

Kerry Education and Training Board
Bord Oideachais agus Oiliúna Chiarraí

Minutes of Kerry Education and Training Board (Kerry ETB) meeting held via Video Conference on Tuesday May 25th 2021.

In Attendance:

Cllr. Jim Finucane	Cllr. Terry O'Brien
Cllr. Michael Cahill	Cllr. Cathal Foley
Cllr. Fionnán Fitzgerald	Cllr. Deirdre Ferris
Cllr. Maura Healy-Rae	Cllr. Marie Moloney
Cllr. Norma Moriarty	Cllr. Niall O'Callaghan
Cllr. Aoife Thornton	Mr. Joe Brennan
Mr. Noel Keenan	Ms. Catriona Kerin
Ms. Maria O'Gorman	Ms. Joan McCrohan
Mr. Zaid Kassoob	Ms. Celia O'Shea

Mr. Colm Mc Evoy, Chief Executive Officer (CEO), Ms. Maria Brennan, Director of Organisation Support and Development (OS&D), Mr. Owen O'Donnell, Director of Further Education and Training (FET), Ms. Maryanne Lowney, Support to Directors of FET and SYM, Mr. Tommy Conroy, Head of Finance, Ms. Aileen O'Connor, Head of Corporate, Capital and Technology (CCT) Department, Ms. Betty Corkey, Head of Human Resources, Mr. Pdraig O'Sullivan, Buildings Officer, Ms. Patricia Tierney, Executive Support, Ms. Karen Griffin, Executive Support and Ms. Catherine Horgan, Executive Support were also in attendance.

As Ms. Ann O'Dwyer, Director of Schools, Youth and Music (SYM) was an ETBI representative at the Joint Oireachtas Committee for Education, Further and Higher Education, Research, Innovation and Science, she joined the meeting at Section 7.2.

As per Section 1.18 of Circular Letter 0002/2019, the conflict of interest document was circulated electronically to be signed prior to the meeting to the Members (a copy of which is attached to the minutes). The Chairperson asked Board Members to verbally declare any conflicts of interest before commencing with the meeting.

05/2021/1	APOLOGIES & CONDOLENCES LEITHSCÉALTA AGUS COMHBHRÓN
1.1	Apologies/Leithscéalta: ➤ Mr. Tim Daly
1.2	Condolences/Comhbhrón: An Cathaoirleach, Cllr. Jim Finucane expressed his sympathy and that of the Board to: ➤ To Mr. Owen O'Donnell, Director of FET, on the death of his Aunt, Ms. Monica Doherty. ➤ To Mr. Kevin Fay, Instructor, Kerry College Monavalley Campus, on the death of his Mother-in-Law, Ms. Bridget Connolly. ➤ To Mr. Kevin Fay, Adult Education Officer, on the death of his Grandmother, Ms. Bridget Connolly.

	<ul style="list-style-type: none"> ➤ To Ms. Aileen Corridon, Coláiste Gleann Lí, on the death of her Brother, Mr. Patrick Corridon. ➤ To Mr. Kevin O'Connor, Kerry College Monavalley Campus, on the death of his Father, Mr. John O'Connor.
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05/2021/2	CONGRATULATIONS COMHGHAIRDEAS
2.1	<p>Congratulations/Comhghairdeas: Congratulations to:</p> <ul style="list-style-type: none"> ➤ Castleisland Community College who won at the National Construction Industry Federation (CIF) Build a Home Competition. ➤ Castleisland Community College who were awarded their Amber Flag, which is an initiative by Pieta House to recognise the individual efforts of schools, colleges, universities, community groups, clubs and companies that create healthy, inclusive environments that support mental well-being. ➤ Castleisland Community College teacher, Ms Leahy and the Timpeall an Tí group, who won 1st Place in the Intellectual Property Category and 3rd in the overall Intermediate Category at the National Student Enterprise Awards. ➤ Killorglin Community College Young Social Innovators (YSI) Group who won two national awards at the YSI of the Year Awards. ➤ Congratulations to Andrea Foley, Katelyn O'Connell-Griffin and Leah William-Morgan, 5th year student in Coláiste Gleann Lí, who completed the GAISCE Programme this year. ➤ Coláiste Gleann Lí who recently achieved the National Well Read Award which fosters and encourages a culture of reading for pleasure in schools.

05/2021/3	MINUTES OF LAST BOARD MEETING - FOR ADOPTION MIONTUAIRISCÍ ÓN gCRUINNIÚ DEIREANACH BOIRD - LE GLACADH
3.1	<p>The minutes of the Kerry ETB meeting held on April 27th 2021 were adopted and signed.</p> <p style="text-align: center;">Proposed: Mr. Noel Keenan Seconded: Ms. Joan McCrohan</p>
3.2	<p>The minutes of the Kerry ETB Board Self-Assessment meeting held on May 11th 2021 were adopted and signed.</p>

	Proposed: Cllr. Terry O'Brien Secoded: Cllr. Aoife Thornton
05/2021/4	MATTERS ARISING FROM MINUTES AG ÉIRÍ AS NA MIONTUAIRISCÍ
4.1	<p>Gaelcholáiste Nua School Building Project Update</p> <p>An update was provided by the Buildings Officer, Mr. Padraig O'Sullivan addressing the following:</p> <ul style="list-style-type: none"> ➤ As advised at the ETB Board meeting on April 27th 2021, Vision Contracting Limited (Main Contractor) commenced on site. ➤ On April 26th 2021, the Design Team received a 'Value Engineering Proposal' from the main contractor seeking approval to proceed with precast concrete panels in lieu of in-situ blockwork. Kerry ETB issued the proposal to the Department of Education (DoE) for consideration and requesting approval to proceed based on the recommendation of the Design Team. ➤ On May 5th 2021 a site meeting with all stakeholders was held virtually followed by a site visit with the Design Team Lead. ➤ On May 12th 2021 Kerry ETB received approval from the DoE to proceed with the 'Value Engineering Proposal' and switch to precast concrete panels. ➤ Alison McQueen & Associates (Archaeologists) on behalf of Kerry ETB finalised the archaeological investigation on May 10th 2021. The area in question has since been returned to the contractor ➤ There have been no delays caused by the archaeological finds and the contractor remains on target for completion in line with the contracted programme. ➤ The inaugural meeting of the 'Project Board' will be held virtually on May 25th 2021. The function of the Project Board is to review disputed Employer Representative determinations of change orders within the PwCF1 Public Works Contract. ➤ At present no matters have been referred to the Board for consideration. Mr. John Hughes (Standing Conciliator) will act as Chair of the Project Board. Kerry ETB's nominees to the Project Board are as follows. <ol style="list-style-type: none"> 1. Mr. Tommy Conroy, Head of Finance, Kerry ETB 2. Mr. Nigel Crowe, Director, Kane Crowe Kavanagh Quantity Surveyors, Tralee. <p>The Contractor is currently progressing works, completing the laying the foundations etc.</p> <p>The Board welcomed this update and the progress with this project.</p>

<p>4.2</p>	<p>Listowel School Accommodation Update</p> <p>An update was provided by the Buildings Officer, Mr. Pdraig O’Sullivan that addressed the following:</p> <ul style="list-style-type: none"> ➤ As advised at the ETB Board meeting on April 27th 2021 Kerry ETB, on February 24th 2021, received an email from Mr. Brian O’Connell, School Capital Appraisal Section, DoE in relation to ongoing developments regarding an alternative location for FET provision in Listowel. ➤ The DoE have sought clarification re the future needs of Coláiste na Ríochta to allow for the development of a master plan of the Coláiste na Ríochta site ➤ Members of the Kerry ETB CCT Department have been liaising with the school in relation to the application for additional accommodation and have met with the Director of SYM, Principal and Deputy Principal in relation to the above matter to determine the extent of the accommodation that is required. ➤ On May 19th 2021, a detailed application was submitted to the DoE outlining the requirements of the school and the rationale (detailed in report as circulated with meeting agenda). ➤ Matters re the proposed purchase of Unit 1, Listowel Business Development Centre, Listowel Business Park, Listowel, Co. Kerry, V31 PC79 are addressed under Section 4.6. <p>The Board noted this update.</p>
<p>4.3</p>	<p>Listellick National School Building Project Update</p> <p>An update was provided by the Buildings Officer, Mr. Pdraig O’Sullivan that addressed the following:</p> <ul style="list-style-type: none"> ➤ As advised at the ETB Board meeting on April 27th 2021, Design Team Lead (Oppermann Associates), on behalf of Kerry ETB, published the tender for the appointment of the main contractor for the construction of the new school at Listellick Tralee, on March 2nd 2021. ➤ On April 9th 2021, Kerry ETB received six tenders for main contractor ahead of the deadline for receipt of tenders on April 9th 2021. ➤ Oppermann Associates issued the Stage 3 Tender Report to Kerry ETB on May 5th 2021 recommending the appointment of the main contractor. ➤ On May 6th 2021, Kerry ETB issued the Stage 3 Tender Report to the DoE requesting their approval to commence the appointment process in line with the Service Level Agreement (SLA) for the project. ➤ Kerry ETB awaits DoE approval to commence the appointment of the contractor. ➤ Based on current project timelines Kerry ETB expect to commence on site in late June 2021. <p>The Board welcomed this update.</p>

4.4	<p>Kerry Diocesan Youth Service (KDYS) and Kerry ETB Mediation Update</p> <p>An update was provided by the CEO that addressed the following</p> <ul style="list-style-type: none"> ➤ April 30th 2021, correspondence issued to An Cathaoirleach, Kerry ETB from the Department of Children, Equality, Disability, Inclusion and Youth (DCEDIY) which confirmed that the DCEDIY is not in a position to seek alternative funding arrangements from January 2022, as requested by the ETB in correspondence dated February 9th 2021. ➤ Kerry ETB have also been advised that on April 30th 2021, DCEDIY Assistant Secretary issued correspondence to the KDYS Chairperson. <p>The Board noted this update.</p>
4.5	<p>Head Office Rent Review update</p> <p>The Head of Finance provided the following update:</p> <ul style="list-style-type: none"> ➤ An Arbitrator has been appointed to arbitrate on the Market Rent as at August 1st 2020. ➤ The arbitration is proposed to take place via a “Documents Only Procedure”. Kerry ETB, following a Request for Quotations process, has appointed Ger Carmody Auctioneers to act on behalf of Kerry ETB ➤ Ger Carmody Auctioneers are in the process of drafting a document detailing an opinion of market rent as at August 1st 2020. ➤ Landlords Representative (Savills) will submit a similar document. ➤ The Arbitrator will make a determination based on the document presented. The Board will receive a further update re the Arbitrator’s determination. <p>The Board noted this update.</p>
4.6	<p>Block F Industrial Unit (Ansaldo Building), Monavalley Industrial Estate and Unit 1, Listowel Business Development Centre Sale Updates</p> <p>An update was provided by the Buildings Officer; Mr. Pdraig O’Sullivan as follows:</p> <p>Block F Industrial Unit (Ansaldo Building), Monavalley Industrial Estate</p> <ul style="list-style-type: none"> ➤ As advised at the April 27th 2021 Board meeting, Kerry ETB understands that Block F, Monavalley is now ‘Sale Agreed’ to a third party by Shannon Commercial Properties (SCP). ➤ April 28th 2021, Department of Further and Higher Education Innovation and Science (DFHERIS) were advised, following a further query, that Kerry ETB understands that Block F, Monavalley is now ‘Sale Agreed’ to a third party (email correspondence dated April 28th 2021 to Emma Leonard, DFHERIS from Head of CCT Department). ➤ Re the current landlord status for Block F (Shannon Commercial Properties), Kerry ETB solicitors Murphy, Ramsay, Walsh have been

	<p>advised that the new owners details will be shared in time with Kerry ETB.</p> <ul style="list-style-type: none"> ➤ In addressing pressing accommodation needs presenting for additional apprentices etc., on April 15th 2021, Kerry ETB placed an advertisement in a local newspaper seeking expressions of interest re leasing a property of c. 20,000 sq. ft. in Tralee for Kerry College Monavalley Campus provision. The date set for responses was April 26th 2021. Two responses were received from (1) BioAtlantis Ltd (Clash Industrial Estate) and (2) Davis Hunter Auctioneers (Previously BorgWarner Building, Monavalley Industrial Estate Tralee). <p>The Board Members were advised that an issue has also arisen re; the boundary mapping between Kerry College, Monavalley site and the Block F site. This matter is being addressed by the respective legal agents and a further update on this will be provided at the next Board Meeting</p> <p>The Board noted this update.</p> <p>Unit 1, Listowel Business Centre, Listowel</p> <p>The following update was provided in respect of the proposed acquisition of Unit 1, Listowel Business Centre, Listowel:</p> <ul style="list-style-type: none"> ➤ As advised previously, April 26th 2021, a meeting was scheduled with SCP re Listowel building purchase. ➤ April 27th 2021, ETB Board gave approval to proceed with the purchase of the Listowel building subject to DoE and DFHERIS approval, on the understanding that the ETB may not be able to achieve full vacant possession until April 2022. ➤ April 27th 2021, Head of CCT provided an update to the DFHERIS re the purchase of the Listowel building and a full update on tenancy matters. ➤ April 29th 2021, DFHERIS approval received to sign Heads of Terms (HOT) noting the legislative issue pertaining to the establishment of the DFHERIS (DFHERIS has total budgetary and functional responsibility for FET but the provisions of the ETB Act remains under the DoE i.e. DFHERIS to date is without legislative basis). Extract from DFHERIS email as follows: <i>'We are satisfied that you may proceed to agree the Heads of Terms but please note that the consent of the Minister for Education will be required before closing the sale. This should be noted in the Head of Terms or otherwise be made clear to the vendor. I have discussed further with the Department of Education today and we will progress this in parallel to the contract for sale being drawn up, so I do not foresee it delaying the process.'</i> ➤ May 4th 2021, Head of CCT advised DFHERIS, following query raised, that the purchase price is exclusive of VAT and VAT information will issue with the contracts from SCP. DFHERIS was also advised re the timeline and process for signing contracts.
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	<ul style="list-style-type: none"> ➤ May 5th 2021, an email was issued from the ETB Chief Executive Officer (CEO) to SCP providing an update on all matters, and confirming approval has been received to sign the non-binding HOT, noting all matters are subject to contract/contract denied. ➤ May 7th 2021, An Cathaoirleach and the CEO signed and sealed the HOT. SCP were advised, by email, of same. ➤ May 10th 2021, signed HOT were returned by MRW Solicitors to Cushman & Wakefield (Vendors for SCP). ➤ May 13th 2021, Kerry ETB CCT Department met with Ionic Consulting (one of the current tenants in Listowel Business Park) to discuss the relocation of their offices with a view to ensuring the building can be purchased and vacant possession achieved by March 2022. ➤ On May 21st 2021, Kerry ETB received confirmation from MRW Solicitors that the Board of SCP had approved the sale of Unit 1, Listowel Business Development Centre to Kerry ETB. MRW Solicitors have advised that the sale is “Subject to Contract” and that Kerry ETB are in effect “Sale Agreed” on the property. <p>The Board members were advised that matters will be progresses in a timley manner. Members welcomed this update.</p>
4.7	<p>Update re the English Language requirements for some FET courses</p> <p>Further to a query raised by Board Member, Mr. Zaid Kassoob at the April 27th 2021 Board Meeting, the Director of FET, Mr. Owen O’Donnell provided the an update re the current English language requirements.</p> <p>In terms of English language entry requirements for Kerry College, Level 5 and 6 National Framework Qualifications (NFQ) Courses, the Common European Framework of References for Languages, (CEFR) Level B1 or higher English Language Competency in written and spoken English is required.</p> <p>The Director of FET explained the current process:</p> <ol style="list-style-type: none"> 1. The Admissions Office ensures that the applicant is made aware of the recommended level of proficiency of Independent user B1 or B2 for the given course 2. Applicants self-assess their English language competency-based on the Common European Framework of References (CEFR) for Languages, which sets out language proficiency under three broad levels - Basic User, Independent User and Proficient User. 3. The applicant communicates the outcome of the self-assessment by circling the relevant row/column in the grid level indicator 4. The applicant confirms that they are competent in the use of English to this level of proficiency

	<p>The Admissions Office accepts this as a self-declaration by the applicant of his/her level of proficiency.</p> <p>The Director of FET, advised that he had liaised with Board Member, Mr. Zaid Kassoob and discussed a number of possible initiatives/additional supports to assist in ensuring that accessing FET courses is as straightforward as possible for learners with English as a second language.</p> <p>The initiatives/additional supports discussed included, offering English for Speakers of Other Languages (ESOL) courses specific to the course technical area, for example Wind Turbine maintenance, Mechanics, Electrical, etc.</p> <p>The Board welcomed the update. The Director of FET advised an update on progressing these matters will be provided at the next meeting.</p>
<p>4.8</p>	<p>Update re All-Irish Post-Primary provision in Killarney</p> <p>The following update was provided in respect of all-Irish Post-Primary provision in Killarney, as raised at the April 27th 2021 Board Meeting:</p> <ul style="list-style-type: none"> ➤ Meeting held with Killarney Community College, parents from Gaelscoil Faithleann, Killarney and Mr. Zaid Kassoob (Kerry ETB Board Member) on Tuesday April 29th 2021. ➤ Killarney Community College agreed to prepare a survey of 3rd, 4th and 5th class students in the Killarney primary school catchment area to determine the need for an AONAD in the Killarney area. This will be carried out in early June. ➤ Killarney Community College and the Director of SYM received a briefing on the AONAD requirements and policy context from ETBI Irish Officer on Tuesday May 11th 2021. ➤ Next meeting with Killarney Community College and parents scheduled for Wednesday June 23rd 2021. ➤ Following discussions, a review of demand and the submission of a request to the DOE, if approval is given, it would likely be commencing in September 2022. <p>A further update will be provided at the next Board meeting.</p>

<p>05/2021/5</p>	<p>EDUCATION AND TRAINING TOPICS FOR DISCUSSION ÁBHAIR OIDEACHAS AGUS OILIÚINT LE PLÉ</p>
<p>5.1</p>	<p>COVID-19 Update</p> <p>Reports, as circulated with the meeting agenda, by the Director SYM and the Director FET addressing COVID-19 related matters were noted.</p>

5.2	<p>Presentation re Kerry College proposals for FET provision in Killarney - Director of FET and Buildings Officer</p> <p>The Director of FET, Mr. Owen O'Donnell gave a detailed update on the proposals for the development of a Kerry College Campus in Killarney (as per report circulated with the meeting agenda). An advert was placed by Kerry ETB in the Kerry's Eye newspaper on April 22nd 2021, seeking expressions of interest for property to lease in Killarney, Co. Kerry.</p> <p>The Report addressed the following matters:</p> <ul style="list-style-type: none"> ➤ Current Property Portfolio within Killarney ➤ Short Term Requirements - Q3 2021 ➤ Medium Term Requirements - Q3 2022 ➤ Long Term Objectives - Establishment of full Kerry College Campus in Killarney <p>The Director of FET in addressing this matter explained that the establishment of a fully operational Kerry College - FET - campus in Killarney was a priority. Currently the ETB has a number of leased properties in Killarney and the consolidation of FET provision on a single campus site would be welcome.</p> <p>Following discussions, it was agreed that the Director of FET and colleagues would prepare a business plan detailing the various location options for FET provision in Killarney, by the end of July 2021. The report will address a number of options, including the possible acquisition and use of the Sara Lee building.</p> <p>If approved by the Board, the business plan will be submitted to SOLAS and the DFHERIS for consideration as a strategic project for FET in Co. Kerry.</p> <p>The Board welcomed this update and An Cathaoirleach thanked the Director of FET for the presentation.</p> <p>The Board were advised that a further presentation would be made at the June Board Meeting on the proposals for FET provision in Tralee.</p>
05/2021/6	<p>GOVERNANCE RIALACHAS</p>
6.1	<p>Risk Management</p> <p>The Director of OS&D, Ms. Maria Brennan provided an update on Risk Management and advised the following:</p>

Risk Management Framework

- Risk and Compliance meeting took place on May 10th 2021. The agenda for meeting was as follows:
 - Risk Communications
 - Risk Register Updates from Directors
 - Review of Corporate Risk Register
 - Review of matters arising from the Compliance Framework
 - Update re Audits
- The process for communicating and managing risks at management meetings (i.e. Principals and FET Management meetings respectively) was discussed and revised to allow line management the opportunity to 'comment on the effectiveness of the controls' identified in their peer's registers, make suggestions, etc. This process is to encourage open and transparent conversations re risks, mitigation of same etc.
- The Director of FET is currently finalising the FET register for Quarters 1 and 2 i.e. FET Risk Register Version 1.1 2021
- SYM Risk Register Version 1.1 2021 was updated. Dir. of SYM to update and finalise Version 1.2 for September 2021.
- The Corporate Risk Register is now accessible to all staff on the Kerry ETB Policy SharePoint.
- Next meeting of the Audit and Risk Committee meeting will review registers in further detail.

The Director of OS&D, Ms. Maria Brennan, in her capacity as Chief Risk Officer (CRO), advised that the Corporate Risk Register was updated and approved at the Senior Executive Management meeting on May 17th 2021 and that the Register was circulated to Board Members with the Board Meeting Agenda. Risk 1 on the Corporate Risk Register was addressed, including the controls identified by the Executive in relation to this risk.

This was noted by the Board.

<p>6.2</p>	<p>Minutes of School Boards of Management (BOM) Meetings Minutes of the following Board of Management meetings were noted and formally approved by the Board:</p> <table border="1" data-bbox="539 360 1430 1039"> <thead> <tr> <th>School BOM</th> <th>Meeting Date</th> <th>Board Member in Attendance at the BOM</th> </tr> </thead> <tbody> <tr> <td rowspan="4">Causeway Comprehensive School</td> <td>December 7th 2020</td> <td>Cllr Aoife Thornton Ms Maria O’Gorman</td> </tr> <tr> <td>January 18th 2021</td> <td>Cllr. Aoife Thornton Ms. Maria O’Gorman Mr. Noel Keenan</td> </tr> <tr> <td>February 22nd 2021</td> <td>Ms. Maria O’Gorman Mr. Noel Keenan</td> </tr> <tr> <td>March 22nd 2021</td> <td>Ms. Maria O’Gorman Mr. Noel Keenan</td> </tr> <tr> <td>Tahilla CNS</td> <td>January 19th 2021</td> <td>Cllr. Norma Moriarty</td> </tr> <tr> <td rowspan="2">Coláiste na Ríochta</td> <td>December 7th 2020</td> <td>Ms. Maria O’Gorman Mr. Noel Keenan</td> </tr> <tr> <td>March 22nd 2021</td> <td>Mr. Noel Keenan</td> </tr> </tbody> </table> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Terry O’Brien</p>	School BOM	Meeting Date	Board Member in Attendance at the BOM	Causeway Comprehensive School	December 7 th 2020	Cllr Aoife Thornton Ms Maria O’Gorman	January 18 th 2021	Cllr. Aoife Thornton Ms. Maria O’Gorman Mr. Noel Keenan	February 22 nd 2021	Ms. Maria O’Gorman Mr. Noel Keenan	March 22 nd 2021	Ms. Maria O’Gorman Mr. Noel Keenan	Tahilla CNS	January 19 th 2021	Cllr. Norma Moriarty	Coláiste na Ríochta	December 7 th 2020	Ms. Maria O’Gorman Mr. Noel Keenan	March 22 nd 2021	Mr. Noel Keenan
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<p>6.3</p>	<p>Minutes of FET Governance Board Meetings Minutes of the following FET Section 44 Committee meetings were noted and formally approved by the Board:</p> <table border="1" data-bbox="549 1352 1422 1901"> <thead> <tr> <th>Section 44 Committee</th> <th>Meeting Date</th> <th>Board Member in Attendance at the Governance Board/BOM</th> </tr> </thead> <tbody> <tr> <td>FETC</td> <td>January 20th 2021</td> <td>Cllr. Norma Moriarty Cllr. Niall O’Callaghan Ms. Maria O’Gorman</td> </tr> <tr> <td>Youthreach</td> <td>February 11th 2021</td> <td>Mr. Noel Keenan</td> </tr> <tr> <td>Cappanalea NCOET</td> <td>February 25th 2021</td> <td>Cllr. Jim Finucane</td> </tr> <tr> <td>Kerry College</td> <td>March 4th 2021</td> <td>Cllr. Jim Finucane Cllr. Terry O’Brien Cllr. Norma Moriarty</td> </tr> </tbody> </table> <p style="text-align: center;">Proposed: Cllr Fionnán Fitzgerald Seconded: Cllr. Deirdre Ferris</p>	Section 44 Committee	Meeting Date	Board Member in Attendance at the Governance Board/BOM	FETC	January 20 th 2021	Cllr. Norma Moriarty Cllr. Niall O’Callaghan Ms. Maria O’Gorman	Youthreach	February 11 th 2021	Mr. Noel Keenan	Cappanalea NCOET	February 25 th 2021	Cllr. Jim Finucane	Kerry College	March 4 th 2021	Cllr. Jim Finucane Cllr. Terry O’Brien Cllr. Norma Moriarty					
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6.4	<p>Minutes of the Youth Work Committee There were no Youth Work Committee Meeting minutes for approval at this meeting.</p>						
6.5	<p>Minutes of Partnership School BOM Meetings Minutes of the following Partnership School Board of Management meeting was noted by the Board:</p> <table border="1" data-bbox="467 551 1493 674"> <thead> <tr> <th data-bbox="467 551 852 618">School BOM</th> <th data-bbox="852 551 1077 618">Meeting Date</th> <th data-bbox="1077 551 1493 618">Board Member in Attendance</th> </tr> </thead> <tbody> <tr> <td data-bbox="467 618 852 674">Scoil Phobail Sliabh Luachra</td> <td data-bbox="852 618 1077 674">March 1st 2021</td> <td data-bbox="1077 618 1493 674">Cllr. Marie Moloney</td> </tr> </tbody> </table>	School BOM	Meeting Date	Board Member in Attendance	Scoil Phobail Sliabh Luachra	March 1 st 2021	Cllr. Marie Moloney
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Scoil Phobail Sliabh Luachra	March 1 st 2021	Cllr. Marie Moloney					
6.6	<p>Kerry ETB Policies for Approval The following policies were circulated prior to the meeting with the meeting agenda and presented to the Board for approval by the Director of OS&D, Ms. Maria Brennan:</p> <ul style="list-style-type: none"> ➤ Student/Learner References Procedure ➤ CCTV Policy Template for Kerry ETB Schools/Centres – Revised <p>The Board approved the policies as presented by the Director of OS&D.</p> <p style="text-align: center;">Proposed: Cllr. Terry O’Brien Seconded: Cllr. Marie Moloney</p> <p>The following Policy and Procedures were deferred for Board to the June ETB Board meeting:</p> <ul style="list-style-type: none"> ➤ Third Party Governance Policy and Procedure ➤ Procedures for Alleged Breaches/Infringements of Third Party Agreements <p>The Board Members noted this update.</p>						
6.7	<p>Health & Safety Matters Update The Head of CCT Department, Ms. Aileen O’Connor provided an update addressing the following;</p> <table border="1" data-bbox="467 1731 1501 1973"> <thead> <tr> <th data-bbox="467 1731 735 1798">Activity</th> <th data-bbox="735 1731 1501 1798">Update</th> </tr> </thead> <tbody> <tr> <td data-bbox="467 1798 735 1883">Central Safety Policies</td> <td data-bbox="735 1798 1501 1883">➤ Q2 Review meeting Scheduled with Directorate for June</td> </tr> <tr> <td data-bbox="467 1883 735 1973">COVID-19 Measures</td> <td data-bbox="735 1883 1501 1973">➤ Review carried out of Covid Risk Assessment for Kerry Film Project</td> </tr> </tbody> </table>	Activity	Update	Central Safety Policies	➤ Q2 Review meeting Scheduled with Directorate for June	COVID-19 Measures	➤ Review carried out of Covid Risk Assessment for Kerry Film Project
Activity	Update						
Central Safety Policies	➤ Q2 Review meeting Scheduled with Directorate for June						
COVID-19 Measures	➤ Review carried out of Covid Risk Assessment for Kerry Film Project						

	<table border="1"> <tr> <td data-bbox="464 241 732 331"></td> <td data-bbox="732 241 1506 331">➤ Review carried out of updated Work Safely Protocol as issued by NPHEA and the Department of Health.</td> </tr> <tr> <td data-bbox="464 331 732 421">Risk Assessment Program</td> <td data-bbox="732 331 1506 421">➤ Risk Assessment for Transition Year activities carried out.</td> </tr> <tr> <td data-bbox="464 421 732 477">Safety Committee</td> <td data-bbox="732 421 1506 477">➤ Next meeting to take place Week Commencing 31st May 2021.</td> </tr> <tr> <td data-bbox="464 477 732 589">Training Programme</td> <td data-bbox="732 477 1506 589"> ➤ First Aid for Science Teachers completed as requested by the Health & Safety Committee ➤ Safety Officer Training completed. </td> </tr> </table> <p>This update was noted by the Board.</p>		➤ Review carried out of updated Work Safely Protocol as issued by NPHEA and the Department of Health.	Risk Assessment Program	➤ Risk Assessment for Transition Year activities carried out.	Safety Committee	➤ Next meeting to take place Week Commencing 31st May 2021.	Training Programme	➤ First Aid for Science Teachers completed as requested by the Health & Safety Committee ➤ Safety Officer Training completed.
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6.8	<p>Sustainability Update</p> <p>The Head of CCT, Ms. Aileen O'Connor provided an update addressing progress to date in terms of implementing the Sustainability Strategy 2020-2022;</p> <ul style="list-style-type: none"> ➤ Sustainability Reps have now been appointed for Schools and Centres ➤ First meeting with Sustainability reps took place 13th May 2021. ➤ Meeting held with An Taisce on 12th May 2021 addressing how Kerry College can achieve An Taisce Green Campus (across all Kerry College Campuses). ➤ Kerry ETB Sustainability Group Meeting took place on the 20th May 2021. The next Meeting scheduled for 24th June 2021. <p>The Board welcomed the update.</p>								
6.9	<p>Kerry College Board of Governance Composition re-structuring proposal</p> <p>The Director of FET, Mr. Owen O'Donnell advised the following;</p> <ul style="list-style-type: none"> ➤ Discussions are ongoing re proposed Board membership restructuring ➤ The current Board membership structure is as follows: <ul style="list-style-type: none"> ➤ 3 ETB Board nominees including the Chairperson ➤ 6 Staff nominees ➤ 1 Learner nominee (rotates between campuses annually) ➤ 2 Industry/Business nominees ➤ Related revisions to the Terms of Reference are currently being discussed. ➤ Finalised proposal to be ready for the June ETB Board meeting. <p>The Board noted this update.</p>								
6.10	<p>Kerry ETB Committees under Section 44 of the ETB Act 2013 - Appointments and Vacancies</p>								

	<p>The following Section 44/Board of Management (BOM) Appointments were made by the Board:</p> <table border="1" data-bbox="528 344 1442 595"> <thead> <tr> <th>Board Member Vacancies</th> <th>Nominee</th> <th>Category</th> </tr> </thead> <tbody> <tr> <td>Kerry College</td> <td>George Howlett</td> <td>Business & Industry Nominee</td> </tr> <tr> <td>Kerry College</td> <td>Jessica O’Sullivan</td> <td>Learner Nominee (Monavalley)</td> </tr> </tbody> </table> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Fionnán Fitzgerald</p> <p>The Board Members were advised of the outstanding Section 44 Committee vacancies, as follows:</p> <table border="1" data-bbox="616 862 1356 1010"> <thead> <tr> <th>Board Member Vacancies</th> <th>Nominee Category</th> </tr> </thead> <tbody> <tr> <td>Youthreach BOM</td> <td>Parent/Guardian Nominee (male)</td> </tr> </tbody> </table> <p>The filling of this Section 44 Committee vacancy is being actively addressed by both the Director of FET and the Chair of the Youthreach BOM and a further update will be provided at the next meeting.</p>	Board Member Vacancies	Nominee	Category	Kerry College	George Howlett	Business & Industry Nominee	Kerry College	Jessica O’Sullivan	Learner Nominee (Monavalley)	Board Member Vacancies	Nominee Category	Youthreach BOM	Parent/Guardian Nominee (male)
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6.11	<p>ETB Board Self-Assessment 2020 as per the Code of Practice for the Governance of ETB’s (CL0002/2019) Update</p> <p>The Director of OS&D, Ms. Maria Brennan provided the following update:</p> <ul style="list-style-type: none"> ➤ The meeting of the Board to address the self-assessment evaluation, as per Section 4 of CL0002/2019, took place on May 11th 2021 with positive feedback returned from Board Members. ➤ Based on Board Member feedback, the Executive will draft and implement an action plan. This plan will be tabled at the next Senior Executive Meeting, on June 8th 2021. <p>An Cathaoirleach thanked Ms. Maria Brennan, Ms Patricia Tierney and the Executive Support team for their assistance in this process and the Board Members for their participation in same.</p>													
6.12	<p>Annual Report 2020 as per Section 28 of the ETB Act 2013</p> <p>The Director of OS&D, Ms. Maria Brennan provided the following update:</p> <ul style="list-style-type: none"> ➤ Section 28 of the Education and Training Boards Act sets out that; <i>‘each education and training board shall, not later than 30 June in each year, prepare, adopt and submit to the Minister a report in relation to the</i> 													

	<p><i>performance of its functions during the year immediately preceding the year in which the report is submitted....'</i></p> <ul style="list-style-type: none"> ➤ The draft Kerry ETB Annual Report 2020 was circulated to the Directorate on May 11th 2021 for feedback. Responses to be returned by May 26th 2021. ➤ The draft Kerry ETB Annual Report 2020 will be circulated prior the June Board meeting to Board Members for adoption at the June Board meeting. <p>The Board Members were advised that a letter will issue to each members this week advising of their attendance at ETB Board Meetings and Section 45 Committee Meetings for 2020. Members we asked to review the letter, as attendance records are published in the Annual Report.</p> <p>The Board noted this update.</p>
6.13	<p>Internal Audit Unit-ETBs (IAUETBs) - Kerry ETB Audit Plan 2021</p> <p>The Director of OS&D, Ms. Maria Brennan provided the following update:</p> <ul style="list-style-type: none"> ➤ The IAU-ETB notified Kerry ETB on 29th April 2021 of the following audit plan for 2021: <ul style="list-style-type: none"> ➤ Follow-up of previous audit recommendations ➤ Third parties - CTCs ➤ Health and Safety ➤ In addition to the above audits, the following audit report is expected to issue to the ETB shortly: <ul style="list-style-type: none"> ➤ Procurement ➤ Further Education Allocation ➤ Youthreach <p>The Board noted this update.</p>

05/2021/7	CEO's REPORTS & QUESTIONS ON CEO's REPORTS / TUAIRISCÍ AN PHRÍOMHFHEIDHMEANNAIGH & CEISTEANNA ORTHU
7.1	<p>Finance Report</p> <p>The Finance Report up to 30th April 2021, as circulated with the Meeting Agenda, was presented by the Head of Finance, Mr. Tommy Conroy.</p> <p>The Report, as presented, was noted by the Board.</p> <p>Kerry ETB SOLAS Funding Allocation 2021</p> <p>The Head of Finance, Mr. Tommy Conroy addressed as follows:</p>

	<p>➤ On 13th May 2021, confirmation was received from SOLAS that Kerry ETB had been approved €35,702,488, this was the full amount sought by Kerry ETB as part of the 2021 Funding Allocation Request.</p> <p>➤ The figure excludes SOLAS Capital Allocation for 2021.</p> <p>An Cathaoirleach acknowledged the work undertaken in securing this funding for 2021.</p> <p>The Board welcomed this update.</p>
7.2	<p>The Director of SYM, Ms. Ann O'Dwyer, joined the meeting at this time.</p> <p>Buildings Report</p> <p>The Buildings Report, as circulated with the meeting Agenda, was noted by the Board and addressed projects in the following locations:</p> <ul style="list-style-type: none"> ➤ Knocknagoshel National School ➤ Killarney Community College ➤ Killorglin Community College ➤ Causeway Comprehensive School – extension ➤ Coláiste Gleann Lí ➤ Coláiste na Sceilge ➤ Castleisland Community College ➤ Coláiste na Ríochta ➤ Scoil an Ghleanna ➤ St. Oliver's National School, Killarney ➤ An Tóchar Further Education and Training Centre ➤ Tech Amergin Further Education and Training Centre ➤ Kenmare Further Education and Training Centre ➤ O'Connell Further Education and Training Centre <p>Cllr. Terry O'Brien advised that at the Coláiste Gleann Lí Board of Management (BOM) meeting, on May 25th 2021, concerns were raised regarding the removal of an access tunnel connecting the school to the adjoining Kerry College building and communications re this matter.</p> <p>Ms. Aileen O Connor, Head of CCT Department highlighted that the Management of Coláiste Gleann Lí had received the plans for the tunnel removal and have been involved in ongoing communication and meetings with members of the CCT department and the Director of SYM over the previous twelve-month period. This was re-affirmed by the Director of SYM. It has been clearly explained to the School Management the requirement to remove the tunnel to ensure the school is fully compliant with Building Regulations, Fire Safety Certificate (FSC) and Disability Access Certificate requirements.</p>

Cllr. Terry O' Brien also highlighted the need for additional accommodation for Coláiste Gleann Lí as enrolments for the academic year 2021/22 were increasing. In addressing this matter, the Buildings Officer advised that the CCT Department and the School Management were progressing an application for prefabs to accommodate the continuing rise in enrolments at the school.

The CEO stated that continued, year on year, increases in enrolments for the school was very positive. A meeting will be arranged with the BOM, the Director of SYM, Head of CCT, CEO and the Buildings Officer will attend and provide a full update on the building matters.

Use of the Kerry ETB Seal

In accordance with Schedule 3, Paragraph (2) of the Education and Training Boards Act 2013, Board members were advised that the seal of Kerry ETB was used to execute the following documents.

- Head of Terms for the Purchase of Unit 1, Listowel Business Centre, Listowel, Co. Kerry. This document was signed and sealed on May 7th 2021.
- The Deed of Transfer to finalise the rectification of title of Raheen Old Technical School, Annaghmore, Headford, Killarney, Co. Kerry was signed and sealed in advance of the ETB Board Meeting on May 25th 2021.

This update was noted by the Board.

Land & Leases

The Land and Leases Report, as circulated with the meeting Agenda, was noted by the Board and addressed the following matters:

- Killorglin Community College – Sports Complex Update
- Anaerobic Digestion Facility Causeway – Planning Appeal
- Causeway Comprehensive School – Land Swap
- Kerry ETB Lands at Cloonmore Tralee – Site of Gaelcholáiste Chiarraí Nua.
- Raheen Old Technical School
- Lease to Waterville Men's Shed
- Lease at O Donoghues Garage, Boherbee, Tralee
- Community National School Leases - Lease of Tahilla Community National School & Scoil an Ghleanna Pobail Scoil Náisiúnta

Lease for Tralee Bay Sailing Club – Fenit

The Board of Kerry ETB at its meeting on March 30th 2021 approved the lease of the First Floor at Tralee Bay Sailing Club, Fenit, Tralee Co. Kerry. The proposed lease is to cater for additional FET courses in the area of Commercial Diving and Scuba Instructor Training.

Following a feasibility study undertaken by ByrneLooby Consulting Engineers the decision has been made not to proceed with the delivery of the course in the Fenit bay area as the depth of the waters offshore in the area are not conducive to the depths required to undertake the commercial diving course. For the commercial diving course access to 50 meter plus water depths are required. Consequently, Kerry ETB are not proceeding with this lease and DFHERIS have also been informed of this development.

The Director of FET explained to the Board for September 2021 Kerry College will commence delivery of the Leisure Diving Instructor course from the Kerry College Monavalley Campus while utilising diving and marine facilities from Waterworld, Castlegregory, Co. Kerry.

The Board members were advised by the Director of FET that when the necessary approvals, certification, equipment etc. are in place, the Commercial diving course and the Leisure Diving Instructor courses will be permanently located at the Kerry College Cappanalea OETC Campus with access to the sea in Kells Bay, Cahersiveen Bay and Valentia Island. Analysis of sea depths have confirmed the suitability etc. of these South Kerry locations for the commercial diving courses as access to 50 meter plus depths for commercial diving at sea is very feasible in these locations.

This update was welcomed by the Board.

Rental Agreements for Approval

The Director of FET advised that Board approval is being sought for the rental agreements which to provide additional classrooms for FET provision under the Kerry College Listowel Campus.

The proposed rental agreements will allow Kerry College Listowel to address COVID social distancing requirements while also providing required additional capacity at the Coláiste na Ríochta site to increase Post-Primary provision from September 2021.

The Seanchaí Centre, Listowel – 24, The Square, Listowel

Board Approval is being sought for the following rental agreement at 24 The Square, Listowel (Seanchaí Centre):

- Term: August 30th 2021 to May 30th 2022 (39 weeks)
- Rental: €15,600 (€400 per week) (VAT not applicable)
- Area: 1,200 sq. ft.

The rental agreement was approved by the Board as per the terms presented.

Proposed: Mr. Noel Keenan
Seconded: Cllr. Aoife Thornton

This rental agreement is subject to approval by SOLAS and the Department.

58 Church Street, Listowel

Board Approval is being sought for the following rental agreement at 58 Church Street, Listowel:

- Term: May 30th 2021 to May 30th 2022 (52 weeks)
- Rental: €28,600 (€550 per week) (VAT not applicable)
- Area: 2,500 sq. ft.

The rental agreement was approved by the Board as per the terms presented.

Proposed: Ms. Maria O’Gorman
Seconded: Cllr. Terry O’Brien

This rental agreement is subject to approval by SOLAS and the Department.

Lease Agreement for Approval

As addressed by the Director of FET’s presentation in **Section 5.2** above, two expressions of interest were received following an advert placed by Kerry ETB in the Kerry’s Eye newspaper on April 22nd 2021, seeking expressions of interest for property to lease in Killarney, Co. Kerry.

25 High Street, Killarney

The Director of FET advised that Board approval is being for the following lease arrangement at 25 High Street, Killarney on the basis of the following terms:

- Area: 4,316 sq. ft. - Ground Floor Unit
- Term: 10 Years with 5 year break clause
- Rental: €46,000 per annum (VAT not applicable)

The Board were advised that Kerry ETB require planning permission for change of use and alterations to the existing space and to sub-divide to meet our requirements.

The property being sought will initially cater for the establishment of classrooms/PC Lab for FET courses currently being provided in Killarney Community College. The property will also cater for the establishment of an Kerry College Admissions Office in Killarney.

Proposed: Cllr. Fionnán Fitzgerald
Seconded: Cllr. Deirdre Ferris

This lease agreement is subject to approval by SOLAS and the Department.

	<p>Expressions of Interest – Properties in Tralee</p> <p>As addressed in Section 4.6 above and the ETB Board meeting on April 27th 2021, Kerry ETB placed an advert in the Kerry's Eye newspaper on April 15th 2021 seeking expressions of interest for property to lease of c. 20,000 sq. ft. in Tralee, Co. Kerry. Leased property is required, in Tralee, to meet additional space requirements, possible relocation from some current leased buildings used for FET provision, on expiration of leases etc.</p> <p>Kerry ETB, in response to the advert received two expressions of interest from third parties seeking to lease property to Kerry ETB. The properties are as follows:</p> <ul style="list-style-type: none"> ➤ BorgWarner Building Monavalley, Tralee ➤ Bio-Atlantis Building Clash Industrial Estate, Tralee <p>Following review of the submissions received by the Director of FET, site visits were arranged to the buildings on May 14th 2021. Kerry ETB are currently reviewing the suitability of these premises.</p> <p>A detailed presentation will be made at the June Board meeting re ETB FET property requirements in Tralee as referenced in Section 5.2 above.</p> <p>The Board noted these updates.</p> <p>Kerry ETB Lands at Cloonmore Tralee – Site of Gaelcholáiste Chiarraí Nua.</p> <p>As addressed at a previous Board meeting, third party plans are being progressed by BY Tulfarris CG Ltd for the construction of living accommodation on a site adjacent to the New Gaelcholaiste Chiarraí School building.</p> <p>The Buildings Officers report addressed this matter. Tulfarris CG Ltd have applied for planning permission to construct a housing development on the site to include "construction of new vehicular access to the site via 2 new road connections to the new School Shared Public Access Road accessed off the new Ballymullen- Marion Park Relief Road"</p> <p>Kerry ETB intend to review the planning file to determine whether any Kerry ETB property is included within the overall site represented on the plans for the proposed development.</p> <p>A further update will be provided at the June Board meeting.</p>
7.3	<p>Chief Executive Officer's Report</p> <p>The CEO's Report, as circulated prior to the meeting, was noted by the Board. The Report addressed the following:</p>

	<ul style="list-style-type: none"> ➤ Gaelcholáiste Chiarraí Nua, Sod Turning ➤ Buildings Acquisition, Listowel and Tralee ➤ Kerry ETB Head Office COVID-19 Update ➤ Kerry ETB COVID-19 Arrangements ➤ Kerry Diocesan Youth Service, Mediation Matters ➤ Tralee Community Training Centre Company Limited by Guarantee ➤ Tralee Regional Sports and Leisure Company Limited by Guarantee ➤ Annual Report 2020 ➤ Kerry ETB and MTU - South Campus Acquisition
7.4	<p>Schools, Youth & Music Report – Director of SYM</p> <p>The SYM Report, as circulated with the meeting Agenda, was noted by the Board. The Report addressed the following:</p> <ul style="list-style-type: none"> ➤ Research Planned for 2021/22/23 ➤ What is Universal Design for Learning (UDL)? ➤ UDL Action Research Project Goals ➤ UDL Action Research 3-year Project Breakdown ➤ UDL Research – Kerry ETB Strategy 2018-2022 ➤ Training Workshops ➤ ETBI and MIC Collaboration - Provision Mapping in Schools Pilot Initiative 2021 ➤ Kerry ETB Submission to DoE Digital Strategy for Schools ➤ Circular Letter 0067/2020 (revising Circular 0058/2019) ➤ Curriculum Planning ➤ Killarney AONAD Proposal Update ➤ End of year Graduation Ceremonies ➤ Kerry ETB Parents’ Forum Feedback 2021/2022 ➤ Youth Development Office ➤ Wellbeing Kerry ➤ Local Creative Youth Partnership (LCYP) ➤ Music Generation Kerry
7.5	<p>Further Education and Training Report – Director of FET</p> <p>The FET Report, as circulated with the meeting Agenda, was noted by the Board.</p> <p>The Report addressed:</p> <ul style="list-style-type: none"> ➤ COVID-19 Incidence Reports ➤ Onsite Delivery ➤ Return to Onsite Delivery ➤ Learners completed courses Year to date May 2021 ➤ Youthreach Summer Programme ➤ Finance – SOLAS ➤ Kerry College Level 5 and 6 Course English Language Entry Requirement ➤ Kerry ETB ESOL Provision ➤ Site Visits Tralee

	<ul style="list-style-type: none"> ➤ Site Visits Killarney ➤ Proposal for Killarney Properties
7.6	<p>Organisation Support and Development Report – Director of OS&D As per the Governance Section 6.0 of the Minutes.</p> <p>The Board noted this update.</p>
7.7	<p>Members’ Business</p> <p>Remote Board Meetings Board Member, Ms. Maria O’Gorman queried the future format of meetings in terms of attendance. In light of the relaxation of government restrictions, Ms O’Gorman, advised her preference was a return to in person attendance, subject to public health advice etc. Following discussion, it was concluded that a blended approach, giving Members the choice to attend in person or via video link, was the favoured approach going forward, subject to public health advice.</p> <p>The CEO advised that direction re this matter would be sought from the DoE.</p> <p>Evolving Effects of COVID-19 on Education Board Member, Ms. Catriona Kerin referenced the recent Parents Forum meeting she had attended in which Kerry ETB’s Technology Enhanced Learning (TEL) Officer, Mr. Jeremy Wrenn had presented research from Trinity College and Maynooth University re Teaching and Learning during COVID-19 school closures and lessons learned from this. There was a recommendation from the Parents Forum, in line with the Maynooth recommendation, that a committee/citizens’ assembly be set up to build on the lessons learned and how to address the losses experienced by many in education. Ms Kerin expressed her opinion that this initiative should receive Board support.</p> <p>The Director of SYM advised that the Senior Executive would follow up with the TEL Officer, Mr. Jeremy Wrenn and update the Board regarding this matter following review of same.</p>
05/2021/8	CORRESPONDENCE COMHFHREAGRAS
8.1	<p>DoE Correspondence: Noted as listed</p>

8.2	DoE Circular Letters: Noted as listed
8.3	DoE Press Releases: Noted as listed
8.4	Department of Further and Higher Education, Research, Innovation and Science Correspondence: Noted as listed
8.5	Department of Further and Higher Education, Research, Innovation and Science Press Releases: Noted as listed
8.6	Department of Children, Equality, Disability, Integration and Youth: Noted as listed
8.7	ETBI Correspondence: Noted as listed
8.8	SOLAS Correspondence: Noted as listed
8.9	Other Correspondence: Noted as listed.

05/2021/9	ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH
	<p>The CEO highlighted to Board Members that the next Board Meeting would take place on Tuesday June 15th 2021.</p> <p>Next Kerry ETB Board Meeting:</p> <div style="background-color: black; color: white; padding: 10px; text-align: center;"> <p>Tuesday June 15th 2021 Via Videoconference 4.15pm</p> </div>

Signed/Sínithe: _____

Date/Dáta: _____