

Kerry Education and Training Board Special Meeting Cruinniú Speisialta Bhord Oideachais agus Oiliúna Chiarraí

Date and Time:	Tuesday, June 26 th , 2023, at 04:30 pm
Location:	Kerry ETB Head Office, Centrepont, Tralee, Co. Kerry
Chairperson:	Cllr. Jim Finucane
Secretary:	Mr Colm McEvoy, Chief Executive Officer (CEO)
Attendance (Reserve Members):	<ul style="list-style-type: none"> • Cllr. Aoife Thornton (VC) • Ms Celia O'Shea (VC) • Cllr. Fionnán Fitzgerald (VC) • Cllr. Jim Finucane • Ms Joan McCrohan • Mr Joseph Brennan • Ms Maria O'Gorman (VC) • Cllr. Marie Moloney (VC) • Cllr. Maura Healy-Rae, Board Member (VC) • Cllr. Niall O'Callaghan • Cllr. Norma Moriarty (VC) • Ms Tara Donoghue (VC)
Attendance (Executive Members):	<ul style="list-style-type: none"> • Mr Colm McEvoy, CEO • Ms Maria Brennan, Director of Organisation Support and Development (OS&D) • Ms Aileen O'Connor, Head of Corporate, Capital and Technology (CCT) • Ms Yvonne Cronin, Deputy Head of Human Resources (HR) • Mr Tommy Conroy, Head of Finance • Mr Pdraig O'Sullivan, Capital and Buildings Officer • Ms Trisha Tierney, Executive Support
Apologies:	<ul style="list-style-type: none"> • Ms Ann O'Dwyer, Director of Schools, Youth and Music (SY&M) • Ms Betty Corkey, Head of HR • Cllr. Cathal Foley, Board Member • Cllr. Deirdre Ferris, Board Member • Mr John O'Roarke, Board Member • Cllr. Johnnie Wall, Board Member • Cllr. Michael Cahill, Board Member • Mr Niall Lucey, Board Member • Mr Owen O'Donnell, Director of Further Education and Training (FET) • Cllr. Terry O'Brien, Board Member • Mr Tim Daly, Board Member • Mr Zaid Kassoob, Board Member

06/2023/0	Conflict of Interest Coimhlint Leasa
	<p>As per Section 1.18 of Circular Letter (CL) 0002/2019, a conflict of interest form was circulated to each Board Member before the meeting for signature. Furthermore, An Cathaoirleach asked the Board Members to disclose any conflicts of interest prior to the commencement of the meeting.</p> <p>There were no conflicts on interest disclosed relevant to the meeting's agenda items as discussed.</p>
	<p>Before commencing with the meeting, an Cathaoirleach advised that only agenda items 3.1, 3.2 and 3.4 would be addressed at the meeting, given time constraints.</p> <p>It was noted that all other items would be addressed at the July 25th 2023 Board meeting.</p>
06/2023/1	Condolences Comhbhrón
	<p>Condolences/Comhbhrón An Cathaoirleach, Cllr. Jim Finucane, expressed his sympathy and that of the Board to:</p> <ul style="list-style-type: none"> • Ms Margaret Griffin, Head Office, on the death of her mother, Julia O'Donovan. • To the Lynch family following the death of Anne Lynch.

06/2023/2	Congratulations Comhghairdeas
	<p>Congratulations/Comhghairdeas An Cathaoirleach, Cllr. Jim Finucane, shared congratulations to the following:</p> <ul style="list-style-type: none"> • To the Kerry College staff and learners from the Digital Broadcasting course on their production of the short series, 'Dear Kerry'. • To all involved in the compilation and publication of Strategy Statement 2023-2027, <i>Building Your Future</i>, which was officially launched on June 22nd 2023. <p>In addition, the CEO on behalf of all present extended best wishes to Cllr. Jim Finucane, upon being elected Chairperson of Kerry County Council earlier today.</p>

06/2023/3	Agenda Clár
3.1	<p>Annual Report 2022, as per Section 28 of the ETB Act 2013 (as circulated) – for adoption The draft Annual Report 2022 was circulated to Members before the meeting.</p> <p>The report was presented by the Director of OS&D to the Board for approval and adoption, as per Section 28 of the ETB Act 2013. Once adopted, the report will be submitted to the Minister for Education by June 30th for presentation to both Houses of the Oireachtas.</p> <p>As per the provisions of Section 28, ETB Act 2013, the Annual Report 2022 was formally adopted by the Board.</p> <p style="text-align: center;">Proposed: Ms Joan McCrohan Seconded: Cllr. Niall O'Callaghan</p> <p>An Cathaoirleach, Cllr. Jim Finucane thanked the Executive for compiling and producing the Annual Report.</p>

<p>3.2</p>	<p>Chairperson’s Comprehensive Report to the Minister for Education for Approval</p> <p>The Chairperson’s Comprehensive Report (CCR) to the Minister for Education, as per Sections 6.8 and 6.9 of the Code of Practice for the Governance of ETBs (CL 0002/2019), was presented by the Head of Finance to the Board for adoption.</p> <p>Together with the Annual Report and Financial Statements of Kerry ETB, a comprehensive report, signed by the Chairperson, must be furnished to the Minister. The CCR template follows Section 6.8 of CL 0002/2019 (pages 32 and 33).</p> <p>The CCR to the Minister for Education, as per Sections 6.8 and 6.9 of CL0002/2019), was approved by the Board.</p> <p style="text-align: center;">Proposed: Ms Joan McCrohan Seconded: Cllr. Niall O’Callaghan</p> <p>The CCR 2022 was signed by An Cathaoirleach and will be returned to the Minister, along with the ETB’s Annual Report 2022.</p>
<p>3.4</p>	<p>Kerry ETB Policies (as circulated) – for approval</p> <p>The CEO advised that engagements are ongoing with the Teachers’ Union of Ireland in relation to the draft Kerry College Admissions Policy. Following this engagement, the Director of FET will meet with the working group to address Board Members’ concerns raised at the June 6th, 2023, Board meeting. In particular, these concerns are related to the following:</p> <ul style="list-style-type: none"> • Refusal to enrol/appeals process • Common European Framework of Reference for Languages (CEFR) B2 requirement for applicants where English is not their first language for entry into level 5 Kerry College courses. <p>Membership of the working group includes the following:</p> <ul style="list-style-type: none"> • Mr Owen O’Donnell, Director of FET • Ms Celia O’Shea, Board Member • Mr Joseph Brennan, Board Member • Mr Zaid Kassoob, Board Member <p>Accordingly, the draft Kerry College Admissions Policy will be presented for consideration at the next meeting.</p> <p>The Board noted this update.</p>

06/2023/4	ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH
	<p>Next Kerry ETB Board Meeting: The date for the July 2023 Board meeting was noted as follows:</p> <div data-bbox="480 533 1396 1003" style="background-color: black; color: white; padding: 10px; text-align: center;"><p>Date: July 25th, 2023</p><p>Time: 04:15 pm</p><p>Location: Kerry ETB Head Office Boardroom, Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry</p></div>

Signed/Sínithe: _____

Date/Dáta: _____