



KWETB Board Meeting

Minutes of the Board of KWETB held on Tuesday 23rd January 2024 at 10.30a.m.

Venue: Glenart College and hybrid

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



Minute ETB 01-01-2024

No. 1 Conflicts of Interest/Disclosure of Interests

The Chair requested for statements of conflict of interests. Board members declared no conflicts of interest.

Minute ETB 02-01-2024

No. 2 Apologies, Sympathies & Congratulations

Apologies were received from Noel Merrick, Cllr. Bernard Caldwell and Cllr Patsy Glennon.

The Board offered sympathies to the families of;
Sebastian Cameron Kahn, Student of Greystones Community College
Patrick O'Dowd, Father of Mary Fox, KWETB Finance staff member.
Diarmaid Flynn, member of Athy College Board of Management.
Bridget (Bríd) Walsh, Mother of Emer Roy, APO Buildings and Property.

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

Minute ETB 03-01-2024

No. 3 Adopting the Minutes of previous meetings

3.1 Minutes of Board meeting 28th November 2023

Proposed: David O'Gorman

Seconded: Cllr Paul O'Brien

Minute ETB 04-01-2024

No. 4 Matters Arising from the Minutes
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No matters arose from the minutes.

Minute ETB 05-01-2024

No. 5 Chief Executive update

The report was taken as read and the CE gave an overview of the items within. The following points were within;

- FET College of the Future submission.
- Change to funding structures by SOLAS. It was clarified that this funding restructure will not be felt at operational level. SOLAS are requesting a reduction in expenditure for 2024. While an indicative budget is received at the start of the year, management will bid for more funding and negotiations are ongoing throughout the budget period.
- Establishment of a new Special School in Kildare for 2024/2025 with the location not yet confirmed.
- Additional learner numbers in KWETB in all areas of schools and further education.
- The Equality, Diversity and Inclusion (EDI) working group establishment and overview of project work was noted and commended by members.



Minute ETB 06-01-2024

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. Naas Community National School (CNS) Board of Management Nominee

The Board approved the KWETB nominee for a vacancy on the Naas CNS Board of Management.
Nominee: Jacqueline O'Reilly.

Proposed: Cllr Paul O'Brien

Seconded: Stephen Horan

6.2.b. Female Parent Nominee

The National Parents Council (NPC) provided a replacement nominee for Deirdre O'Donovan, in line with the ETB Act 2013 and directions previously received from the Department of Education (DE). The nominee provided and approved by the Board, Kerrie Sheehan.

Proposed: Cllr Anne Ferris

Seconded: Cllr Paul O'Brien

Clarification was again provided regarding the ETBsNPA nominee approved in September 2023 and reasons why this could not proceed as set out in the meeting of November 28th, 2023.

6.2.c. Female ICTU Nominee

The Irish Congress of Trade Unions (ICTU) provided a replacement nominee following the resignation of member Alice O'Donnell. The nominee provided and approved by the Board; Deirdre O'Connell.

Proposed: Cllr Íde Cussen

Seconded: Stephen Horan

6.3 Noting

6.3.a. Audit and Risk Committee Report

Cllr Kevin Duffy reporting on behalf of the ARC, informed the Board of a proactive and interactive meeting, which was supported by member David O'Gorman. Updates and engagement with OSD managers were provided to the committee on school bank account management, the most recent audit report received on Procurement, Capital leases, asset management and travel; as well as a presentation on ICT risks. The Internal Audit Unit for ETBs (IAU-ETBs) director attended to engage with the committee.

6.3.b. ETB Representatives for Posts of Responsibility interview boards



The list of names below was presented to the Board for the recruitment team to draw upon in instances where an ETB board member is not available to sit on an interview panel, these persons can then act as a KWETB representative. The Board commented that they would like to receive a bio or information on the persons in future. It was clarified that some members on the list have Irish and the ability to conduct the interviews as Gaeilge.

1. Caroline Herity
2. Mary Kenny
3. Patricia Gurhy
4. Eddie Collins
5. Treasa Lowe
6. Rosaleen O'Neill

Cllr Tom Fortune abstained from participation in this item as he had not seen the board documents due to password expiry on his account.

6.3.c. KWETB Boards of Management Minutes

Noted by the Board. It was noted that most schools have their 2023 minutes submitted up to date.

Minute ETB 07-01-2024
No. 7 Risk Management

The risk management report was provided to the Board. No changes to risk ratings occurred since the last risk report provided to the Board. Additional mitigating actions were outlined to the Board from the report.

Minute ETB 08-01-2024
No.8 Buildings Report

The executive summary of the buildings report was presented by the Director of OSD.

It was noted on Cllr Patsy Glennon's behalf that he wished to acknowledge the progress on the Blessington Community College's modular accommodation and Special Educational Needs (SEN) units.

In relation to Celbridge Community School building progress, it was clarified that KWETB do not receive regular updates from the DE. However, KWETB does raise the issue with the DE when requested to do so by the Board of Management of the school. The CE clarified that the Association of Community and Comprehensive Schools (ACCS) is the representative body for community schools and that also the trustee role that KWETB plays is an executive one.

The planned population growth to areas such as Leixlip and Maynooth were noted, with members stating a lack of connection between local authority planning and DE planning. It was noted that the Executive had raised the issue of Confey College and its future development with the DE particularly the restrictions of its location, i.e. flood plain.

The Director of Schools informed the Board that the DE are prioritising providing school places for September 2024 and provision of more SEN facilities in the first instance. KWETB are patron of one of



the 4 new special schools opening for September 2024. This was welcomed by the Executive and the Board and support was offered in ensuring its success.

KWETB are patron of 8 of the 40 new school builds on the DE's work programme and patron to 9 schools in school capacity pressure areas. The areas identified by the DE include Kildare town, the Curragh, Newbridge, Naas, Greystones, Prosperous and Clane. The DE have communicated pressure on current budgets due to rising costs which can lead to building delays. KWETB require additionality in many of our schools and are working with the DE to plan for 2024, anticipating delays and liaising with school management to accommodate further intakes. The consequential pressure of increasing intakes at schools was noted by the Executive. It is unknown to the Executive if the DE are meeting with other patrons of schools in the pressure areas.

Health and safety was noted as an issue for Greystones Community College working between two campuses with no pedestrian crossing linking them and/or sufficient communication channels between both. It was noted that the DE should address same ahead of taking in further numbers. The delay to Greystones Community College build and the frustration regarding lack of timelines from the DE for the project was also noted.

A gap in progress since a report in March 2023 regarding Ardscoil Rath Iomghain's extension was noted and the impact of same was acknowledged, noting it is continually raised with the DE. DE provided timelines for The Curragh Community College's new build remain the same although schedules are subject to change depending on circumstances.

The Board were informed that the Galecholáiste Mháigh Nuad tender process for the Design Team is expected to take a few months, to ensure formal and correct processes and procedures are followed.

It was confirmed that the new project management services for FET capital projects will assist on BIFE capital projects, this was a welcome initiative considering ongoing issues on the campus. The BIFE open day was also noted to the Board as a great event by attending member David O'Gorman.

The Board members frustration with building projects slow progress and with the lack of answers for the school communities were expressed. The Board acknowledged that the Boards of Management and the KWETB Executive and Buildings teams are doing what they can in these situations.

Minute ETB 09-01-2024

No. 9 Finance Report

The Finance report was outlined. KWETB expended 99.95% of their total budget up to 31st December 2023.

Member dissatisfaction was expressed that the costs of the ETBI Conference in Cork this year were not fully covered by the travel and subsistence allowances, which was disappointing as attendance was as a representative of the ETB. The CE noted this was also mentioned at Executive level amongst forums to ETBI. This is an important item for the Chair to bring to the Reserve Members forum.

The Board's quorum was lost and reduced to 11 members near the end of this item.



Minute ETB 10-01-2024

No. 10 Correspondence for the Board

No correspondence received for the Board for today's meeting.

Minute ETB 11-01-2024

No. 11 Members Business/Questions

11.1 Board Effectiveness Self-Evaluation via Ms Forms

The Board Effectiveness Self-Evaluation survey provided is derived from the Code of Practice for the Governance of ETBs 2019 remains active for further participation from members.

Minute ETB 12-01-2024

No. 12 Date of next meeting

Date of next meeting;

Tuesday 27th February at 10.30a.m. fully online as a one agenda item for the Service Plan adoption.

Signed: _____

Date: _____

27/02/2024

Cllr. Daragh Fitzpatrick
Chairperson of Kildare and Wicklow ETB



BORD OIDEACHAIS AGUS OILIÚNA
CHILL DARA AGUS CHILL MHANTÁIN
KILDARE AND WICKLOW
EDUCATION AND TRAINING BOARD

Addendum to the Minutes

Discussion took place following a member's wish to support the calls to an end to the violence in Gaza and Israel. Members of the Board wished that support for same could be formally recorded at the next meeting when a quorum is present.

Then the Chief Executive clarified that the Executive of an ETB is obliged to remain politically non-partisan.