC	Gerard Gallagher	Hilary Anne Murray*	
Maynooth PPS	Angela Feeney	Hilary Anne Murray*	Peter Hamilton
Naas Community College	Deirdre O'Donovan	Evie Sammon	
Piper's Hill College	Elaine Kelly	Evie Sammon	
St. Conleth's CC	Daragh Fitzpatrick		
St. Farnan's PPS	Daragh Fitzpatrick		
St. Kevin's CC	Patsy Glennon	Noel Merrick	
BIFE (previously St. Thomas' CC)	Caoimhe Molloy *	David O'Gorman	
Scoil Chonglais PPS	Patsy Glennon		
COMMUNITY NATIONAL SCHOOLS			
Naas Community NS			
Greystones Community NS	Tom Fortune	Alice O'Donnell	
Brannoxtown National School	Deirdre O'Donovan		
TRUSTEE/PATRON SCHOOL			
Celbridge Comm School	Íde Cussen		
Colaiste Chiarain (Leixlip)	Bernard Caldwell	Hilary Anne Murray *	
St. Wolstan's (Celbridge)	Íde Cussen		
Scoil Mhuire (Clane)	Daragh Fitzpatrick		
Kildare Town Comm School	Kevin Duffy		
St. Killians (Bray)	Lourda Scott		

*Proposed in their absence.

Proposed by: Ms. Deirdre O Donovan

Seconded by: Ms. Evie Sammon and agreed that all members who expressed interest would be approved, subject to those who were nominated in their absence accepting the nomination.

With so many vacancies for Board representatives on the school boards of management it was agreed that members would forward their recommendations to the secretary. The Director of Schools is to develop a skills matrix to facilitate the selection of the most suitable nominees by the Nominations committee.

The Nominations Committee is to meet and have recommendations on the Audit and Risk Committee, the Finance Committee and the Boards of Management of Schools for the Board meeting on 8th October.

Minute ETB 8-9-19

<p>No. 8 Agenda Nominations to reserved member forum ETBI</p>
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It was agreed by the Board that the Chair would be the KWETB nominee.

Minute ETB 9-9-19

No. 9 Agenda
Appointment of Nominee to IPB

The Board decided that this matter was to be agreed between the Chair and the Vice-Chair.

Minute ETB 10-9-19

No. 10 Agenda
Delegates to ETBI Conference – Selection of nominees

Members were invited to submit their names should they wish to attend ETBI conference.

Daragh Fitzpatrick- Voting member
Cllr Tom Fortune - Voting member
Cllr Angela Feeney - Voting member
Mr. David O Gorman - Voting member
Ms. Alice O Donnell - Voting member
Mr. Stephen Horan – Reserve Voting member

It was agreed by the Board that the above, as listed, would be the five voting members with Mr. Horan being the reserve voting member and that it was in order for other members to submit their names to the secretary if they wished to attend.

Minute ETB 11-9-19

No. 11 Agenda
Agreement of Dates/Times/Venues for the remainder of year

The next meeting of the Board will take place at 10.30a.m.on 8th October at St. Conleth’s Community College, Station Road, Newbridge.

The Chair proposed meeting with the members fifteen minutes prior to the official start of Board meetings. This was agreed.

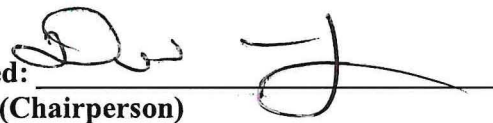
A query was raised by a member as to whether or not the meetings could take place later in the day. This will be addressed at the next meeting.

Minute ETB 12-9-19

Two members expressed concern regarding traffic management and safety issues at Piper’s Hill Campus, Naas.

The Director of OSD informed that a meeting was arranged for Thursday 12th September, 2019 between KWETB, the Principals and ETBI. He is to revert to the Board via email regarding the outcome.

The meeting concluded at 2.40 p.m.

Signed:  Date: 12/11/2019
(Chairperson)