



**KWETB Board Meeting**  
**Minutes of the Board of KWETB held on Tuesday 20<sup>th</sup> August 2024 at 10.45am**  
**Hybrid Meeting**  
**Venue: The Executive Suite, Áras Chill Dara, Naas, Co. Kildare**

**Present:** Cllr. Daragh Fitzpatrick, Cllr. Tom Fortune, Cllr. Louise Fenelon Gaskin, Cllr. Rupert Heather, Mr. Stephen Horan, Cllr. Aoife Flynn Kennedy, Cllr. Paul O' Brien, Cllr. Claire O'Rourke, Cllr. Evie Sammon, Cllr. David Trost, Cllr. Brendan Wyse, Cllr. Nuala Killeen and Ms. Lisa Campbell (NPC)

**In attendance:** Dr. Deirdre Keyes, Dr. Áine Murphy and Ms. Dee Wood

**Apologies:** Cllr. John Snell

**AGENDA**

1. Declaration Conflicts of Interest
2. Appoint 5 members in accordance with Section 30(11) of ETB Act 2013

List of specified bodies attached

Nominations and bios received will be provided to Board members at the meeting for their consideration.

The Board must appoint;

- i. One person chosen from Section A – business, industry and employers
- ii. One person chosen from Section B – Learners
- iii. One person chosen from Section C – management and leadership of schools
- iv. Two persons chosen from Section A, B, C or D
- v. At least two men and two women should be chosen

1. Set a date for the next meeting
  - a. Tuesday 17<sup>th</sup> September 2024 at 10.30, venue TBC

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| <b>Minute ETB – Part II/01/08/2024</b> |
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| Chief Executive's welcome |
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The Chief Executive Dr. Deirdre Keyes welcomed the Board members along with the newly elected NPC appointee, she reiterated that no male nominee for parent representative was received from NPC but that KWETB have been advised that a male nominee will be forthcoming on the commencement of the academic term. We have a vacant position of female staff representative and an election for appointment of same will be held in the coming months.

The CE confirmed that this meeting of the Board had a specific agenda that is set out under the ETB Act 2013. It is procedural and precludes the Board from conducting any other business other than those provided for under legislation. Constitution of the Committees of the Board, including the Audit and Risk and Finance Committees and Board of Managements will take place at the September meeting of the Board. Approval of Terms of Reference for those committees will also occur in September. The election of Chair of the Board will take place in September, and for today's meeting, the Chief Executive will facilitate the meeting. The Board was advised that training to assist them in their role as Board members will be provided by KWETB in September and further training provided by ETBI in October.

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| <b>Minute ETB Part II/ 02/08/2023</b> |
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| No. 1 Agenda – Conflicts of Interests |
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Cllr. Daragh Fitzpatrick stated that he sat as a member of the Irish Horse Racing Board alongside two nominees that have been presented by Horse Racing Ireland from the list of specified bodies confirmed for nomination in accordance with Section 30 (11) of ETB Act 2013.

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| <b>Minute ETB Part II/03/08/2023</b> |
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| No. 2 Agenda - Appoint 5 members in accordance with Section 30(11) of ETB Act 2013 |
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The Chief Executive, Dr. Deirdre Keyes and Áine Murphy, Governance and Compliance officer in KWETB, guided the Board through the nominations process. Short biographies of all nominees were distributed. Dr. Deirdre Keyes explained that the purpose of selecting the appropriate bodies, and their representatives was to ensure that the learner voice is supported and that the members were satisfied that equality and inclusion are supported on all levels

The Executive (other than the minute taker) left the meeting temporarily to allow the Board time for detailed consideration. The Board held a discussion on the nominees put forward by the specified bodies for consideration for inclusion on the Board of KWETB. Following a lengthy discussion and cognisant of the gender balance requirement and appropriateness to ensure that the Board is representative of service users the following nominees were duly appointed.



The following nominees have been proposed, seconded and agreed by the Board:

**Category A – Business, Industry and Employers**

Nominated person – Ms. Carol Nolan

**Specified Body** – Horse Racing Ireland

**Proposed** – Cllr. Evie Sammon

**Seconded** – Cllr. Rupert Heather

**Category B - Learners**

Nominated person - Ms. Anne Ferris

**Specified Body** – Technological Higher Education Association (THEA)

**Proposed** – Cllr Paul O’Brien

**Seconded** – Cllr Claire O’Rourke

**Category C – Management of, or leadership in recognised schools**

Nominated Person – Ms. Maria Barry

**Specified Body** – Joint Managerial Body

**Proposed** – Cllr. Aoife Flynn Kennedy

**Seconded** – Cllr. Evie Sammon

**Category A – Business, Industry and Employers**

Nominated person – Mr. Eamon O’Flaherty

**Specified Body** - IPAV

**Proposed** – Cllr. Rupert Heather

**Seconded** – Mr. Stephen Horan

**Category B – Learners**

**Specified Body** – Down Syndrome Ireland

Nominated person - Mr. Tom Russell

**Proposed** – Cllr. Paul O’Brien

**Seconded** – Cllr. Louise Fenelon Gaskin



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

*Minute ETB Part II/04/08/2023*

No. 3 Agenda – Set a date for the next Board Meeting

The next meeting for the KWETB Board is scheduled for Tuesday, the 17<sup>th</sup> September 2024 at 10.30 am, Celbridge FETC.

Signed: Paul O'Brien

Date: 2/10/24

Cllr. Paul O'Brien

Chairperson of Kildare and Wicklow ETB