

Coiste Gairmiodeachais Chontae na Mí
County Meath Vocational Education
Committee

ANNUAL REPORT 2006



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Foreword – CHAIRMAN, Mr. Seamus Murray

I am extremely pleased as Chairman of County Meath VEC to present the Annual Report of County Meath Vocational Education Committee for 2006.

As highlighted in the 2006 Census Meath is the fastest growing county in Ireland therefore it was evident that this would reflect on enrolment numbers in our VEC schools. In December 2006 County Meath VEC received formal confirmation that it is to be the patron of a 1,000 pupil new school catering for the East Coast of County Meath. Both Community College, Dunshaughlin and St. Peter's College, Dunboyne are approved for the commencement of major extensions in excess of 3,000m².

The Department of Education and Science in its Area Plan for the M4/N4 recommended the building of a new 2nd level school for 500 pupils in Longwood.

I commend on behalf of the Committee all those involved in preparing and producing this excellent Annual Report. On behalf of the Committee and the people of County Meath VEC I wish to thank all the staff of County Meath VEC for their contribution in 2006.



INTRODUCTION AND OVERVIEW

CHIEF EXECUTIVE OFFICER, MR. PETER KIERANS

I am delighted to introduce the review of activities of County Meath Vocational Education Committee for the year 2006. 2006 stands out as a year of significant growth and achievement. Meath VEC saw the appointment of a Youth Officer who will fulfil the obligations and responsibilities of the VEC under the Youth Work Act, 2001. Examination results from all of our schools and centres were outstanding. Among the students were Sinéad O'Shaughnessy from St. Peter's College, Dunboyne who received 600 points and her student colleague Stephen O' Flynn from the same school who received seven As. Ellen Flynn from St. Oliver Post Primary School, Oldcastle received the incredible result of straight As in all subjects also.



Meath VEC held a grants workshop for all career guidance teachers in the secondary schools of Meath and a new computerised system of stocktaking for the schools and centres was introduced. An awards ceremony was held for the Youth Clubs who received funding from Meath VEC and cheques were presented to the successful clubs by Mr. Graham Geraghty, Meath county GAA footballer and Ms. Blathnaid Ni Chofaigh, TV Personality. At end of 2006 Meath VEC welcomed the award of a further €68,000 from the Dormant Accounts Funds for Youth funding.

On the building front, during 2006 a number of capital projects were undertaken. Community College Dunshaughlin was approved for a major extension of in excess of 3000m² in January 2006. With refurbishment of the existing school the project could run to €10million. Work commenced on the Scouts Hall in Kells in order to convert it into a suitable premises for the students and staff of Kells Youthreach. The Department's Building unit accepted the VECs technical report regarding the suitability of the St. Fintina's site for the building of a 500 pupil school and gave approval for Meath VEC to source a suitable site elsewhere in the Longwood area. Short term accommodation provision of three additional classrooms was approved in O' Carolan College, Nobber in addition to as an 80m² Autism Unit.

The VEC took a strong proactive role in the area of Public Relations and Customer Service during 2006. In spring we issued our 1st edition newsletter for staff and placed a supplement in the local newspaper outlining our services to the public.

I would like to take this opportunity to thank all the staff of County Meath VEC and all those who use our services for your continued co-operation and loyalty to the organisation.

SCHOOLS AND CENTRES CONTACT LIST

ADMINISTRATIVE OFFICES

Abbey Road, Navan, Co. Meath

Telephone Number	(046) 9068200
Facsimile Number	(046) 9029821
E-mail address	education@meathvec.ie
Website address	www.meathvec.ie

SENIOR MANAGEMENT TEAM

Chief Executive Officer	Mr. Peter Kierans	(046) 9068201
Head of Finance	Mr. Frank Smith	(046) 9068224
Head of Human Resources	Ms. Nuala O' Neill	(046) 9068217
Head of Corporate and Educ. Ser.	Ms. Bernadette Walsh	(046) 9068209
Adult Education Officer	Ms. Deirdre McGivern	(046) 9021680
Community Education Facilitator	Ms. Shauna O' Reilly	(046) 9068216
Adult Literacy	Mr. Alan O' Hanlon	(046) 9068218
Navan Travellers Training Centre	Mr. Declan Clarke	(046) 9021778
VTOS	Ms. Pauline Finnegan	(046) 9073084
Adult Guidance Officer	Mr. Michael O' Shea	(046) 9068234

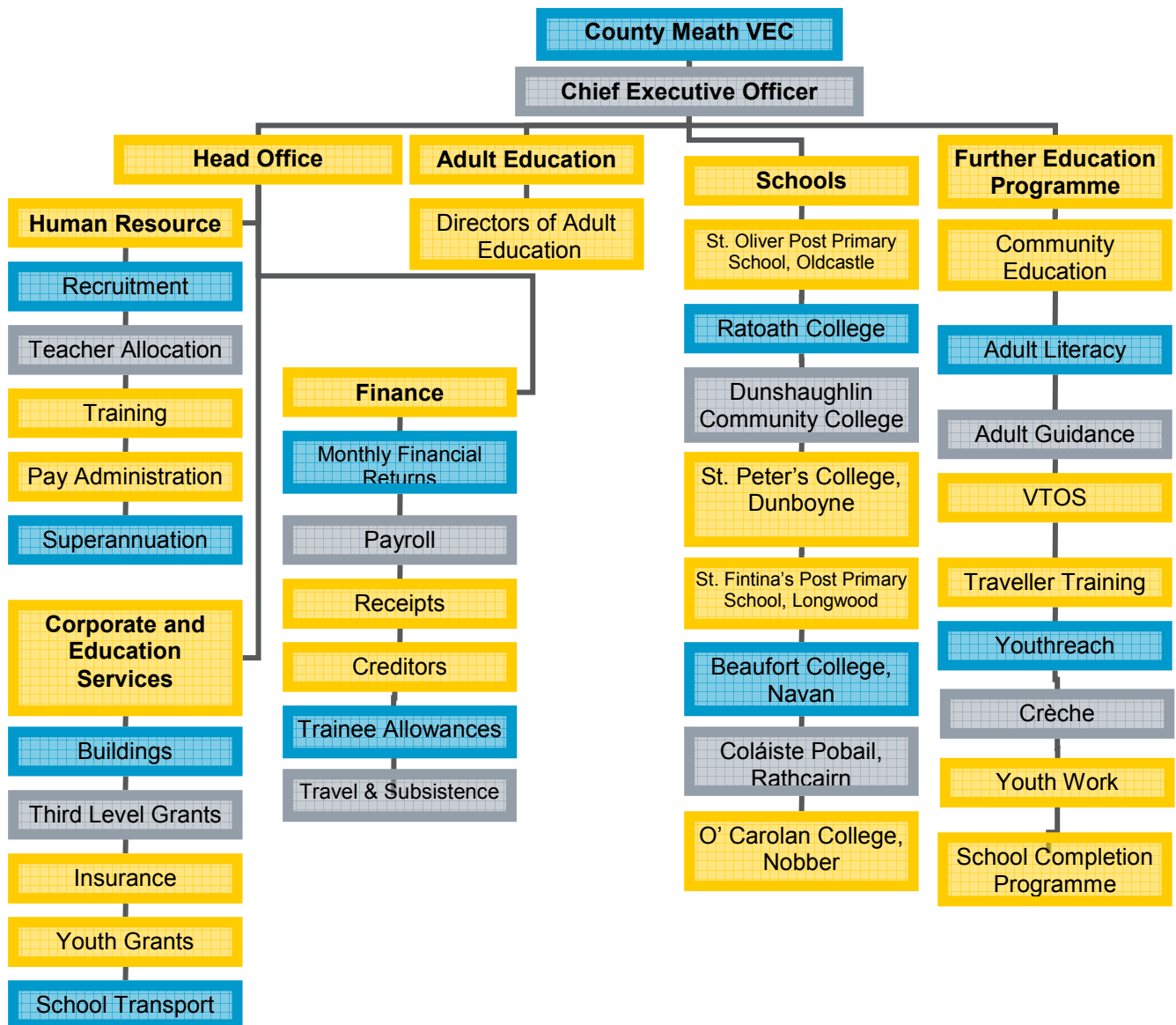
SECOND LEVEL SCHOOLS

St. Peters College, Dunboyne	Mr. Eamon Gaffney	(01) 8252552
Community College, Dunshaughlin	Mr. Seamus Ryan	(01) 8259137
O' Carolan College, Nobber	Mr. Brian Goggins	(046) 9052177
Beaufort College, Navan	Mr. John Condon	(046) 9028915
St. Fintina's P.P, Longwood	Mr. Tom Stack	(046) 9555018
Ratoath College	Ms. Máire Ni Bhroithe	(01) 8254102
St. Oliver P.P, Oldcastle	Mr. Finbarr O' Connor	(049) 8541180
Centre for European Schooling	Ms. Una Barton	(01) 8259679

YOUTHREACH CENTRES

Youthreach Foundation Centre	Ms. Dorothy Crinion	(046) 9073085
Youthreach Progression, Navan	Ms. Catherine Kelly	(046) 9074480
Hi-Way Café, Navan	Ms. Catherine Kelly	(046) 9021910
Youthreach Kells	Ms. Fiona Graham	(046) 9249711
Youthreach Trim	Ms. Liz Lavery	(046) 9431203
Youthreach Ashbourne	Ms. Teresa Devine	(01) 8359085

COUNTY MEATH VEC – ORGANISATION CHART 2006



HIGHEST ACHIEVERS 2006



County Meath VEC wound up a very successful 2005/06 school year with its annual presentation of academic awards for the students from each of its schools and centres who had achieved the highest academic grades in this years Leaving Certificate. A very well attended awards ceremony in Abbey Road saw students with their parents and family members receive specially engraved cut-glass Cavan Crystal awards marking their special achievements. Outstanding among the students this year were Sinéad O' Shaughnessy from St. Peter's College, Dunboyne who received 600 points and her student colleague Stephen O' Flynn from the same school who received seven A's. Ellen Flynn from St. Oliver Post Primary School, Oldcastle received the incredible result of straight A's in all subjects also.

As in previous years students had already been granted and accepted college places in professions ranging from Medicine, Pharmacy and Law to Engineering, Science, Arts and Primary School teaching. The two student recipients from Coláiste Pobail Rath Cairn, Órla Nic Aonasa and Séan MacRisteaird are both heading to take places in the teaching profession. Órla Nic Aonasa is to commence teacher training in St. Patrick's Drumcondra and Sean MacRisteaird to follow an Arts Degree in Maynooth.

A particular feature of this years presentation were the awards made to students from three Youthreach programmes, these were Sinead Gillick, Kells, Michael Ellis, Ashbourne and Elizabeth Bellew, Navan. The Youthreach students follow the parallel Leaving Certificate pathway in the less formal Youthreach setting and their achievements were every bit as remarkable as their formal school colleagues.

School Principals made short speeches of commendation for each student. At a time when the grind schools are pushing hard to strip away the brightest and the best from the Leaving Certificate cohorts, Principals in Dunboyne and Dunshaughlin were able to show that their students receive the highest levels possible and yet retain that all round balance which they get in second level schooling. Principals in turn spoke of the contribution the students had made to the school and how they excelled not only in academics but also on the sport's field, in voluntary activity and as colleagues with their fellow students.

There was one student from the County Meath VEC, VTOS Programme, Mr. Noel Byrnes who having returned to school as a mature adult has now achieved his ambition of a college place and goes on to study for an Arts Degree in Archaeology, Anthropology and Classics in University College Galway.

Chairman of County Meath VEC Mr. Seamus Murray who presided over the ceremony complimented the parents, the teachers, the school Principals and most of all the students themselves on their outstanding achievement. CEO, Mr. Peter Kierans said that "results of this nature can only be achieved by the combination of hard work by students, exceptional teaching skills by teachers, support from family and active and visionary leadership by the outstanding school Principals who now lead the eight schools of County Meath VEC".

Appointment of a County Youth Officer



In 2006 County Meath VEC appointed its first ever Youth Officer who will fulfil the obligations and responsibilities of the VEC under the Youth Work Act, 2001. Ms. Elma McMahon a native of County Monaghan has a long association with Youth organisations and has been heavily involved with the Order of Malta in the midlands where she worked with County Westmeath VEC.

Elma is a Science Graduate with a Masters in Education and further qualifications in counselling, literacy and training skills. Elma will play a key role in building up the Youth Work services throughout the County, creating linkages among Youth Clubs and those working with young people. She will facilitate the establishment of Youth structures particularly in the large residential areas which have newly grown up throughout the County.

The Youth Work Act, 2001 requires the setting up of a County Youth Work Committee comprising of twenty members representing the different strands of Youth Services throughout the County. This Youth Work Committee will be a formal sub-committee of County Meath VEC.

Alongside the formal Committee will be a Voluntary Youth Council of up to twenty members. The Voluntary Youth Council will be a forum for the Voluntary Youth Work organisations in the VEC area to discuss the Youth Work programmes and services. It is also envisaged that one fifth of the members of the Voluntary Youth Council will be young people.

Welcoming the appointment of the Youth Officer the Chairman of the VEC Mr. Seamus Murray said "I am delighted that the VEC has appointed Elma McMahon to the role of Youth Officer. She will have a very big task ahead of her to assist and support the Youth organisations in the County. The new growth areas of East Meath and Ratoath, Dunshaughlin and Dunboyne as well as Ashbourne will be very glad of the services of the Youth Officer to assist them in establishing the full range of Youth organisations which every community needs".

County Meath VEC - Sessional Childcare Facility



Ms. Patricia Duff, Manager

2006 has been a year of consolidation for County Meath VEC's Sessional Childcare Facility, which is known to everyone as "Little Nemo's". The facility, which is managed by Patricia Duff who in turn is supported by the Childcare Worker, Sharon Dunne, offers a sessional service to children of students attending County Meath VEC's Further Education Courses, namely V.T.O.S., Youthreach, Navan Travellers Training Centre (NTTC), Adult Literacy, Community Education and P.L.C. Courses.

The children, who must be potty-trained and not attending Primary School, can attend for a maximum of 3.5 hours per day in either a morning (9.15 – 12.45) or afternoon session. There is a maximum of ten places available for each session and a nominal fee is charged (€10 per child per week).

During the year only children of students attending V.T.O.S. and N.T.T.C. used the Service. The demand in the morning session was significant and the H.S.E.'s Pre-school Inspector allowed the maximum number participating to increase to 13 children. The year ended with twelve children being minded each morning. The demand for places in the afternoon has been much less, with on average only four children attending. It is clear that there is significant demand for all-day childcare services for babies, infants and toddlers and, in the absence of this, for morning cover. It is an aim under the 2006-2011 VEC Plan to establish a full-day Childcare Service, and the next application to the Equal Opportunities Childcare Programme which is due for submission by the end of 2007 will strive to achieve this. "Little Nemo's" has a protocol agreement with Navan Travellers' Workshops' Preschool to ensure that Traveller Children do not miss out on their Pre-school Education.



IT Staff Tutor for County Meath VEC



IT Trainer: Ms. Andrea Maher

Ms. Andrea Maher commenced her post as County Meath VECs IT Trainer at the beginning of the school term, September 2006. The primary purpose of this post is to facilitate IT training among teaching staff within Meath VEC, which will invariably lead to enhancing student centred learning in this area.

This post involves visiting all of County Meath VEC schools and centres and facilitating both individual and group training based on identified needs. This facilitatory role also involves liaising with various staff members including; school principals, programme & IT coordinators, technicians, head office, teachers, tutors etc.

Although this is a new post in the early stages of development, to date there has been positive feedback with regard to meeting training needs. Specific areas currently facilitated and being updated include; MS Office, scanning, SMART board software, Vision software, E-Portal and SharePoint. In order to promote best practice in individual subject areas, worksheets/handouts/test sheets/presentations etc. are developed to maximise teaching and learning potential in a teacher led manner and in a student centred learning environment.

It is anticipated that future growth and development in the area of IT will continue to be a success.

FINANCIAL REPORT

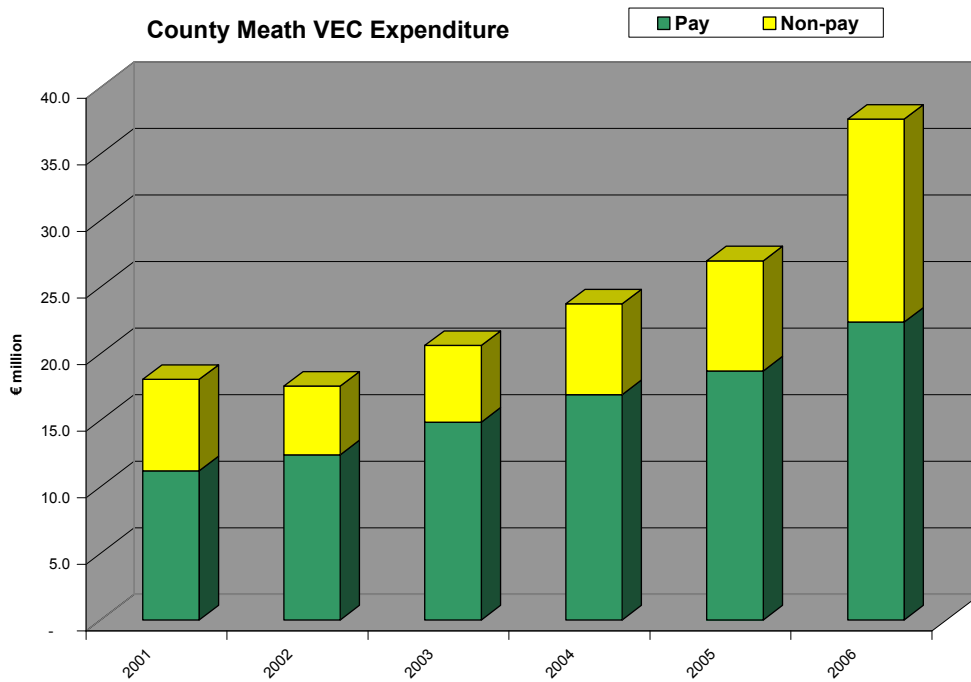
1. Introduction

An increased emphasis on education and lifelong learning in recent years has contributed to the expansion of programmes and services provided by County Meath VEC. Overall VEC Expenditure has more than doubled in five years: from €17.6m in 2002 to €37.6m in 2006, while receipts have increased similarly from €17.3m in 2002 to €36.8m in 2006. During the same period the population of County Meath has increased by 21%.

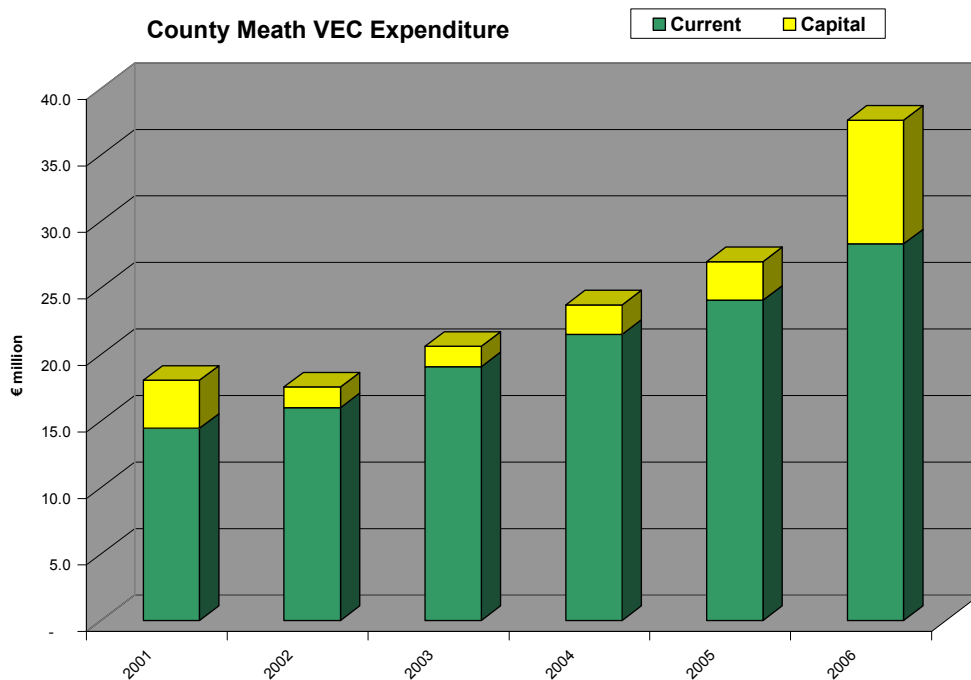
2. Expenditure

The following graphs present different ways of looking at expenditure:

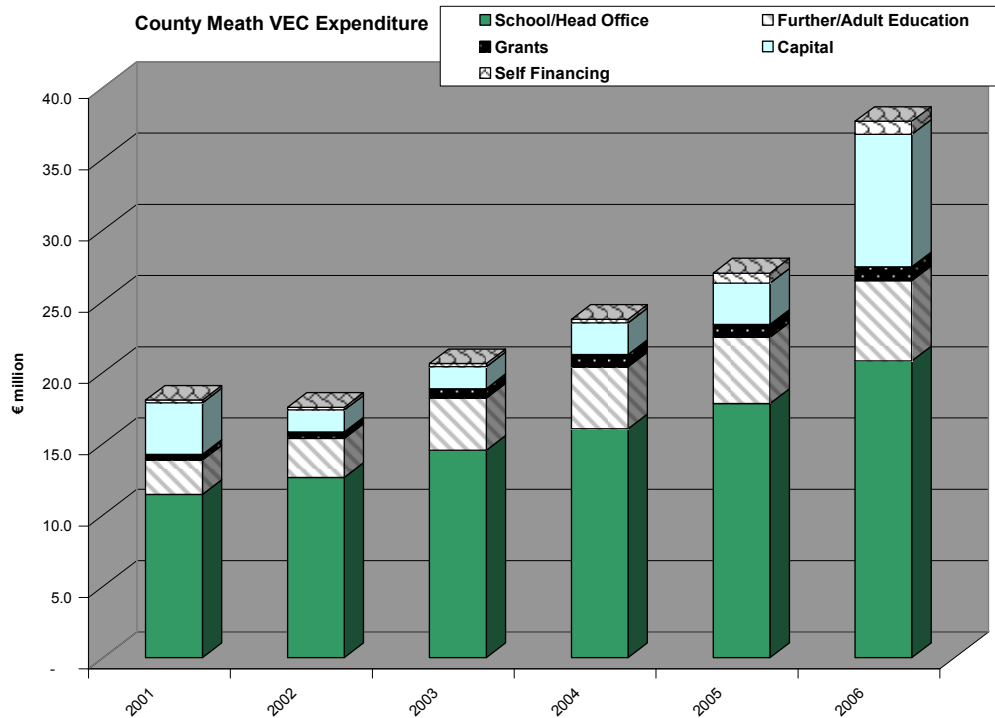
Expenditure – Overall Pay vs Non Pay



Expenditure - Current vs Capital



Expenditure Share by Sector



The single most variable element is capital expenditure; a five year high of €9.3m in 2006 and a low of €1.5m in 2003.

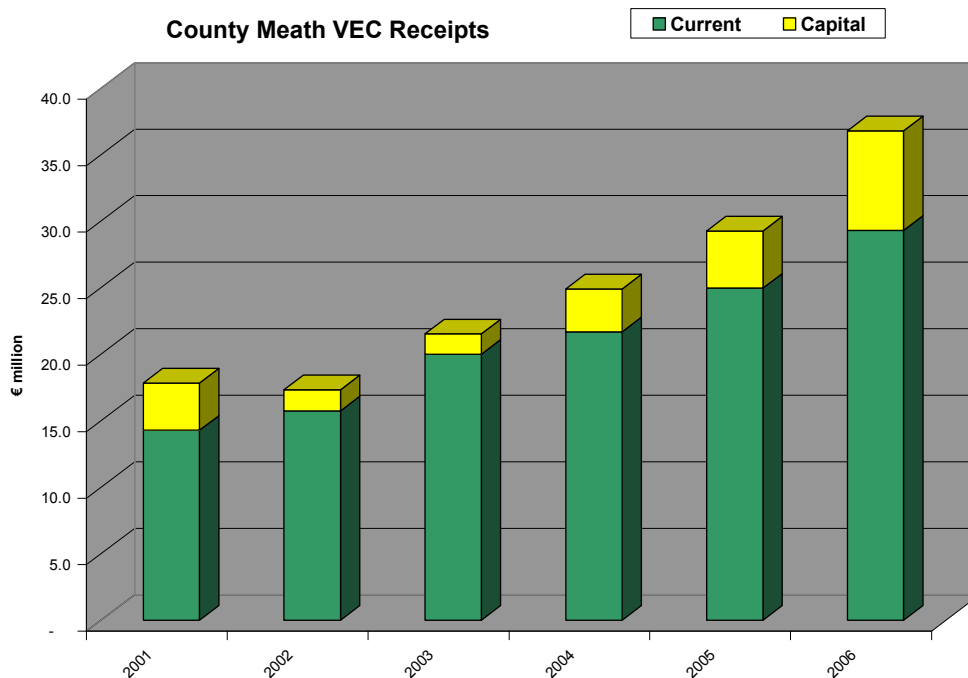
Pay costs significantly outweigh non-pay costs; in 2006 they amounted to €22.4m as compared to €15.2m of non-pay. If you exclude capital expenditure each year, because it is so variable, pay costs are a remarkably similar percentage of costs, ranging from 77% to 79%.

Looking at expenditure by activity, it is clear that schools and head office take up the largest share; €20.8m was spent in this area in 2006. The next biggest area is capital €9.3m, further and adult education accounting for €5.6m in 2006, this is followed by grants €1.0m and expenditure of €0.9m on self financing activities in 2006.

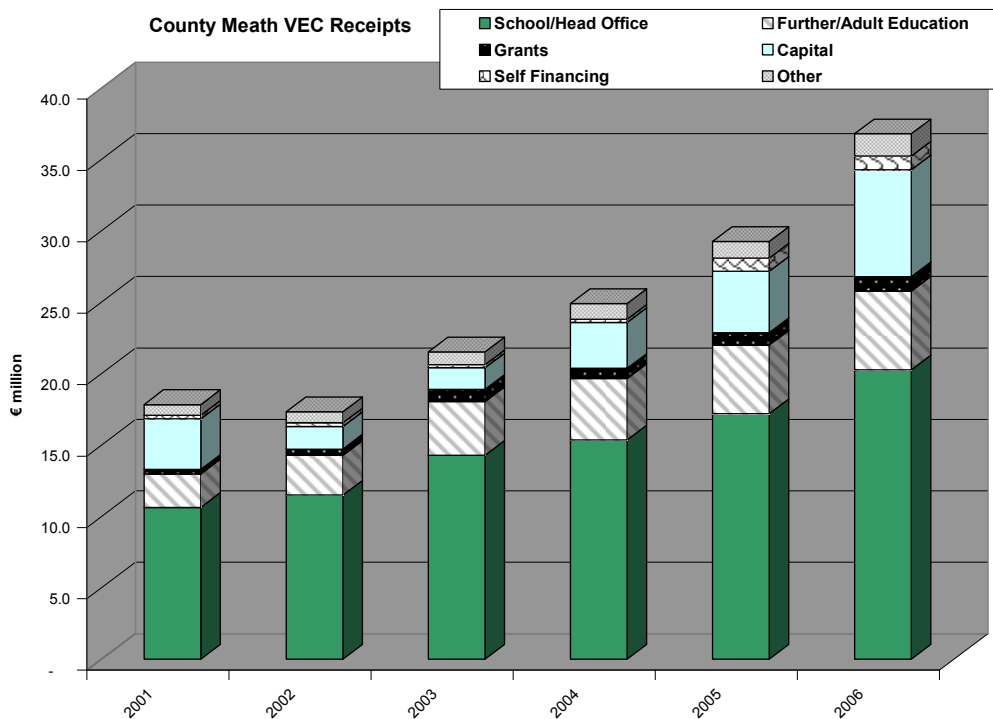
3. Receipts

The following graphs present different ways of looking at receipts:

Receipts - Current vs Capital



Receipts - Share by Sector



4. 2006 vs 2005

Comparing 2006 to 2005 in more detail reveals the following:

4.1 Expenditure and Receipts:

	2006	2005	Inc/(Decr)	
	€	€	€	%
Expenditure	37,611,582	26,973,095	10,638,487	39
Receipts	36,801,487	29,268,679	7,532,808	26
Surplus/(Deficit)	(810,095)	2,295,584	(3,105,679)	

4.2 Expenditure:

	2006	2005	Inc/(Decr)	
	€	€	€	%
Schools and Head Office	20,805,423	17,821,581	2,983,842	17
Further and Adult Education	5,644,056	4,644,994	999,062	22
Grants	967,596	911,346	56,250	6
Capital	9,293,818	2,891,105	6,402,713	221
Self financing activities	900,689	704,069	196,620	28
Total	37,611,582	26,973,095	10,638,487	39

Schools and Head Office: Pay costs rose by €2,634,418 (17%) reflecting both higher rates of pay on foot of national pay agreements and higher numbers of teachers due to higher school enrolment. Non pay costs rose by €349,424 (18%) reflecting rental of temporary accommodation for Ratoath and Dunshaughlin schools and Dunboyne Plc College, investment in IT equipment and general cost inflation of 3.9% including 16.1% increase in unit utility costs.

Further and Adult Education: Increased rates of pay as noted above contribute to higher expenditure. There has also been a general increase in activity: VTOS, Traveller Training and Youthreach saw a 6% increase in student numbers; programmes such as Adult Education Guidance, Sessional Childcare which commenced during 2005 saw a full year of activity in 2006. County Meath VEC assumed responsibility for the administration of the Navan School Completion Programme in September 2006.

Scholarships: Average rate of grant increased by 2.5% for standard and 22.3% for top ups.

Capital: Work on construction of Ratoath College began in November 2005, expenditure was €8,852,377 in 2006 compared to €1,366,396 in 2005.

4.3 Receipts:


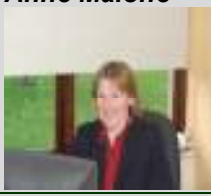



	2006	2005	Inc/(Dec)
	€	€	€
Schools and Head Office	20,260,251	17,203,319	3,056,932
Further and Adult Education	5,521,657	4,804,820	716,837
Grants	1,015,993	857,285	158,708
Capital	7,487,119	4,306,446	3,180,673
Self financing activities	972,135	919,575	52,560
Other	1,544,332	1,177,234	367,098
Total	36,801,487	29,268,679	7,532,808

County Meath VEC is required to operate within budgets, the vast majority of which come from the Department of Education and Science. Therefore the increased expenditure detailed earlier is possible because budgets and receipts are also higher as shown in the receipts table. There will never be an exact match between receipts and expenditure because many budgets are administered on an academic year basis whereas the VEC accounts are on a calendar year basis and there may be opening balances brought forward from the previous period. In the case of school and head office you will note that receipts are consistently less than expenditure and that there is no “other” expenditure to match “other” receipts. The main elements of other receipts are superannuation deductions, adult education fees and recoupment of pay from Department of Social and Family Affairs. The deficit on Schools and Head Office is more or less matched by the surplus on “other”. This is because the Department of Education and Science deduct other receipts in calculating how much funding to provide.

Capital receipts: The increase is due to funding in respect of Ratoath College. It is evident that capital expenditure is €1.8m higher than receipts. This reflects utilisation of advance funding received in 2005. This is also the main reason why total expenditure is €0.81m higher than total receipts.

5. The Finance Department

5.1 Staff

Name	Responsibility	email	Phone
Frank Smith 	Overall responsibility for finance department and IT, develop and implement policy, pilot accrual accounting, meet corporate governance obligations.	frank.smith@meathvec.ie	046 9068224
Anne Malone 	Assist and supervise staff, report to budget holders, assist head of department	anne.malone@meathvec.ie	046 9068203
Sandra Walsh 	Payroll	sandra.walsh@meathvec.ie	046 9068212
Carmel McEvoy 	Trainee allowances, travel and subsistence, receipts	carmel.mcevoy@meathvec.ie	046 9068223
Emma McCabe 	Payments to suppliers, withholding and sub-contractor tax	emma.mccabe@meathvec.ie	046 9068213

5.2 Activities

Payroll: An average of 578 staff were employed in 2006, as compared to 493 in 2005. The total comprises 381 paid a monthly salary, 160 part-time teachers/tutors paid on the basis of monthly claim forms and 37 administration staff, caretakers and cleaners paid a weekly wage. Employee numbers are quite seasonal peaking in Spring and Autumn when adult education courses take place and falling to a low during summer holidays.

Tax and PRSI is reported and paid to the Collector General every month. Other deductions such as health insurance, union subscriptions, pension deductions are set up as requested by the employee and reported and returned to the relevant organisation.

We also provide income statement forms and forms for social welfare purposes.

Suppliers: Payments are monthly, generally on the fourth Friday of each month. Each school, centre and programme has access to the software package to input its accounts. This data is then emailed to the finance for payment together with the appropriate order, invoice

and, if required, quotations. After processing and update the data is emailed back to the school, centre or programme. 1,057 suppliers were paid in 2006. 35% construction tax may be deducted in respect of payments for construction, renovation, repair work. 20% withholding tax is deducted in respect of payments made for professional services e.g. architects, engineers, doctors. Both deductions are reported and paid to the Collector General.

Trainee allowances: Weekly allowances are paid to students attending Youthreach, Traveller Training, VTOS and Back to Education. Allowances comprise basic, meals, travel and, in a small number of cases, rent. Rates are advised by the Department of Education and Science. Payments are made weekly by EFT on the basis of attendance records submitted by centres. Average numbers of trainees in 2006 were 224 comprising: Youthreach 134, Traveller Training Centre 40, VTOS 40 and Back to Education 10.

Travel and subsistence: Employees and committee members who incur expenses are paid monthly on foot of approved claim forms. Mileage and subsistence rates are set out by the Department of Education and Science.

Receipts: The finance department accounts for all monies received. Funding mainly comes from the Department of Education and Science. Other sources include the Department of Justice, Equality and Law Reform, course fees from students in Adult Education courses, fees from third parties for course provided by VEC staff (e.g. for some Adult Literacy and Community Education courses), charges for use of facilities and a statutory contribution from Meath County Council.

Budgets: The finance department advises budget holders of their annual budgets and of any amendments.

Reporting: Budget holders receive monthly accounts showing expenditure against budget and last year. This, in conjunction with access to the software package noted above, provides a timely and detailed picture of finances. Accounts are sent to funders noted above in accordance with their requirements. The VEC committee and its Finance Sub-Committee receive monthly accounts at their meetings.

Additional funds: The Finance Department assists budget holders in evaluating the need for additional or new funds and, if appropriate, requests same from the relevant body.

School/centre bank accounts: The VEC is obliged to ensure that all school and centre bank accounts operate within rules laid out by audit.

Corporate Governance: While corporate governance structures and regulations affect all staff, they are especially relevant in finance. The finance department prepares the VEC's annual financial statements and is the major contact point with the external auditors, the Comptroller and Auditor General. The finance department will prepare the VEC's annual service plan, which then forms the basis of the Department's funding. A national internal audit function (VSSU) services all VECs. Again the finance department is the main contact point. VSSU performed two internal audits in 2006. Reporting to the VEC committee, finance sub-committee and audit sub-committee is another key element of the finance department's corporate governance obligations.

5.3 Initiatives

Streamline processes: The VEC constantly endeavours to make processes simpler and more efficient. This work encompasses simplifying forms, maximising the number of payments made electronically, using email as much as possible, setting up and using spreadsheets for calculations, particularly regular ones. A folding and enveloping machine was purchased in 2006; when programming to show the name and address of employees and suppliers on pay and remittance slips is completed this machine will automate the insertion of documents in envelopes. In October schools, centres and programmes began sending their monthly accounts to head office by email rather than floppy disk. This has greatly reduced processing problems and speeded up the process.

Efficient procurement: The finance department continued to negotiate countywide deals with a supplier where savings are achievable. 2006 agreements include waste disposal and recycling (saving €21,000 per year), water dispensers (saving €5,500 per year) and sanitary bins (saving €4,000 per year). The department will continue to monitor these services regularly to ensure that best value is achieved. Areas now under review include pest control, fire extinguisher servicing and electricity.

Cross training: A cross training programme is underway within the department. Its aim is to ensure that staff can perform the work of others, thus minimising disruption if anyone is absent.

Accrual accounting: VECs are required by law to move from cash based to accrual accounting. County Meath VEC is one of a number who are piloting this switch.

5.4 Priorities

- Deal with staff, students, members and suppliers fairly and professionally,
- Assist budget holders in managing their activities by providing clear and timely financial information and providing clear and useful guidance,
- Oversee adherence to law and regulations,
- Streamline routine processes,
- Complete cross training.

HUMAN RESOURCES SECTION

I. Introduction

In 2006 Co. Meath VEC P35 records show a total of 899 staff members compared to 807 in 2005, representing an increase of 11.4%. With the establishment of new schools, education centres and programmes in responding to the education service needs of an expanding county population, Co. Meath VEC endeavours to attract, select and retain a highly qualified, motivated and committed workforce. In addition, emerging legislation and increased emphasis on customer service and corporate governance has resulted in the ongoing development of policies and procedures that are efficient, effective and transparent.

The following report outlines the key activities undertaken by the HR Section in 2006.

II. Recruitment and Selection

Staff within our HR Section promote the highest standards of advertising, recruitment and selection procedures to ensure compliance with current employment legislation and best practice. Appointments are made following recommendation by interview board. Successful candidates must be sufficiently qualified for the post and proof of qualifications are requested prior to appointment.

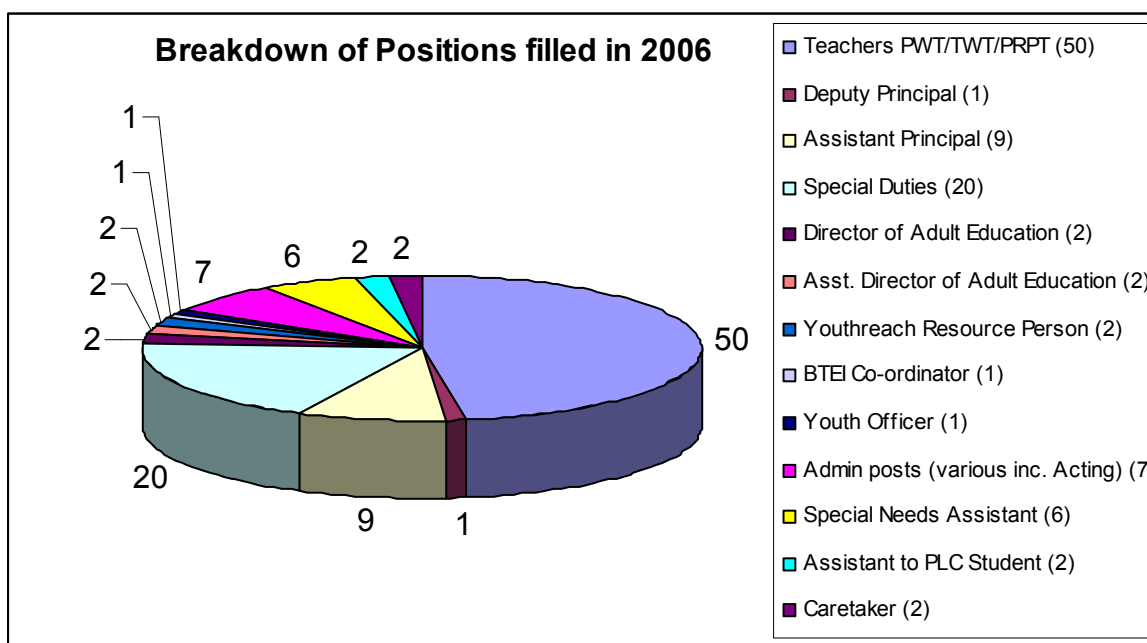


Figure 1: Breakdown of positions filled in Co. Meath VEC in 2006

Appointments based on the provision of new services to Co. Meath VEC during 2006 include:

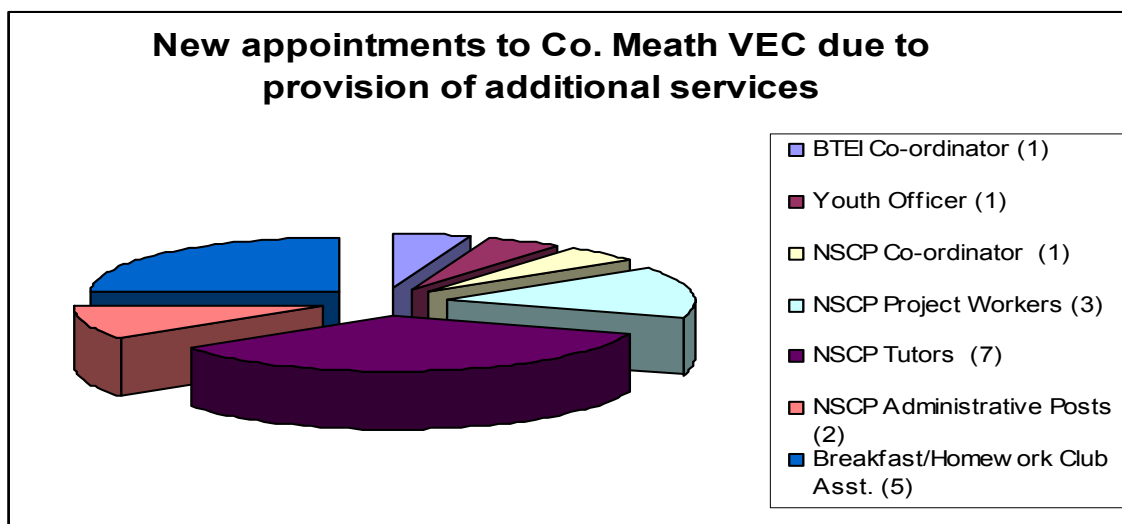


Figure 2: New appointments to Co. Meath VEC due to provision of additional services in 2006

III. Summer Projects

Due to the success of our Summer Projects Scheme in 2005 we operated this initiative again in the summer of 2006. Three third level students were employed in an administrative capacity to facilitate leave requirements of staff in our Head Office over the Summer period.

IV. Introduction of new Policies

i Teacher Recruitment Policy Following the establishment of the Teaching Council on 28th March 2006 all candidates proposed for appointment to teaching posts by Co. Meath VEC must (a) be registered in accordance with section 31 of the Teaching Council Act 2001 and (b) have qualifications suited to the purpose of the teaching post to which s/he is proposed for appointment.

ii Garda Vetting New arrangements apply for the vetting of teaching and non-teaching staff. Vetting was introduced for the 2006/07 school year for new teachers and any other new appointees who have unsupervised access to children and vulnerable adults. It will be extended to others later on. The Teaching Council has agreed that it will submit vetting applications in respect of new teachers registering for the first time. In the case of teaching staff not previously employed in a recognised primary or post-primary school, Youthreach, VTOS, Junior Education or TTC in this State since 1st Sept 2003 and for non-teaching staff, applications are being submitted by the Authorised Signatory of Co. Meath VEC to Garda Central Vetting Unit. Offer of employment is made subject to Garda vetting procedures

iii Data Protection Policy is a statement of Co. Meath VEC’s commitment to protect the rights and privacy of individuals in accordance with the Data Protection Legislation. Co. Meath VEC undertakes to perform its responsibilities under the legislation in accordance with the eight stated Data Protection principles outlined in the Acts.

iv ICT Usage Policy This policy applies to all electronic communication systems provided by County Meath VEC including – but not limited to – internet, intranet, e-mail, Personal Computers and Laptops, digital cameras, PDA’s, telephones (mobile and fixed line) and fax machines. It is the responsibility of both management and staff to ensure that all such tools are used in accordance with this policy.

V. Issue of Employment Contracts

Following receipt of relevant documentation on commencement of employment (confirmation of satisfactory medical, qualifications, references etc.), HR Staff issued employment contracts to staff appointed and where necessary reappointed during 2006.

VI. Pay Administration Function

The preparation of weekly wages and monthly salary adjustments are prepared by HR. In this context, effective and constant communication regarding the nature and frequency of staff movements (e.g. leave, absences, allocation or reduction of hours) within each school, centre and section is vital to ensure accuracy of payment to staff for each payroll run.

In the initial stages of employment, proof of qualifications and an outline of previous experience are required to determine salary payments. The HR section liaise with staff members and request statements from former employers to assist in determining the correct salary payment. It is a key objective that appropriate payment is made as soon as possible following commencement of employment. Salary scales, provided by Department of Education and Science, were updated twice during 2006 under Sustaining Progress Pay Agreement.

VII. Staffing Levels & Student Enrolments

i. Teaching Staff

Defining the number of teachers for second level schools involves a process which commences in February each year. Initially, the number is determined by the second level enrolment numbers for the previous school year. Further teacher allocation is obtained based on the following activities:

- Monitoring and reporting to the Department of Education and Science in relation to staff usage figures.
- Application for resources relating to special needs, traveller pupils and non-national pupils.
- Additional applications relating to compensatory hours for Programme Co-ordinator Post and Directors of Adult Education, curricular concessions and PLC Programmes.
- Liaising with School Principals regarding changes to staff allocation in response to the needs of the school.

Our final teacher allocation at Dec 06 was **271.05** wholtime equivalents representing an increase of 10.3% from the previous year.

The formulation of contracts for new appointments and reappointment of existing staff form a significant element of the workflow within HR, particularly at the beginning of each school year. The terms and conditions are reviewed on an annual basis to ensure they satisfy legal and organisational requirements and amended as necessary.

ii Posts of Responsibility – In-School Management

The number of posts of responsibility to which a school is entitled is determined by the wholtime equivalents of total Ex-Quota, total concessionary and notional PTR allocation. Due to increase in student numbers at second level the numbers of posts have increased considerably over recent years.

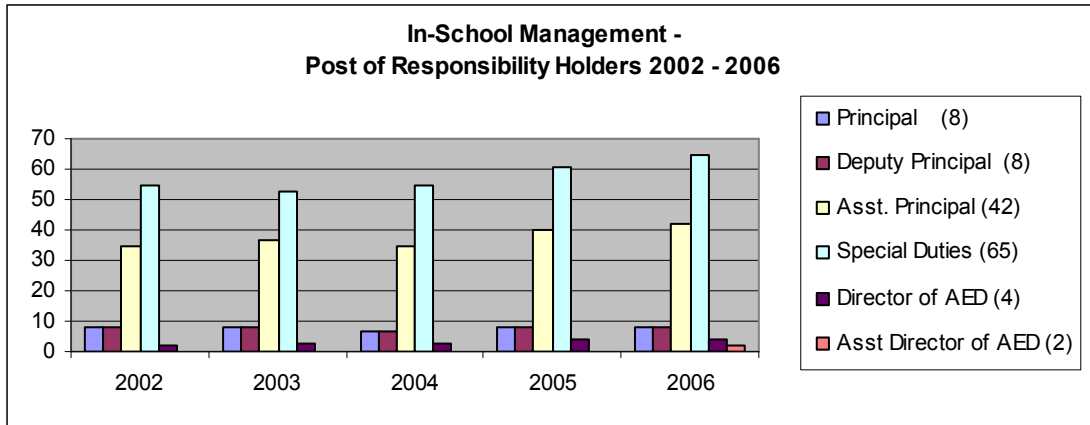


Figure 3: Post of responsibility Holders 2002 - 2006

iii Special Needs Assistants

The number of Special Needs Assistant positions has increased in recent years and is considered a vital support role in the education of students with special needs. The number of posts increased from 16 in 2004 to 32 in 2006.

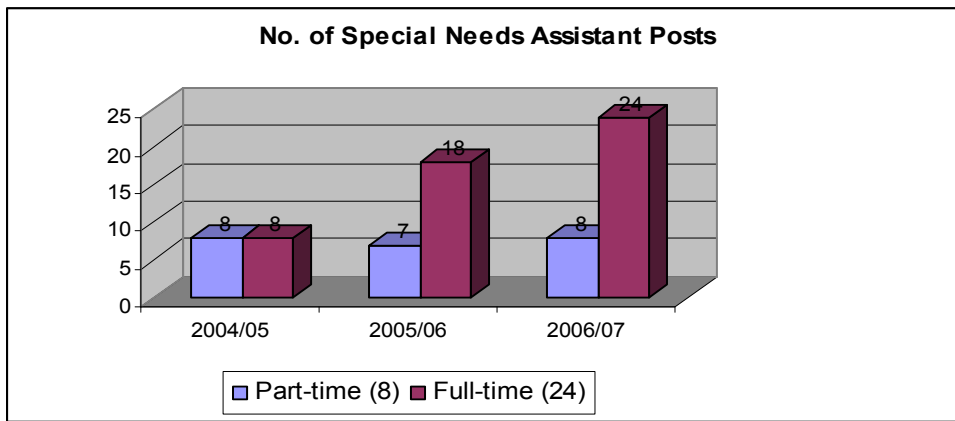


Figure 4: Breakdown of Special Needs Assistant Staff in Co. Meath VEC

iv. Admin Staffing

The Administration Staffing complement in Co. Meath VEC in 2006 was **32.9 wte**, compared to 28.24wte in 2005, representing an increase of 16.5 %.

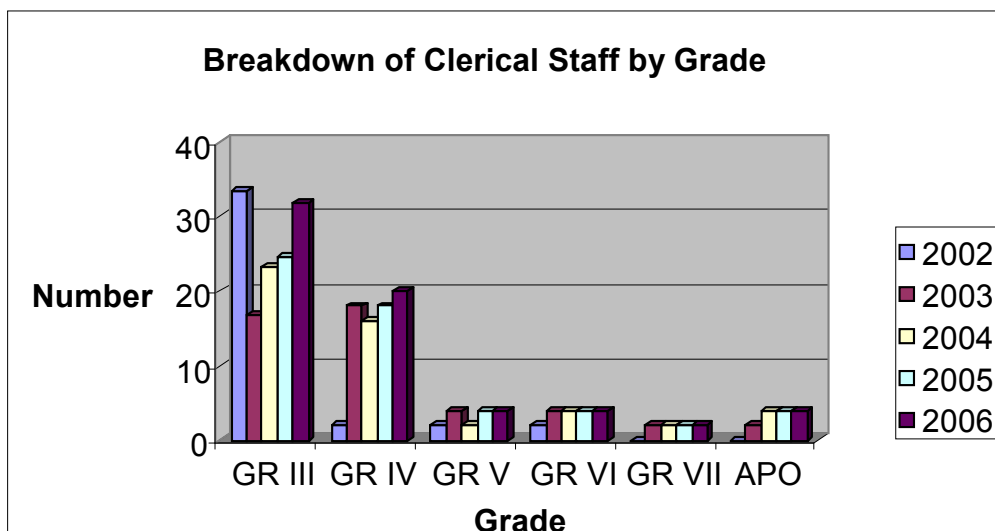


Figure 5: Breakdown of clerical Staff by Grade in Co. Meath VEC

v. Maintenance Staff

In May 2006, there were a total of 40 maintenance staff including caretakers and Cleaners.

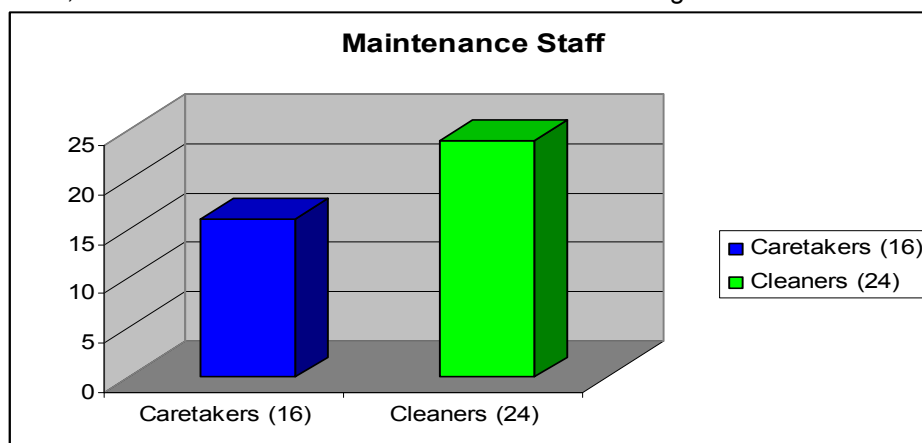


Figure 6: Breakdown of Maintenance Staff in Co. Meath VEC in 2006

VII. Student Enrolments

In total, 9357 students enrolled in the various programmes and services offered by Co. Meath VEC in 2006. The Second Level Schools and Adult Education represented 68% of this figure.

As Co. Meath VEC is currently experiencing a period of growth, it is expected that both the number and nature of services will increase significantly over the coming years. Figure 7 outlines the breakdown of enrolments in 2006. The level of growth combined with changing legislation is impacting on the function and activities of the HR Section and thereby form a significant element of the planning process in this area.

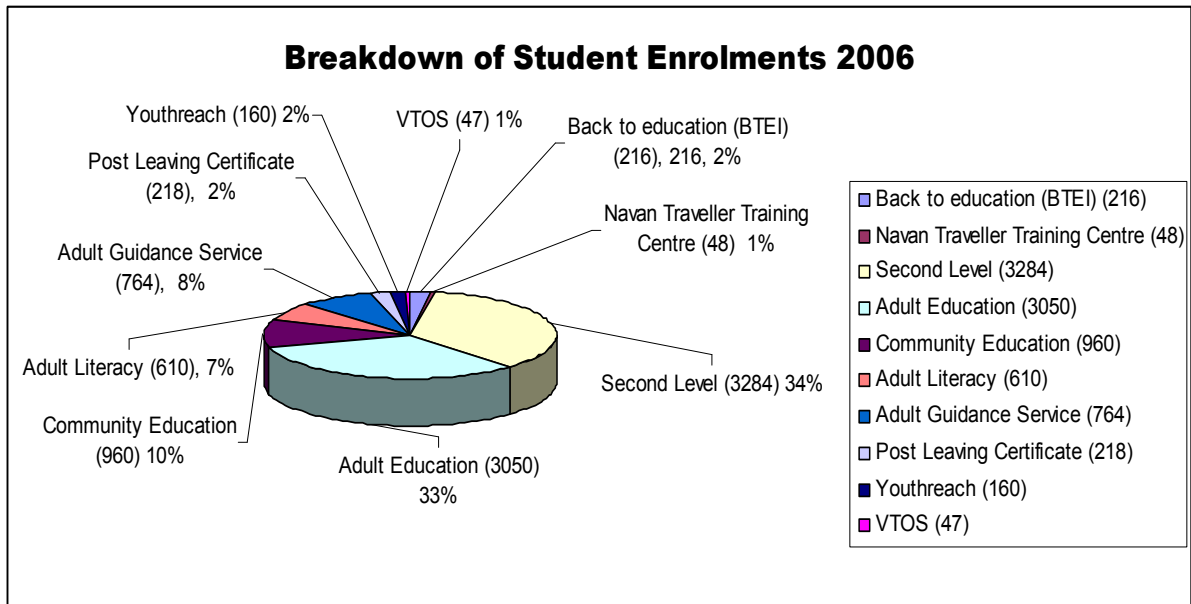


Figure 7: Breakdown of Student Enrolment in Co. Meath VEC in 2005

VIII. Management of Staff Leave Entitlements

Co. Meath VEC recognises the personal needs and obligations of staff and where possible within relevant guidelines, facilitates various leave entitlements to meet such needs. The following applications for leave entitlements were handled by HR staff during 2006:

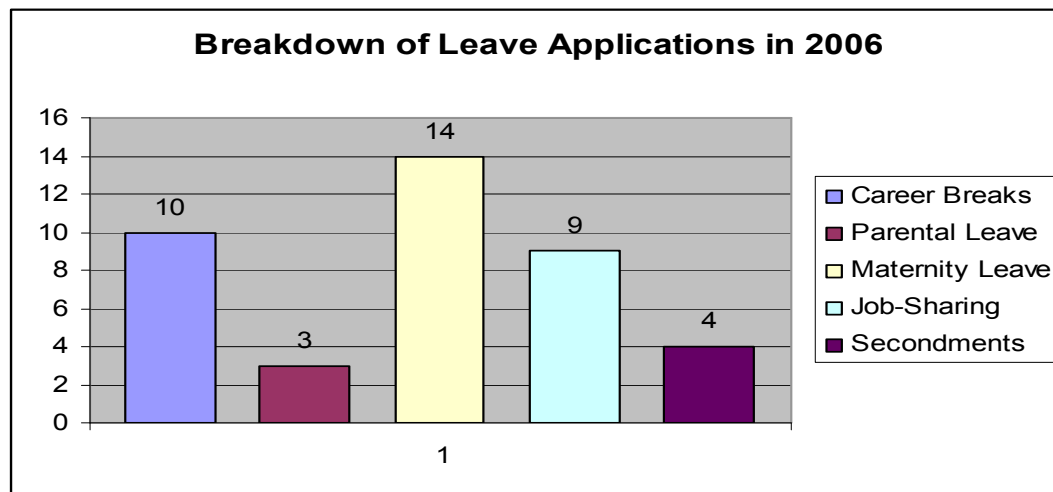


Figure 8: Breakdown of Applications for Leave in 2006

Maintenance of all other staff records include staff absences due to illness, annual leave, compassionate leave, force majeure leave, unpaid leave, flexi-time and the update of personal files in accordance with audit/organisational requirements.

IX. PERFORMANCE MANAGEMENT & DEVELOPMENT SYSTEM (PMDS)

The agreement for Sustaining Progress is dependent on verification of co-operation with flexibility and ongoing change. PMDS forms a significant element of this evaluation. This function was co-ordinated by HR during 2006 and both management and staff who fall within the criteria of the PMDS were encouraged to progress through the three phases as required by VECNPF.

Overall, there has been a positive response to the introduction of PMDS. As with any new system or initiative, buy-in by key stakeholders has been primary objective for the HR Section. In addition, the use and value of PMDS as a key performance tool rather than an administrative exercise has been of paramount importance in its continued implementation.

X. SUPERANNUATION AND RETIREMENT BENEFITS

For the most part, staff members of Co. Meath VEC are eligible to join the VEC's two main superannuation schemes - Vocational Teachers' Superannuation Scheme and the Education Sector Superannuation Scheme. Both schemes which are administered by the HR Section, form part of the Public Service Transfer Network and service is therefore transferable between certain bodies.

In 2006 Co. Meath VEC had a total of 101 pensioners.

A total of 5 applications for retirement were received during 2006. Retirement benefits were calculated and approved for payment following a full research of each employee's service history. Details were then forwarded to Meath County Council for processing of payment.

Other work in the area of superannuation included:

- Requests for transfer of service for superannuation purposes
- Purchase of past non-reckonable service
- Purchase of notional service
- Increase in rate of pension payments following NWA salary increase due to current employees
- Applications for statements of service
- Repayment of refunds of superannuation/gratuities
- Queries regarding the various retirement schemes including Cost Neutral Early Retirement Scheme, Ill-health Retirement, Early Retirement Scheme for Teachers under Strand I, II & III and Voluntary Early Retirement Scheme.

XI. Networking Groups

On-going meetings took place throughout 2006 between HR and various groups across the organisation including:

- CEO
- Principals and Deputy Principals
- Adult and Continuing Education Forum
- Youthreach Co-ordinators
- Head Office Admin Senior Management Team
- General Administration Meetings
- VECNPF Local Working Group
- Project Team for Education Plan
- Finance Section

These meetings continue to take place on a regular basis and are a proven method of raising and resolving issues effectively. The outcome of such meetings includes greater efficiency in the implementation of processes/ procedures; effective delivery of services and positive relationships with others.

XII. Training and Development

Co. Meath VEC is strongly committed to continuous support of staff personal and professional development and strives to encourage and support staff to access professional development programmes that reflect the needs of the individual, their school/centre and Co. Meath VEC.

Training and development in Co. Meath VEC is conducted at both a local and centralised level and incorporates activities on a formal and informal basis. Typical development activities

include seminars, formal training programmes (e.g. IVEA training; PMDS training; induction etc.), networking groups, 'sitting by Nellie' and informal coaching sessions. All applications for inservice/training programmes are processed by the HR Section. An overview of formal training programmes that were facilitated and/or co-ordinated by the HR Section is provided below.

i. Induction Programme

This programme aims to give new staff an introduction to Co. Meath VEC, its services and the areas of interest including organisation structure, entitlements along with relevant policies and procedures. It also affords staff the opportunity to meet with the CEO and HR Section Staff and raise any questions or queries they might have.

ii. Special Needs Education

As in 2005, further programmes for Special Needs Education were co-ordinated by the HR Section in regard to the training of Youthreach and NTTC staff in provision for special needs/disabilities.

The function of this training was to help staff respond effectively to the needs of their students. A key element of the training is the development of individual educational plans which tailor the vocational and support elements of the programme to the ability, needs and interests of the students on a flexible basis.

iii. Cross training for Admin staff

During 2006 training for Admin Staff of schools and centres was planned and co-ordinated by HR Section. School and centre admin staff were invited to spend two days over the summer period working within Head Office. It is hoped that this training provided staff with a good insight into processes and procedures within Head Office and would encourage good communication between staff of schools, centres and head office. It is hoped to follow up with Head Office staff visiting schools and centres also.

iv. IT Training

IT training was co-ordinated by HR Section and provided by our new IT Staff Tutor Ms Andrea Maher. IT training sessions offered to staff included at basic, intermediate and advanced level, PowerPoint, Word, Excel, Access and email.

v. Other

Co. Meath VEC facilitated staff attending the following training, conferences and meetings provided by the VEC National Partnership Forum:

- Training - Equality and Disability
Leadership and Teamwork
Change Management
- Annual Conference: Together making the difference
- Regional Networking Group meetings provided throughout 2006

vi. Students on Work Experience Co. Meath VEC provided work experience to 4 students during 2006. These students included students PLC courses provided by Co. Meath VEC, participants in FAS schemes and college students. Applications for work experience were processed and co-ordinated by the HR Section.

vii. Retirement Planning Course

Staff members who applied for retirement in 2006 were advised of the Retirement Planning Course hosted by City of Dublin VEC and were invited to attend. Staff availing of the course were funded by Co. Meath VEC.

Corporate Governance

The VEC have adopted a Code of Best Practice for Governance. The code adopted is consistent with the code set out by the Department of Education and Science in Circular F11/05. The purpose of the code is to ensure that the principles of good governance and management are applied by the VEC.

1. Role of Committee



The Committee has 23 members. The Committee members in 2006 are as follows:

Mr. Seamus Murray, Chairman, Mr. John Fanning, Vice-Chairman, Mr. Patrick Boshell, Mr. Seamus Grimes, Mr. Tommy Grimes, Mr. Dominic Hannigan, Mr. Daniel Keane, Mr. Nick Killian, Ms. Maire Lawler, Mr. Danny O' Brien, Mr. Bryan Reilly, Mr. Christy Reilly, Mr. Joe Reilly, Mr. Tommy Reilly, Mr. Noel Leonard, Mr. Charles Bobbett, Ms. Kay Carroll, Ms. Ellen Cogavin, Mr. Brian Curran, Ms. Jenny D'Arcy, Mr. John Fanning, Ms. Maeve Gallagher, Mr. John V. Farrelly, Mr. Trevor Golden.

It has a formal schedule of functions reserved for itself. These functions ("Reserved") are supported by legislation and include policy, planning, monitoring and the adoption of the annual accounts/report. The Committee is supported by an "Executive" which is responsible for implementation of plans, day to day management and functions not reserved for the Committee. An organisational structure with clearly defined authority levels and reporting structures is in place.

Committee members and designated staff are required to provide annual Disclosures of Interests in respect of issues that could materially influence the performance of functions. In addition, the Committee have adopted a Code of Ethics and this has been provided to all members and staff.

The Committee held 13 meetings during the year (2006). A register of attendance is maintained. Members receive agenda and papers in sufficient time before meetings.

Any further information applicable to the role of the Committee are readily available. Minutes are maintained and adopted in support of Committee meetings.

A training manual is provided to members outlining their functions and responsibilities. The training covered all aspects of good corporate governance and practice. Members have direct access to the Chief Executive Officer. Procedures are in place for members, in furtherance of their duties, to take independent professional advice.

Sub Committees

The Committee has established a number of Sub-Committees including Finance and Audit Sub-Committees. Both these Sub-Committees are composed of Committee members. The Committee nominates the chairperson of these Sub-Committees and detailed terms of references are provided.

Youth Sub Committee

The Youth Club Grants Sub-Committee has responsibility for the allocation of annual grants to youth clubs and groups throughout County Meath and presenting them to the VEC Committee for ratification each year. Last year, over fifty groups working directly with young people from County Meath were allocated funding by the VEC. The Sub-Committee is chaired by Cllr. Jenny D'arcy and Vice-Chair Cllr. Christy Reilly. The Board Members are as follows:

Mr Charles Bobbett, Mr Patrick Boshell, Ms Kay Carroll, Ms Ellen Cogavin, Ms Maeve Gallagher, Mr Trevor Golden, Mr Seamus Grimes, Mr Dan Keane, Mr Danny O'Brien, Mr Bryan Reilly, Mr Mick O'Keeffe, Mr Peter Kierans

The Sub-Committee are aided in their decisions by VEC staff who work directly with youth clubs and groups.

Grants are presented at an annual ceremony where youth club leaders and young people come together to receive their funding. At this event the "Youth Club of the Year" and "Most Enterprising Club of the Year" are announced, each of whom receive an extra contribution to aid in their work with young people. The clubs are recognised on the basis of longevity, quality of provision and extraordinary accomplishments.

The Sub Committee recognised the valuable work that volunteers and youth leaders carry out with young people in their communities on a daily basis and the annual ceremony strives to celebrate their work.

Audit Sub-Committees

The Audit Committee is composed of 7 members, all of whom are independent of management. They are Charles Bobbett (Chairman), Patrick Boshell, Seamus Grimes, Nick Killian, Joe Reilly, Ellen Cogavin and Tommy Reilly.

The Audit Sub-Committee is responsible for monitoring the executive in the carrying out of its functions and provides assurances to the Committee as to the adequacy and effectiveness of the internal control processes. It met twice during 2006. It received reports from management, external and internal audit. Internal audit reports to the Audit Committee and it meets annually with the external auditor (Comptroller & Auditor General). The Committee receive minutes of meetings from the Audit Committee and have regard to its report in adopting a statement of internal control and approving the annual accounts.

Finance Sub-Committee

The Finance Sub-Committee is composed of 7 members. They are John Fanning (Chairman), Seamus Murray, Marie Lawlor, Dominic Hannigan, Kay Carroll, Brian Curran and Peter Kierans. It met 10 times during 2006. It has responsibility for reviewing the income /expenditure of the VEC, major contracts and the financial aspects of the education and service plans. Minutes of the Finance Sub-Committee are received by the Committee for consideration and to assist in providing assurance that the education and service plans are being achieved.

Internal Control

The Committee has overall responsibility for ensuring that an effective system of internal financial control is maintained and operated. The system can only provide reasonable and not absolute assurance against material mis-statement or loss. The Executive has day to day responsibility for implementing the system of internal control. The Committee carries out an annual review of internal controls, at which it receives and has regard to a report from its Audit Committee.

The Committee has taken steps to ensure an appropriate control environment by:

- Clearly defining management and staff responsibilities.
- Establishing procedures for reporting significant control failures and ensuring corrective action.
- Establishing procedures for identifying and evaluating all risks which could prevent the VEC from achieving its objectives. Identifying and evaluating risk is a regular part of day to day management. A more formal review system is to be introduced by the Committee.

The system of internal financial control operated is based on detailed Administrative Procedures, Segregation of Duties, Specific Authorisations and Monthly review by management of reports outlining actual & budgeted results of programmes.

The Committee's monitoring and review of the effectiveness of the system of internal control is informed by the:

- Work of the Audit Committee
- Chief Executive who has responsibility for the financial control framework.
- Recommendations by the Comptroller & Auditor General.

CORPORATE AND EDUCATION SERVICES REPORT

THIRD LEVEL GRANT SCHEME 2006

County Meath VEC administers three different grant schemes for students attending full-time courses of further and higher education approved by the Department of Education and Science.

They are:

- Vocational Education Committee's Scholarship Scheme
- Third Level Maintenance Grants Scheme for Trainees (TLT)
- Maintenance Grants Scheme for Students attending Post Leaving Certificate Courses

All eligible students who reside in the county are invited to apply for a Maintenance Grant. This is a means tested grant available to students who fulfil the necessary requirements as to residence, age, means and nationality. Grants are not paid in respect of attendance at part-time and evening courses.

604 new grant applications and 332 renewal applications were received during the 2005/2006 academic year. A total of 725 students were awarded grants as follows:

	VEC Grant	TLT Grant	PLC Grant	TOTAL New awards & Renewals
New Awards	115	137	148	400
Renewal Grant	118	161	46	325
Total	233	298	194	725

Payments are made by Meath VEC to students awarded under the VEC Scholarship Scheme and to students who have been awarded under the PLC Maintenance Grant Scheme who are attending courses at PLC Centres in Co. Meath VEC's administrative area. Total expenditure in this regard for the financial year 2006 was € 967,595. TLT grants are paid by the College to the students directly.

In 2006 we embarked on a countywide advertising campaign in order to raise public awareness on the availability of grants. Steps undertaken:

- July 2006 Fliers sent to Guidance Counsellors in all second level schools in Co. Meath
- July 2006 Advert placed in local newspaper informing public that application forms were available
- August 2006 Fliers re-sent to schools to be inserted with Leaving Certificate results
- August 2006 Advertised in local newspapers, parish bulletins and local radio station of workshops to be held during this month.
- August 2006 Department of Education's closing date (31st August, 06) for receipt of completed applications advertised in Meath Chronicle
- October 2006 Meath VEC's extended closing date 1st November, 06 advertised in local newspapers, parish bulletins and local radio station
- January 2007 Final closing date 31st Jan. 2007 advertised publicly

GRANTS WORKSHOP

There was a great response to the initiative to assist grant applicants with their forms. More than one hundred parents or students attended the two sessions at the VEC Offices in Abbey Road, Navan on Tuesday 22nd August and Tuesday 29th August. Presentations were given outlining the criteria for eligibility for full or part grants. Staff were on hand to answer queries and give guidance at these workshops. The feedback from the workshops was very positive.



**Ms. Bernadette Walsh, Senior Staff Officer
Third Level Grants Workshop**

STOCKTAKING

Under the terms of the Vocational Education (Account, Audit and Procedure) Regulations 1931 each Committee shall in every year carry out a stocktake of all furniture, equipment, machinery and all other similar property in the possession of the Committee.

A report on each stock take is submitted to the VEC for their consideration.

During the school year 2005/2006 we implemented a process in order that all stock records were written in to a computerised spreadsheet. As part of this process, Administration staff were brought to Head Office for training and were requested to transfer all items from the old stock books to a computerised stock system.

Stocktaking for 2005/2006 took place during Spring term 2006. Our report from Stocktakers indicated that this process was well underway and the computerised stock records significantly assisted the stock taking task.

SCHOOL TRANSPORT

Co Meath VEC administers the School Transport Service on behalf of the Department of Education and Science. The Department of Education and Science provides subsidised school transport for post-primary students who are eligible for the school transport scheme. In general, students who reside over three miles from the Post-Primary school in their Catchment Area, are provided with Transport to that Post-Primary school. There are agreed catchment areas for second level schools. Pupils who reside over three miles from the school in their catchment area and wish to attend a school in a different catchment area, can avail of limited transport facilities, provided there is space for them on a bus after those living within that school catchment area are catered for first. These students are referred to as "Catchment Boundary"

Bus Eireann operates the service on behalf of the Department of Education and Science. Bus Eireann may operate a service itself or may contract it to a private operator. The Chief Executive Officer of the VEC assists Bus Eireann by acting as Transport Liaison Officer.

Applications for school transport should be made to the TLO on the appropriate forms which are available both in the VEC Head Office and in all our schools and colleges.

School	No. of Students
	2005/2006
Ashbourne Community School	195
Beaufort College, Navan	52
Boyne Community College, Trim	122
Dunshaughlin Community College	368
Eureka, Kells	155
Community School, Kells	121
Athboy Community School	190
St. Pat's, Navan	131
St. Fintina's Longwood	106
Loreto Convent, Navan	117
O'Carolan College, Nobber	155
Scoil Mhuire, Trim	141
Mercy Convent, Navan	120
St. Oliver's, Oldcastle	146
St. Peter's College,	127
Rathcairn	87
Total No. Of Students	2313

LOCAL YOUTH CLUB GRANT SCHEME 2006

Each year Co. Meath VEC invites applications for grant aid from youth clubs and organisations which are based in the county. The grants are funded by the Department of Education and Science from the proceeds of the National Lottery. The scheme is open to all organisations that have youth work as their primary focus. However disadvantaged and marginal groups will be priority targets. An advertisement is placed in the Local Press inviting application.

In 2006 the VEC awarded a total of €41,900
 Number of clubs applied = 65
 Number of clubs funded = 53

An awards ceremony was held in the Newgrange Hotel, Navan in November 2006. Cheques were presented to the successful clubs by Mr. Graham Geraghty, Meath county GAA footballer and Ms. Blathnaid Ni Chofaigh, TV Personality.

Entertainment was provided on the night by St. Catherine's Youth Club, Carney School of Irish Dancing and Ms. Tina French.

Two clubs were singled out for special awards, St. Catherine's Youth Club Gibbstown for Club of the Year and Navan Traveller Workshop Ltd. for most enterprising club.



Pictured in the photograph left to right: Mr. Dan Keane, VEC Committee member, Ms. Bláthnaid Ní Chofaigh, Mr. Graham Gerathy, Ms. Jenny D'arcy, VEC Committee member, Mr. Peter Kierans, CEO, Meath VEC at the awards ceremony

DORMANT ACCOUNTS FUND

At end of 2006 Meath VEC welcomed the award of €68,000 from the Dormant Accounts Fund. This funding came in addition to the €41,900 distributed through the local youth club grant scheme. The funding was a one-off, small scale equipment grant. The €68,000 grant was advertised locally. In total 52 clubs were eligible for funding, these ranged from Foroiges to Macras, Arch clubs to Scouts and Guides Orchestra bands to Youth clubs. The Department of Education and Science approved the recommendations made by the VEC. Presentation of cheques is planned for March 2007.

INSURANCE

In February 2006 under the Value for Money Initiative Co. Meath VEC choose to invite tenders for their insurance schedules.

Two companies tendered. An analysis of both submissions showed that one company was not only more expensive in each area (Public Liability, Property Liability, Employers Liability) but was geared towards the private sector rather than the public sector.

IPB were awarded the contract for the next 5 years. As a result of this exercise Co. Meath VEC made savings of €20,000 in 2006 with more favourable terms in most of the schedules.

SCHOLARSHIPS TO COLAISTE GAEILGE 2006

During 2006 Gaeltacht Scholarships were awarded to students throughout the V.E.C. Schools in the county. The VEC Committee decides the amount and number of scholarships awarded to each school.

The arrangement for the awarding of the scholarship can take either of two formats:

- (a) The Principal, in consultation with the teachers of Irish, through whichever internal assessment procedure they decide
- (b) A visiting teacher from another school will assess the students

The following Gaeltacht scholarships were awarded in 2006:

School	Number of scholarships allocated	Amount Allocated €300 each	Number of scholarships Awarded	Actual Cost in 2006
Dunboyne	6	1800	11	1800
Dunshaughlin	6	1800	9	1800
Longwood	2	600	4	600
Navan	3	900	7	900
Nobber additional	5	1500 400	7	1900
Oldcastle	4	1200	4	1200
Ratoath	2	600	2	600
Rathcairn	3	900	3	900
TOTAL	31	9700	47	9700

Schools were free to allocate the scholarships as they wished e.g. they could decide to give more scholarships at a lesser amount subject to the maximum amount allocated not being exceeded

NEWSLETTER FOR STAFF

Our Education Plan consultations highlighted the desire among staff to be informed about news and developments throughout the VEC. Arising from this, specific actions were incorporated in the Education plan dealing with regular transmission of information.

Ref. Goal 5, Objective 5.1.2 Establish a regular newsletter with information on School and Centre milestones etc.

In Spring 2006 we issued our 1st edition newsletter for staff. The staff newsletter was the commencement of a process of sharing information throughout the scheme and among the large number of staff.

Two further newsletters were published in 2006. Issue 2 was released in Summer 2006 and Issue 3 in December 2006.

Meath Chronicle supplement

In 2006 a supplement was compiled and distributed with the Meath Chronicle dated 29th April, 2006. The supplement was intended to give the public an insight into the range of services which Co. Meath VEC provides. The VEC which started out in 1930 to provide technical education for the tradesmen and women of a young nation has changed immeasurably. It is now the state provider of a comprehensive range of education services. One in every ten people in Meath currently avail of our services. In 2006 the VEC undertook an exercise in strategic planning, putting in place a 5 year Education Plan. Central to this plan is educational excellence and extended provision of services throughout a growing county. The VEC on behalf of the State is called upon to respond to the needs of the expanding population in the county and are very happy to undertake this task with speed and determination.

PARTNERSHIP

Under Partnership 2000 the social partners recommended the partnership process as a mechanism for change throughout the public sector. The VEC sector is meeting the challenge of modernisation and organisational change through the partnership process. The expertise of both management and staff has been drawn together to implement change within the VEC sector in order to ensure that the service provided is of the highest quality and meets customer needs. Co. Meath VEC is committed to this process and has implemented change in areas including

- Performance management and development
- Financial and management information systems
- Customer service
- Commitment to the use of the latest ICT within Meath VEC services
- Staff development
- Access to family friendly initiatives
- Initiatives involving organisational change
- New management arrangements arising from the implementation of the Vocational Education (Amendment) Act, 2001
- New management structures designed to co-ordinate and supervise the extending range of responsibilities of VEC's

National Partnership Forum

The National Partnership Forum is a non-statutory consultative group established in March 2001 with membership drawn from management and unions at national level to oversee the implementation of partnership structures for the administrative services in the Vocational sector. The purpose of the National Partnership Forum is as follows:

Act as a Forum through which the VECs will approach modernisation and change
 Discuss and improve a service plan for partnership within the sector through consensus.
 Formulate a framework through which agreed plans for partnership will be communicated and facilitate dialogue between the VECs and the Forum on progress, developments and problems.

Local Working Group

A Local VEC Partnership Working Group comprising of equal numbers of management and staff representatives has been established by Meath VEC. Their function is to implement the Partnership process in accordance with the guidelines and suggestions of the VECNPF

Members of Local Working Group

Mr. Christopher Reilly, Staff representative
 Ms. Sinead Murphy, Staff representative
 Ms. Breda Garvey, Staff representative
 Ms. Sheila Dunne, Staff representative
 Mr. Peter Kierans, Management representative
 Ms. Nuala O' Neill, Management representative
 Ms. Bernadette Walsh, Management representative
 Mr. John Fanning, Management representative

Core Values

Values are the fundamental beliefs that guide and motivate attitudes and actions. They identify the things we prize most so influencing the way a person actually behaves. Values are usually given to us from our families, backgrounds and experiences. In a work setting our values affect the way the VEC operates and how we work together.

The core values we are highlighting have been chosen as the most appropriate ones to achieve modernisation and change in Partnership with the VEC sector.

Teamwork

Encourage staff to be clear on their own role and on collective responsibility to achieve success through the VEC team. Encourages and supports others in pursuit of VEC goals

Co-operation

Works well with others to achieve a common aim and works to establish common ground providing support where possible.

Leadership

Promotes behaviour that is in the best interests of the VEC, its staff and customers at all times. Motivates and encourages others to take ownership of the VEC objectives and promotes a shared vision of the future

Participation

Welcome all staff to actively make their contribution to the service delivery of the VEC. Each person at every level in the organisation is encouraged to participate.

Customer centred

Recognises that customers are the purpose of the VEC's existence and approaches every initiative with their interests in mind.

Communications

Explains the issues of the day and the outcomes expected are understood by all staff. Shares information with all stakeholders at an early stage.

CAPITAL PROGRAMME

Major Projects Ratoath College:



Building work on this project continued at a very satisfactory pace in 2006, with architects certificates to the value of almost €9million issued. Most of the construction work is now complete and mechanical and electrical fittings are being put in place. The overall project is running within budget. Consultation meetings with the Principal and Staff commenced in December 2006 with regard to the outfitting of the school. This will require tendering for thousands of individuals items to the value of €3ml. Advertisement in the OJEU and in the National Press will appear early January 2007.

Meath VEC Principals visit German School

Six Principals as well as the CEO and Head of Finance went on a one day study tour to Dusseldorf and Bonn to visit two newly constructed international schools.



Pictured left to right: Mr. Tom Stack, Principal, St. Fintina's Post Primary School, Mr. Peter Kierans, CEO, County Meath VEC, Mr. Seamus Ryan, Principal, Community College, Dunshaughlin, Mr. Brian Goggins, Principal, O' Carolan College, Nobber, Ms. Máire Ní Bhroithe, Principal, Ratoath College, Mr. Frank Smith, APO, Ms. Eposite, Principal Junior School, Bonn, Mr. Macdara O' Dhuillearga, Principal, Coláiste Pobail, Rathcairn, Mr. Eamon Gaffney, Principal, St. Peter's College, Dunboyne.

Dunshaughlin Community College:



Devolved Project €140,000 An unrequested allocation was forwarded following the Minister’s visit to the school. Tenders were sought for a 2 room permanent extension. Following approval for a long- term projected enrolment of 1,000 students, the CEO in consultation with the Principal and the approval of the DES decided to defer this extension and to incorporate it into the larger long-term. extension

Extension to 1,000 pupils (3205 sq.m) The Schedule of Residual Accommodation and Future use as drawn up by DES was accepted by Meath VEC on 10th October, 2005. Permission to enter into process to appoint Architect was given on 31st January, 2006. The Selection Process for the appointment of a Design Team commenced in May 2006. The Department of Education & Science new guidelines for the selection of Design Teams was used. On DES approval the following Design Team were appointed:

- | | |
|---|-----------------------------|
| Architect: | Cody Partnership |
| Quantity Surveyor: | Fergal Coghlan & Associates |
| Mechanical & Electrical Engineers: | DeLap & Waller |
| Civil & Structural Engineer: | DBFL |

At year end progress on this project has advanced considerably. The work has been concentrated in the outline planning phase designing the general footprint of the building.

O’ Carolan College, Nobber, Co. Meath



A review of the long-term enrolment projections for this school was carried out by the DES Planning & Building Unit. In July 2006 DES recommended accommodation to cater for 475 pupils. An Educational Worksheet was completed by the Principal, Mr. Brian Goggins and returned to DES in October 2006 for their consideration

St. Peter's College Dunboyne:



Extension to 1,000 pupils (2679 sq.m)

A brief history of this project is that it started initially as a 2 phase project with Phase 1 opening in 1994. Following on from that Phase 4 opened in 2004. The present project is Phase 6 and stages 1 and 2 of this phase tries to bring all six together.

The Design Team for this project was appointed late 2005 are as follows:

Architect:	Ann Blackwell
Quantity Surveyor:	Fergal Coghlan & Associates
Mechanical & Electrical Engineers:	DeLap & Waller
Civil & Structural Engineer:	DBFL

By mid June Stage 2 of this project was approved. By November 2006 Stage 3 was approved and permission was authorised to proceed to Stages 4 and 5. Planning permission was granted in December 2006.

Summer Works Scheme 2006

The Department of Education and Science offered a grant to each of the following for works to be undertaken during the summer of 2006:

St. Peter's College Dunboyne: Installation of Gas Boiler – Value €27,500
Central Heating Installations were the successful tenderer.

Beaufort College Navan: Upgrade of Fire Alarm and Emergency Lighting – Value €43,400.
Dunbar Electrical were the successful tenderer.

St. Fintina's Longwood: Upgrade of the Wood/Material Technology Room – Value €123,000 plus Furniture & Equipment. Glasgiven were the successful tenderer.

Miscellaneous Capital

The following were various projects underway in 2006:

Community Building Navan: a two storey prefabricated building consisting of 2 classrooms, 5 offices, 1 meeting room, reception area and toilet facilities. Value €200,000. Architect appointed to undertake this project was Ann Blackwell Associates. At year end planning permission was awaited to commence the project.

Autism Unit Nobber: Construction of 1 pre-fabricated unit comprising of 2 no. classrooms at O' Carolan College, Nobber, Co. Meath to establish an Autism Unit.

Scouts Hall Kells:



Refurbishment of the Old Scout Hall in Kells to relocate Kells Youthreach commenced in 2006. Completion of these works is scheduled for April 2007. The budget for this project is €400,000 approx. funded jointly by Co. Meath VEC and Kells Town Council. Building Contractor appointed is Cunanne & Donaghey.



CAPITAL EXPENDITURE

Details on the receipts and expenditure on Capital Projects during 2006 was as follows:

PROJECT	RECEIPTS	PAYMENTS
Ratoath - New school	7,014,262	8,852,377
Dunshaughlin - Extension	34,799	50,206
Dunboyne - Extension	(330)	3,025
Dust Extraction		4,114
Summer works 2004 - Longwood		1,231
Summer works 2005 - Dunboyne		680
Summer works 2005 - Beaufort	10,971	35,043
Summer works 2005- Longwood		107,720
Summer works 2006- Longwood	86,226	4,084
Summer works 2006 – Beaufort	43,411	40,771
Summer works 2006 – Dunboyne	19,248	1,121
Prefabs - Longwood		1,427
Rathcairn - Extension		
Dunboyne Devolved Funding	84,000	16,799
- Extension	194,532	171,276
Dunshaughlin Devolved Funding		4,550
- Extension		
TOTAL	7,487,119	9,293,193



COLÁISTE POBAIL RÁTH CAIRN



Príomhoide:
Macdara Ó Duillearga

Príomhoide Táinisteach:
Proinsias Ó Luachra

Teileafón: (046)9432722
Faics: (046)9430198
Ríomhphost: office@cprc.meathvec.ie

The school's mission statement

"The school will always do its utmost to promote Irish culture – the Irish language, music and Gaelic games - among its pupils. It is a multi-denominational school which seeks to promote the children's spiritual growth and development. It also promotes the children's cultural, intellectual, social, vocational and emotional development. In partnership with its management, teachers, pupils and parents the school will make every effort to help each pupil realise his/her potential academically and personally by encouraging them along the right direction in every aspect of their lives. The school believes that its life should be imbued with a spirit of solicitude, respect and love for anyone who deals with it".

Enrolment: 101 pupils (60 boys, 41 girls)

Bord Bainistíochta

An tAthair Ó hÉanaigh (Cathaoirleach)
Dorren Piggott,
Máire Ní Leathlobhair
Micheál Ó Flatharta
Proinsias Ó Luachra
Cathal Seoighe
Ultan Ó Conmhídh
Páraic Mac Donncha
Caitlín Ní Mhéalóid

Coiste na dTuismitheoirí

Antóin O Conghaile (cathaoirleach)
Macdara Ó Duillearga
Proinsias Ó Luachra
Breda Uí Chonghaile
Caitlín Ní Mhéalóid
Pamela De Priall
Áine Uí Chuinn

Fiona Ní Fhearghail
Gearóidín Nic Eochaidh
Ken Mhic Cóir
Carol Wharmby
Ursula Mhic Grianna
Monica Nic Grianna
Áine Uí Chearúil
Helen Mhic Gabhann

Programmes Offered:

Junior Certificate, Transition Year
Leaving Certificate

School Policies:

Admission, Anti-Bullying, Critical Incident, Computer Usage, Homework, Discipline, Substance Abuse, Safety Statement, Pastoral Care, Supervised Study

Extra-Curricular Activities:

Debating: Irish & English, Seachtain na Gaelige, Study Skills Day, Public Speaking, Ceolchoirm na Nollag, Tours, Lá Spóirt, Dalta nab liana, Athletics, Basketball, Football, Airgead Charthanachta, e.g. Concern, Trócaire, Samaritans.



Enterprise students 2006 with Minister for Education and Science, Ms. Mary Hannifan, and Business Studies teacher, Stacaí Ni hUigínn.



Highest achieving male and female students 2006 with Principal, Macdara Ni Duillearga



O' CAROLAN COLLEGE, NOBBER



O'Carolan College
Nobber
Co. Meath

Principal:

Mr. Brian Goggins

Deputy Principal:

Ms. Kay Coghlan

Telephone: 046 9052177

Fax: 046 9052453

Email:

Email: office@occ.meathvec.ie

Website:

<http://community.meath.ie/ocarolancollege>

Board of Management:

Mr. Tommy Grimes (VEC)

Mr. Seamus Grimes (VEC)

Mr. Bryan Reilly (VEC)

Mr. Brian Goggins (Secretary)

Fr. S. Houlihan (Community)

Ms. Marie Lawler (Teacher)

Mr. Sean Gibbons (Teacher)

Ms. Ann McGivney (Parent)

Ms. Liz McConnell (Parent)

Parents Council:

Peter Glynn

Teresa Downey

Michael Murphy

Esther Daly

Mary Meade

Phelim Gargan

Margaret Byrne

Kieran Dowling

Mary O'Driscoll

Joan Rogers

Jackie Finney

Liz McConnell

Ann McGivney

Enrolment: 256

Mission Statement:

The motto of O'Carolan College, "Saothar agus Sonas" literally means "Work and Happiness, but Sonas also translates as "Prosperity". What more fitting aspiration could you have for your child's future!

Programmes of Study

Junior Certificate, Transition Year,
Leaving Certificate and Leaving Cert Applied.

Trip to Paris:

In March 2006 45 students and 5 teachers travelled on the annual First Year Trip to Paris for four days.

I.T. News:

The school is now equipped with a satellite dish for broadband. All classrooms are now networked to facilitate the use of ICT in teaching and in preparation for e-Portal which will improve record keeping and give easier access to student data.

Autism Unit:

O'Carolan College received approval to open the first autism unit attached to a second level school. This was a very exciting development. A teacher and two special needs assistants were appointed to co-ordinate and run the unit. Two students were enrolled, both of whom are attending National School in Navan. A huge amount of work was required in order to establish the Autism Unit up to integrate the new students into school but as with all other new initiatives O'Carolan College inputted 100%



ST. OLIVER POST PRIMARY SCHOOL, OLDCASTLE



Mr. Finbar O'Connor
Principal

Principal

Mr. Finbar O' Connor

Deputy Principal

Mrs. Fidelma Gibney

Telephone (049) 8541180

Fax (049) 8542201

Email office@stoliver.meathvec.ie

Enrolment

September 2005	-	387
PLC	-	22
Adult Education	-	139

Board of Management:

Fr. R. Kelly

(Bishop Smith's Nominee – Chairman)

Rev. P. Rutherford

Mr. S. Grimes (VEC)

Mr. B. Reilly (VEC)

Mr. B. Curran (VEC)

Mrs. S. Keogan (Gilson Board)

Mr. E.O' Reilly (Teacher)

Mrs. A. Sheridan (Teacher)

Mrs. M. Brady (Parent)

Mr. J. McDermott (Parent)

Rev. P. Rutherford (Bishop Clarke's Nominee)

Mr. L. Collins (Community)

Mr. P. Kierans (CEO Meath VEC)

Mr. F.O' Connor (Principal/Secretary)

Parents' Association:

Chairman: Mr. Tom Brady;

Vice-Chairman: Peadar Gill;

Recording Secretary: Mrs. Pauline Rudden;

Correspondence Secretary: Mary Lydon;

PRO : Mrs. Connie Maguire

Joint Treasurers: Ms. Mary Brady & Mrs. Helen Curran;

Representatives on the Board of Management:

Mr. John McDermott & Mrs. Mary Brady.

Committee members:

Connie Farrelly, Maura (Reilly) Kevin, Mary Plunkett, Mary Browne, Kay Feeney, Patrick Skelly, Ms. Geraldine O' Rourke, Mr. Frank O' Rourke, Margaret McNamee, Ann Brady, Margaret Tierney, Mary Lydon & Elizabeth (Tilly) Grall.

Students' Council:

First Year: Ross Cadden, Daniel Gaughran, Brigetta Lynch

Second Year: Dean McInerny, Shane Gilsenan, Jordan Cartwright

Third Year: Sorcha Grall, Amy Smith, Emmet Smith

Fifth Year: Stephen Bardon, Orla Feeney, Niamh Plunkett

Sixth Year: Tomas Owens, Jennifer Cullen, Lisa Colwell, Saoirse Meehan

Mission Statement:

St. Oliver Post Primary School is committed to quality education. It seeks to enrich students' lives and empower them for life's many challenges. This is done in a caring atmosphere of good order and discipline and in partnership with parents/guardians.

In our daily life we value the principles of justice, mutual respect, equality and tolerance leading to the promotion of a positive self image and the confidence to achieve the highest levels.

Programmes Offered:

Junior Certificate, Leaving Certificate, LCVP, PLC – Business Administration FETAC Level 5.

School Policies:

Admissions/Enrolment, Lunchtime, Tobacco/Alcohol & illicit substances, Anti-Bullying, Homework, Suspension/Exclusion, Searching a student & his/her property, Unofficial absences from school, Parent/Teacher Meetings, Parents/Adults visiting the school during a school day, Mobile Phones, Dress Code, Guidance, Health & Safety, Child Protection, Critical Incident, Learning Support/Special Needs Education. SPHE

Extra Curricular Activities:

Sports - including Soccer, GAA Football (Boys & Girls), hurling, Basketball, Handball, TableTennis, Badminton, Athletics; Debates, Concerts, Fundraising for Charity, including Concern, Autism, Pakistan; Gaisce, Fashion Shows, Educational Tours, Seachtain na Gaeilge, Supervised Study, Study Mentoring, Rainbows, S.A.P., Retreats, Aware, Humorfit Theatre, Higher Options, FAS Opportunities. Awards Night, FETAC Awards ceremony.



ST. FINTINA'S POST PRIMARY SCHOOL

PRINCIPAL

Mr. Thomas Stack

DEPUTY PRINCIPAL

Ms. Monica Clarke



Mr. Tom Stack, Principal

Telephone: (046) 9555018
 Fax: (046) 9555018
 Email: office@stfintina.meathvec.ie
ENROLMENT 173 students

MISSION STATEMENT

Our aim is to provide the opportunity for each individual to reach his/her full potential in a supportive, caring and challenging environment and thereby contribute positively to society.

PROGRAMMES

- Junior Certificate
- Leaving Certificate
- Leaving Cert Vocational Programme
- Adult Education Programme

EXTRA CURRICULAR PROGRAMME

Football, hurling, soccer, athletics, basketball, chess, draughts, public speaking, mini enterprise, drama, Gaisce challenge, Art competitions, poster competitions, quizzes, fundraising.

BUILDING PROGRAMME

While negotiations have been ongoing to secure a greenfield site for a new 500 – pupil school, the existing building has received a considerable facelift with the installation of new double glazed windows and the total refurbishment of Home Economics and Materials Technology Wood rooms.

PROBLEM SOLVING FOR IRISH SECOND LEVEL MATHEMATICIANS (PRISM)

Twelve students from the school took part in the PRISM National Competition at Junior and Senior level. All scored well above the national average with one senior student achieving such an impressive score that he was invited to participate in a Mathematics enrichment programme in NUI Maynooth. Consequently he is in the running for a place on the International Mathematics Olympiad Team.

MENTORING PROGRAMME

In September 2006 30 fifth year students attended a mentor training workshop facilitated by a development officer with the “Big Brother Big Sister” programme. These students then act as mentors for new first year student or students transferring to the school. These mentors play an

important role in promoting a sense of community within the school. At Christmas the senior students hosted a party for first year students.

AWARDS SYSTEM

In order to acknowledge academic achievement and reward effort the school has introduced a monthly award programme in addition to its annual awards system. At the end of each month plaques and certificates are presented at Junior and Senior level.

SCHOOL POLICIES

Code of Behaviour, Substance Use, Admissions, Suspension and Expulsion, Pastoral Care, Homework, Health and Safety, Anti Bullying, Special Education Needs, Child Protection, ICT.

ACHIEVEMENT/EVENTS DURING THE YEAR

- English trip by 5th year students to Helix to see “How Many Miles to Babylon”.
- Glac fiche dalta ón scoil páirt I dtráth na gceist boird d’íarbhunscoileanna mar chuid d’imeachtaí Fhéile na Mí 2006.
- All computers in Computer room upgraded and a computer installed in each classroom.
- RSE workshop for 3rd year students run by Accord.
- Cross-curricular trip organized jointly by the Art and English departments to the Solistice Theatre in Navan.
- Three students from the school won 1st, 2nd, and 3rd places in the 14-17 age group in the annual Credit Union Poster competition.
- School invited to join the DEIS (Delivering Equality of Opportunity in Schools) Programme.



BEAUFORT COLLEGE NAVAN



Principal: Mr. John Condon

Principal:

Mr John Condon

Deputy Principal:

Mr Michael Lavelle

Telephone: 046-9028915

Fax: 046-9029589

Email: office@beaufort.meathvec.ie

Adult Education Director:

Ms Aileen Moran

Assistant Adult Education Director:

Elaine Agnew

Home School Liaison Teacher:

Ms Maria Flynn

Members of Parents Council 2006/07

Bernie McDonald (Chair)

Patricia Cunningham (Secretary)

Geraldine O'Connell (Treasurer)

Catherine Sheppard

Annie Ryan

Marion Mooney

Elizabeth Gavagan

Members of Student Council

Jason Maiben

Fola Johnson

Gleb Teterin

Stells Oguntade

Cormac Dullaghan

Elaine Booth

Janice Dunne

Kellie Moran

Shirley Quinn

Robert Gibney

Bernadette McKendry

Hamed Syed

Board of Management

Michael Lavelle (Chairman)

Cllr Tommy Reilly (VEC)

Cllr Jenny D'Arcy (VEC)

Bernie McDonnell (Parent)

Oonagh Sheahan (Teacher)

Fr Peter Farrelly (Community)

John Condon (Secretary)

Enrolment:

Day: 400

Evening: 650

Beaufort College is the only co-educational comprehensive school in Navan. It has a proud tradition of educating children and adults from town and country since 1907 to the highest standards in Junior Certificate, Leaving Certificate and Post Leaving Certificate courses (Art,

Childcare & Secretarial Studies). Beaufort College is an innovative, progressive, multi-cultural school with an inclusive ethos serving the needs of its community.

Programmes of Study

Junior Certificate, Leaving Certificate, Leaving Certificate Applied, Post Leaving Cert courses in Business Studies/Secretarial, Art Portfolio and Childcare (FETAC Level 5). There are over 30 leisure, professional and recreational programmes in our night school.

MISSION STATEMENT.

Beaufort College is committed to quality education at both Second Level & Post Leaving Certificate Level. It seeks to enrich students' lives and empower them for life's challenges. This is done in a caring atmosphere of good order and discipline and in partnership with parents.

Other Programmes/Activities

Rainbows

Gaelic Football

Breakfast Club, Homework Club

Computer Club

Soccer, Rugby, Basketball

Martial Arts

Film Club

Public Speaking

Summer Camp

School Tours (Barcelona Easter 2006)

School Completion Programme

NUI Maynooth Access Programme

Reading Challenge

Seachtain na Gaeilge

Multi Cultural Week



DUNSHAUGHLIN COMMUNITY COLLEGE



*Principal:
Mr. Seamus Ryan*

Principal

Mr. Seamus Ryan

Deputy Principal

Mr. Pdraig Browne

Tel: (01) 8259137

Fax: (01) 8299548

Email: office@duncc.ie

Students: 930

Staff: 65 W.T.E. (78 including staff with partial hours)

Board of Management: Jim Gilligan, Anne Dolphin, Phil Mc Greal, Dan Keane, Jim Cleary, Fr. Fleming, Christy O Sullivan, Roisin De Blacam, Seamus Ryan, Peter Kierans, CEO, Kay Carroll

Parent Teacher Committee:

Jim Cleary, Maeve Bailey, Catherine Bannon, Deirdre Bowen, Pauline Doran, Aiden Doyle, Linda Elliott, Joyce Ennis, Celine Fitzmaurice, Christine Hogan, Maire Keane, Denise Kirwin, Avril Mansouri, Kevin Mason, Adrienne Mc Gill, Josephine Mc Govern, Phil McGreal Rita Walsh, Julie Whyte, Margaret Woods.

Student Council Officers: Mary Dunne

Student School Bags: Dunshaughlin Community College has introduced several initiatives to reduce the weight of student school bags. From September 2006 classrooms have been provided with sets of appropriate text books which allowed students to leave their own text books at home.

New Canteen Facilities: From September 2006 Dunshaughlin's newly fitted kitchen has provided a far greater range of food for students at competitive prices. We now have breakfast and mid morning service.

Innovative Teachers Award 2006: 27th April: Ms Mc Grath and Ms Whelan won the title of Innovative Teachers 2006 at the third annual European Innovative Teachers Forum in Tallinn Estonia. The event sponsored by Microsoft, brought together more than 70 forward thinking educators from 25 countries across Europe and promoted the innovative use of information and communication technology in education and encouraged participants to share ideas and best practices with their peers Ms Mc Grath and Ms

Whelan will now go on to participate in the worldwide Innovative Teachers Forum planned for the end of the year.

History Field Trip to Belgium and France 15th March: Ms. Carroll and nine fifth year students (Peter Gallagher, Peter Mahady, Jack Massey, Curnan Reidy, Paul Bradley, Oisin Mac Coill, Mairead Mullin, Laura Cahill and Stacy Grouden) returned from a history field trip to Belgium and France. They were invited to participate in this World War 1 field trip by the European school in Mol, Belgium. They joined with 65 students from the European School and spent five days visiting the trenches, battlefields, cemeteries and museums associated with World War 1.

Student Council Officers: James Ryan, Emma Griffin, Michael Brennan and Niall Dennehy.

Microsoft Award: 18th May 2006: Students participated in the National Microsoft Office Specialist Competition in Word and Excel. James Ryan of fifth year won the Excel competition and a trip to Florida. He shall also be partaking in the World Championships there in August.

Comenius Project: Meeting in Budapest, September 2006. This is the 5th year Community College Dunshaughlin have participated in this project and it goes from strength to strength. Our partner schools are in Hungary, Germany, Norway and Portugal.

Concern Charity Day December 8th 2006: Well done to all who were involved in Dunshaughlin's Concern Charity Day. The total collected was €27,000



RATOATH COLLEGE

Principal:

Máire Ní Bhróithe

Deputy Principal:

Mr Anthony Malone



Principal, Ms. Maire Ni
Bhroithe

Fairyhouse Racecourse
Ratoath,
Co. Meath.
Tel: (01) 8254102

E-Mail: office@rc.meathvec.ie

Website: www.ratoathcollege.ie

School motto:

Mol an Óige agus tiocfaidh sí.

History: The school is a co-educational school catering for students in the parishes of Curragher and Ratoath. Currently the school has an enrolment of 183 first year and second year students. The new school building is progressing well and students will be educated in Jamestown, Ratoath from September 2007. The school will be built to accommodate 850 students.

Staffing: There are 15 teachers, a chaplain and 3 special needs assistants on staff. Further teachers will be employed over the next few years as student numbers increase.

Curriculum: Ratoath College offers a wide range of subjects to students. The optional subjects include: Art, Music, Italian, Home Economics, Materials Technology Wood, Technical Graphics and Business.

Pastoral Care System: Each class has a tutor or Caomhnóir who cares for the students in their group

Policies: A Code of Dress, a Mobile Phone Policy, a Healthy Eating Policy, Code of Behaviour, Anti- Bullying Policy, ICT Policy and a Homework Policy. We are currently developing a Substance Usage policy, a critical incident policy and a learning support policy.

Teaching and Learning: The school promotes team teaching. In many of our classes there are two teachers working together with the students. The school was involved in "Assessment for Learning" project in Maths with the NCCA in 2006. We have recently got involved in "Learning through Technology" project in Gaeilge with the NCCA. Our first years are involved with a North/south ICT project "Dissolving Boundaries"

Extra Curricular Activities: The school has introduced a number of sports. GAA (football), Soccer, Athletics, Camogie, Rugby and Basketball for boys and girls. Ratoath College also has a media club who are producing a school magazine, updating the website and making a DVD of their time in Fairyhouse. A visitor's programme has been introduced and many well known visitors addressed the pupils in 2006. Charlie Bird (rte), Bill Cullen (Renault Ireland) and Dr Garret Fitzgerald (ex-Taoiseach) are among those who spent time with the staff and pupils in Ratoath. The first year students have an annual trip to Paris and this took place in March 2006.

Board of Management 2005-2008:

VEC Representatives: Mr Nick Killian (Chairperson), Ms Maeve Gallagher, Mr Charles Bobbett

Church Representatives

Fr Gerry Stewart PP, Ms Nuala Mc Laughlin, Ms Miriam Toole

Parent Representatives: Judith O'Brien, John Hayes

Teacher Representatives:

Nuala Ní Mhurchú, Aine Ní Bhrolcháin

Community Representative: Ms Anne Scott

Parent Association 2006: Chairperson: Mr Donie Wiley Secretary: Ms Jackie Harnett Treasurer: Ms Emma Forde –Connolly

Student Council 2005/2006: Gavin Eiffe, Cian O'Brien, Jenny O'Reilly, Aoife Kavanagh, Jack Mc Gowan, Mark Wiley, Eric Lawless, Kevin Hartnett, Aisling Farrell.

**ST. PETER'S
COLLEGE
DUNBOYNE**



Principal:

Mr. Eamon Gaffney

Vice Principal:

Ms. Maureen Murray

Tel: (01) 8252552

Fax: (01) 8251961

Email: office@duncc.ie



Mr. Eamon Gaffney,
Principal

St. Peter's College 2006

The Mission Statement reflects the views of all of the partners in education; students, staff, parents, Board of Management and the local community. Our school emblem incorporates the motto "Dóchas, Dúchas, Díocas". (Hope, Heritage and Diligence).

St. Peter's College mission is:

- To foster the confidence in our students and teachers to develop their talents and abilities.
- To pursue academic excellence.
- To respect the diversity of our student body.
- To encourage students to be positive in their outlook on life and to make a positive contribution to their school and society.
- To prepare students for further education and the world of work.
- To develop in students a respect and appreciation of Christian values and other world religions and cultures.
- To nurture the values of tolerance, inclusion and care within the school and wider community.

An Bradán Feasa, a bog oak sculpture, was commissioned and presented to the school by former Taoiseach, John Bruton, TD in 1996. In the school's awards ceremony, held at the end of each academic year, the sculpture is presented to the overall 'Student of the Year'.

Board of Management:

The current Board comprises the following:

Bishop's Representatives:

Mr. Liam Murphy (Chairperson); Ms. Maeve Gallagher; Fr. Tony Gavin

Minority Religion Representative:

Rev. Janice Aiton

Community Representative:

Mr. Tom O'Mahony

VEC Representatives: Mr. John Blaney, Mr. Noel Leonard; Ms. Ellen Cogavin

Parents' Representatives: Ms. Marie Clarke; Mr. Charles Roarty

Teachers' Representatives:

Ms. Niamh Collins, Ms. Helen Loftus

Enrolment:

Total enrolment for 2006/2007 is 1046. This comprises the following:

Boys 475; Girls 571

Of the above total, 142 are part of our PLC Programme.

Courses:

Our students follow the following programmes: Junior Certificate; Transition Year; Traditional Leaving Certificate; Leaving Certificate Vocational Programme

Leaving Certificate Applied Programme; Post Leaving Certificate (See enclosed Brochure)

Communications:

The school produces 3 Newsletters per year for parents and students. These Newsletters reflect the vast array of events taking place in the school and focus on student achievements and activities.

Details of the building development and student achievements in examinations are referred to in the enclosed Newsletter.

Whole School Development:

The school has been involved in the process of Whole School Evaluation for about 10 years. To this end, a Committee of 5 Teachers, elected annually, the Principal and Deputy Principal meet to examine, devise and revise School policies. These Policies are referred to the Student Council, Teacher groups and Parents' Association before final drafts are brought before the Board of Management for approval and ratification.



CENTRE FOR EUROPEAN SCHOOLING

Dunshaughlin Community College
St. Seachnall's National School.
Dunshaughlin, Co. Meath

Coordinator:

Ms. Una Barton

Telephone:

018259679/8259137

Email: ces@duncc.ie



Mission Statement

We are committed to:

- The provision of high quality schooling at primary and secondary levels in a system that is flexible and adaptable to the needs of our pupils
- Facilitating the integration or reintegration of pupils into either a European School or to their national education system
- Developing high standards in First Language and up to two foreign languages
- Fostering a European Spirit among our pupils and communicating this spirit to the larger school communities.

Enrolment:

Total enrolment 2006/2007: 34 students

Primary: 24students

Post Primary 10 students

This year's enrolment comprises the following nationalities: French, Portuguese, Spanish, Belgian, Italian, Finnish, Czech and Hungarian.

All of the students of the CES are enrolled at St. Seachnall's N. S. or Dunshaughlin Community College and are fully integrated into mainstream classes.

Programmes Offered:

- First Language (Mother Tongue)
- Second Language (French or German)
- Third Language (available EU official languages)
- English (to enable pupils to integrate quickly into mainstream classes)
- European Hours (Primary School)
- Moral Education (alternative to Religion in Primary School)

Highlights of 2006/2007

Classes in Portuguese (Secondary School) and Spanish (Primary School)



have used Videoconferencing to work with corresponding classes at the European School of Mol Belgium. The teachers have chosen books from the European Schools recommended reading lists for their age group and prepare these with their individual classes. The classes link by Videoconference twice each term and work together on material which has been prepared together by the teachers in Mol and Dunshaughlin. Pupils have enjoyed this aspect of their class work and appreciate the opportunity to work in their own language with a larger class group.

New pupils, Ilias and Iris Koutis from Hungary enrolled at the CES and Stina Björkman, teacher of Swedish and Róbert Takács, teacher of Hungarian have been appointed.



CES pupils mounted an Annual Exhibition of their work at FVO in December.

Projects from all of the language classes as well as European Hours and Moral Education were displayed.

Launch of new website:

www.centreforeuropeanschooling.ie

Staff of the CES has prepared a number of Policy Documents including a policy for the teaching of small groups or individual students.

Activities 2006/2007

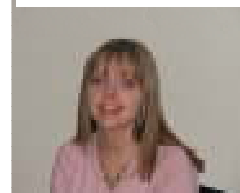
Europe Day (09 May): the pupils of the CES will present a quiz which will involve the senior classes of St. Seachnall's. The CES tour will take place on 30 May 2007. All CES pupils (Primary and Secondary) will visit Fry's Model Railway and Malahide Castle.

Meath Adult Education Guidance Service



Michael O'Shea, Adult Education Guidance
Counsellor/Co-ordinator.

Email: michael.oshea@maegs.meathvec.ie
Phone: (046) 9068234



Eilís Coyne
Information Officer

The New Year began with the appointment of Eilís Coyne as Information Officer. Eilís previously worked in the Human Resource Section of Co. Meath VEC. In all, Eilís had already accumulated two years service with Co. Meath VEC before assuming her new role. Eilís' accession to the position of Information Officer proved to be a great benefit to MAEGS and a huge loss to the Human Resource Section.

Since this new initiative only commenced in November 2005, MAEGS staff was still engaged in the process of establishing the service in the early part of 2006. As the service became more widely known and its reputation grew throughout the county, the number of clients increased accordingly. MAEGS prides itself on providing the highest quality of service to service users in terms of Guidance & Counselling and Information. On the last working day before Christmas 2006, it was estimated that the total number of clients who had accessed MAEGS since November 2005 rested at 864. 400 of these clients emanated from the priority target groups such as Adult Literacy, VTOS and Community Education. The remainder of the clients came from members of the general public who contacted the service with queries relation to further learning and possible options. Some were referred to external training and educational services. Others, however, were referred to Adult Education programmes within Co. Meath VEC itself.

Other activities conducted by MAEGS staff during 2006 included the promotion of Co. Meath VEC services throughout the county, liaising with internal and external service providers in order to develop a more co-ordinated approach to the delivery of programmes and the design of Co. Meath VEC display banners. These banners are available to all Co. Meath VEC staff who may wish to use them at exhibitions or promotional features. The banners made their debut at the Irish Times Higher Options Event at the RDS in September. MAEGS staff, together with staff members from the Adult Literacy Service, Community Education Service and Dunboyne College of Further Education, was present to promote all Co. Meath VEC programmes.



Eilís Coyne and Michael O'Shea from MAEGS and Denis Leonard from Dunboyne College of Further Education promoting Co. Meath VEC programmes at the Irish Times Higher Options Event.

In retrospect, 2006 was a very busy but a very fruitful year for MAEGS. The service itself gained much recognition in terms of quality of service and professional delivery. Within Co. Meath VEC, MAEGS is regarded as an integral part of the overall Adult Education Service. Furthermore, at a national level, MAEGS is acknowledged as a high quality provider of Guidance & Counselling and Information. For the forthcoming year, MAEGS staff aims to build upon what has been achieved to-date.

ADULT LITERACY

Co-ordinator: Mr. Alan O' Hanlon

Abbey Road, Navan, Co. Meath

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The year 2006 has been another successful year with numbers rising to 610, excluding the Refugee Centre at Mosney which dealt with 308 clients.

If this upward trend continues more funding will be needed. At the moment we are at the limit of our capacity. We see increased demands from groups and individuals with disability, for ESOL provision, from retired people, and for intensive tuition rather than the 2 hours generally available.

	Male	Female	Totals
Level 1	95	99	194
Level 2	134	148	282
Level 3	47	87	134
Totals	276	334	610

Tutor Numbers:

1 to 1 tutors = 60

Group tutors = 55

Areas of Endeavour

- One to one in all centres – Total: 133
- Groups in all centres – Total: 477
- Junior & Leaving Certs. English & Maths
- Back to Education computer Course for LANPAG
- Return to Education with FÁS in Navan & Trim
- Working with NEHB, VTOS, BTEI, Travellers, Family Resource Centre, Retirement Homes, Enable Ireland, Midway, IWA
- After-school clubs in Navan & Trim
- IT Courses for Elderly
- ESOL Courses in various centres
- Mosney Refugee Reception Centre – Language, Literacy, Art & Crafts and Basic IT. Many FETAC Modules at L 3.
- Volunteer Tutor Training
- Inservice Courses with NALA & WIT, 2 Tutors taking the Hon. Degree in Tutoring at WIT
- ITABE at 4 centres
- Return to Learning programme with HSE
- Facilitated the setting up of local TV delivery of the “Read, Write Now” series

Courses Offered

- Basic Reading, Writing, Spelling in One to One & Groups
- Basic Numeracy – Everyday Maths.
- A wide range of FETAC Modules
- Basic IT Skills
- Junior Cert. & Leaving Cert. Maths and English for our Literacy Students
- Return to Education programmes- Communications, Maths & Basic IT
- ITABE
- Guidance Counselling available to all participants in 1 to 1 or groups

Objectives for 2007

- Increasing awareness across the Adult Education spectrum
- Increasing RTE Programmes, esp. in Kells Centre
- Continuing to offer ITABE
- To reorganise the Education Centre at Mosney
- To consider, in partnership with Co. Meath Library, producing a book of refugee stories by the Mosney residents
- To survey the Mosney Centre to find out the number of languages spoken by the residen

COMMUNITY EDUCATION SERVICE

DIRECTOR: Mr. Christy Duffy
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Email: christy.duffy@ce.meathvec.ie



Number of Participants in Community Education Service 2006

	Total	Male	Female
Community Groups	478	168	310
eLearning	572	133	439
WINNER	204	08	196
SKILLVEC	18	03	15
TOTAL	1272	312	960

Courses in 2006

- Almost 500 people took part in courses run for community groups. This figure also includes a number of courses run under BTEI. From 2007 onwards these figures will be recorded separately as BTEI figures. This figure also includes almost 200 people who took part in the very successful Community Education Summer School (CESS) 2006.
- Nearly 600 people took a course through our eLearning Service. This included 300 older learners who took part in a Department of the Taoiseach funded training course on email and internet called ‘Stay Connected’. A number of other participants were fee paying students whose courses were subsidised 60% by FAS through the One Step Up Programme.
- Just over 200 people took part in training through the WINNER project. Courses included ECDL, Care Skills, Nail Technology, IT & Reception Skills among others.
- SKILLVEC courses began towards the end of 2006 with three groups beginning their FETAC Level 5 course in HealthCare. Courses take place in Trim and Navan.

Developments in 2006

- In 2006 we applied for planning permission to build a new Community Education Training Centre at Abbey Road. We also applied to become a JEB centre so that we could offer JEB training for new ICT tutors.
- In September 2006 we launched a new initiative called TIME 4 MEN that aims to increase the number of men on vocational education and training programmes in Co. Meath. Courses in 2006 included a Bar Skills Course in conjunction with Failte Ireland and a IT maintenance course in conjunction with FIT (Fastrack to IT)
- In October 2006 the SKILLVEC project began. The Health Service Executive went through a process of identifying the skills and competencies that it deemed necessary for its staff. A consortium of VEC’s successfully tendered to deliver identified training to HSE staff on a country-wide basis. Community Education Service delivers the programme in Co. Meath that will lead to FETAC Level 5 certification for three groups of HSE staff in Co. Meath.
- In December 2006 a new interagency initiative was launched with Community Education Service and Cultur, Meath Partnership, CIC and MITE. The focus is on the needs of non-Irish born nationals living in Co. Meath. Through funding secured by MITE two workers are to be employed, one to work as a Migrant Rights Co-ordinator and the other as an English Language Co-ordinator.
- In December 2006 funding was secured from the Department of Justice, Equality and Law Reform under the Equality for Women Measure. The project is called the Welcome Project. The Welcome Project (January 2007—December 2007) is a once off action based research project. It aims to produce new learning toolkits, access programmes and services information for disadvantaged women accessing further and higher education.
- In December 2006 we finalised a three year Strategic Plan for the Community Education Service 2007 – 2009.

Vocational Training Opportunities Scheme

Co-ordinator: Ms. Pauline Finegan

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Mission Statement

Our aim is to provide unemployed adults with a broad range of educational and training opportunities and to encourage staff and students to be forward looking. We strive to empower individual students to fulfil their potential, whilst, at the same time fostering a group ethos on the course and extending to the wider community. We believe this will help them choose appropriate work or further training after completion of the course.

We provide a comprehensive range of subjects for adults who have not completed formal second level education.

Qualification is gained in:

- Junior Cert.
- Leaving Cert.
- FETAC, City and Guilds.

Subjects offered are Leaving Cert, Junior Cert:

Art, Irish, English, Biology, History, Maths, Business Studies, Maths, Classical Studies, Spanish, English

Our individualized time tables also include:

Communications, Pitch and Putt, Computers, Photography, Drama, Sign Language, Personal Effectiveness

Student Support Services

We provide Study Skills, Literacy, Special Needs assistance and CV Preparation. Guidance Counselling is provided by Meath VEC Adult Education Guidance Service. Where our students make one to one appointments. This also enables us to enter students on line for CAO, and also provides a link between the other groups in the VEC e.g. Adult Education, Community Education, Literacy, Travellers Training Centre. We also work closely with FAS Local Employment Office & Jobs Club.

Work Experience

Students take part in a work experience programme for the month of July. They can also avail of a second year on the programme.

Other Activities

- presenting an Art and Photography Exhibition
- Educational Visits to Places of Interest.
- Visit to Mature Student Department and guided tour of Maynooth College
- Employment Opportunities Exhibition in Dublin
- Presentations by Quest Speakers
- Co-operation and participation in Quality Assurance Programme
- Tutor Inservice training in house with Andrea from IT
- Updating our computers and use of broadband
- Staff development with HSE on Awareness of Substance abuse

Progression

Our students progressed to:

- University Degree Courses
- Regional Colleges
- PLC Courses
- Full and Part Time work



**NAVAN TRAVELLERS
TRAINING CENTRE**



Mr. Declan Clarke, Director

Co-ordinator: Mr. Declan Clarke

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2006 represents a year of expansion and consolidation for Navan Travellers Training Centre. The total number of places on offer grew to 91 as follows:

Digital Photography & Film-making: 9 places.

The Digital Photography & Film-making course was new to 2006. It was organised in conjunction with RAPID and Navan Travellers Workshops Ltd. and produced a fifteen minute film (on DVD) concerning the participants' estates as well as a Photography Exhibition which was staged in Navan Shopping Centre during November.

NTTC Art Teacher, Paul McCann, organised the National Travellers Art Competition which had over six hundred entries this year, all of which were exhibited in the Bank of Ireland Arts Centre and Dublin Civic Offices, Woodquay, Dublin, in May. Our local Art Exhibition was opened by the Chairperson of our Board of Management, Cllr. Tommy Reilly, for the fifth year in the County Library.

The majority of our students study FETAC Modules. The feedback which we received from the External Assessors in May and November was very positive with the mathematics portfolios singled out for high praise. Our students have also participated in courses run by agencies both within and outside County Meath VEC, including Community Education (E.C.D.L., Secretarial Course, Mi Buddy Pat Training, Nail Technician, etc.); Adult Education; F.S.T.S. (Forklift Training & Safe-pass) and F.I.T. (Fast-Track to Information Technology).

One of the highlights of the year was the presentation of the N.Y.C.I./H.S.E. Gold Award for Health Promotion which was made to our Health Promoter, Anne Lydon, as the centre-piece of our open day which took place on October 26th. Ours is the only Centre of its type in the country to hold this honour. Our Guidance Officer, Martin Bellew, has been working on a Centre Guidance Plan, including both formal informal Counselling, Career Guidance and Education Guidance – when complete this will also be unique.

The "Bridge" Project, which the Centre runs in conjunction with Beaufort College to encourage it's Traveller students to stay in school, completed its first year in June with the participants successfully taking their Junior Cert Examinations. The enrolment in the project for 2006/7 is double that for the previous year.

The Centre was a key member of the County Interagency Strategy for the Travelling Community, as reflected in its position of lead agency in implementing over nine actions, and the support organisation is ten more. This strategy, spearheaded by the Meath County Development Board, will integrate the existing and proposed services and supports for Travellers living in Meath by the various state agencies.

The publication of the Traveller Education Strategy in November, following previous recommendations contained in the S.T.E.P. Report (2005), has proposed fundamental changes in how we do our work. It recommends that over the next three years we become a fully Adult Centre with more intensive courses leading to an increase in our progression rate from the current level of 50% to 75%. These changes were the subject of much debate within the Centre as 2006 drew to a close

ADULT EDUCATION

Adult Education Officer: Ms. Deirdre McGivern

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Adult Education Board

The Adult Education Board continued to meet throughout 2006 under the chairmanship of Mr. John Condon. Other members of the board include:

- Christopher Reilly, Thomas Grimes, Charles Bobbett, Aine Ui Eadhra, Kieran Burns, Maureen Kerrigan, Nazih Eidin, Ciaran Mangan, Mary Savage, Pauline Cogavin, Angela Martin

New Centres

During 2006 there adult education classes began in two new centres. Classes began in Rath Cairn in Autumn 2006 and there are plans to expand this service in 2007. Classes also began in the Sonairte premises in Laytown with a number of pre-Christmas taster courses. Again there are plans to expand the provision of courses in Spring 2007.

Directors of Adult Education

During the year there were a number of changes in personnel in the schools.

- Mary O'Doherty has been appointed Director of Adult Education in St. Oliver Post Primary School Oldcastle.
- Michelle Byrne has been appointed Director of Adult Education in Community College Dunshaughlin
- Elaine Agnew has been appointed Assistant Director of Adult Education in Beaufort College Navan.
- Brian McCarthy has been appointed Assistant Director of Adult Education in St. Peter's College Dunboyne.

Courses and Enrolments

The table below shows the enrolment in adult education classes during 2006.

Centre	Spring 2006	Autumn 2006	Total 2006 Enrolment
Abbey Road	174	145	319
Beaufort College	411	730	1141
Dunboyne	536	602	1138
Dunshaughlin	59	110	169
Longwood	22	0	22
Nobber	13	36	49
Oldcastle	84	63	127
Rath Cairn	0	17	17
Sonairte Laytown	0	48	48
TOTAL	1299	1751	3050

Classes in IT continue to be amongst the most popular courses offered by adult education throughout the county. Numbers attending classes showed a significant increase of over 17% on the 2005 figures.

New Courses

In Autumn 2006 a certificate course in Psychology began in Navan. It is accredited by NUI Maynooth and had a total of 12 participants.

KELLS YOUTHREACH

Centre Co-ordinator: Fiona Graham
Resource Person: Siobhan Finegan
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MISSION STATEMENT

“Kells Youthreach aims to provide a healthy, caring environment. Our vision as a team is to provide guidance, education and further educational opportunities. We wish to create a stepping stone for future success, personal growth and life long learning. Our priority is to cater for the individual needs of our students, empowering them to achieve their goals”.

PROGRAMME OFFERED, GENERAL PROGRAMME

During 2006 we offered a range of Fetac level 3 modules in the following areas: Information Technology, Childcare, Woodwork, Art, Metal workshop Processes, Food and Nutrition, Personal and Interpersonal Skills, Health Related Fitness. We offered Level 4 programme in subjects such as: Interculturalism, French, Communications, Information Technology, Personal and Interpersonal Skills, Art and Design **SPECIFIC PROGRAMMES:** Fetac Level 3, Fetac Level 4, Leaving Certificate Applied

COMMUNITY LINKS

The centre links with community groups and projects: e.g. Schools, Education Welfare Officer, Social Services, Meath Youth Federation, Gardai, Probation Services, Tidy Towns, Pride of Place, Homelessness Prevention Project, Saint Vincent De Paul

LEARNER PROFILE AND STATISTICS

Youthreach Kells had sixteen students enrolled in January 2006. Of these eight did the Fetac level 3 Certificate, four did the Leaving Certificate Applied, and four did Fetac Level 4.



Students design shop front for the restoration of the old Fruit and Veg market shop in Bective Street, Kells.

EVENTS

- Students again supported the homelessness prevention project, by fundraising and providing food for families as part of National Youthreach Week.
- Students received their Gaisce Awards
- Students took part in the Pride of Place Competition and won second place for best Youth Project in Meath. Students bake to raise funds for Moldova Orphanage
- Students go to Carlingford for three day trip

TRAINING

- Students do workshop on suicide prevention and bullying, team work, equality and difference. Staff also completed Youthreach Quality Framework evaluation of centre plan, How to handle disclosures, bullying, Fetac, food safety, the learning classroom.

PROGRESSION YOUTHREACH NAVAN, THE HI-WAY CAFÉ

Coordinator: Catherine Kelly
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Mission Statement

Our mission is to promote learning within a friendly accepting atmosphere of mutual respect, demonstrating a shared vision of the value of the individual, of learning, of personal achievement and of pride in belonging to the centre.

Enrolment.

Total enrolment: 69, Males: 29, Females: 40

Highlights of the Year

February: Art and Craft for Childcare students took art teaching practice in a local school and all Childcare students performed a puppet show for children of the Kentstown Montessori School. Art students designed and painted a Logo Mural for NET Students visited the FAS careers day in Croke Park.

March: Three of the students achieved Young Citezens Awards for "making the world a better place" through their art work in the community and in local schools. Other students took part in the National Daffodil Day Fundraising event and raised a record amount. Portfolio preparation went ahead for applicants to Third Level Art College took place with the help of past student David Gaffney, who was on work experience from the final year of his Degree in Leeds University.

April: The Enterprise based task in Leaving Cert Applied was run very successfully with part of funds they had raised being donated to the local charity AMEN. Students took part in a number of sporting trips organised throughout the year.

May: Students achieved second place for their entry in The Pride of Place Schools Art Competition, with students linking with Educate Together National School and designing and setting up a creative garden within the school grounds. The Students from the Hi-Way designed and painted murals in Bakery Lane.

June: The Summer Programme Photography, 'Echoes' exhibition was a great success and photography exhibited attracted many visitors to the Solstice Art Centre throughout the summer. The exhibition drew on the photographic memories of people associated with Navan through study, work or community.



Ms. Sharon Maher Bordalo and Ms. Catherine Kelly at the photography exhibition 'Echoes'

September: Shane Connolly started Third Level College in Dundalk Institute of Technology studying Computer Programming. New places were available in the Hi-way and the programme expanded to include certification in Health and Hairdressing and personal Development through Drama.

December: Adam McFadden exhibited his own work in the Meath Community Arts Exhibition in the Solstice Art Centre.

YOUTHREACH TRIM

Co-ordinator: Ms. Elizabeth Lavery

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 Fax: (046) 9437465
 Email: liz.lavery@trimyr.meathvec.ie



Allocated Places for 2006: 30
 Age Profile: 4 to 20 years

Progression: Summer 2006

Records of Achievements	16
Total no. of students complete FETAC Level 3:	02
Total no. of students completed FETAC Level 4:	07
No of students continuing in centre	13
Apprenticeships:	01
Employments:	04
PLC Courses:	06

Youthreach Trim seeks to.....

“Provide a flexible, challenging, person centred Training and Education Programme which allow our participants an opportunity to gain recognised Certification with particular focus on the holistic development of individuals while promoting a pattern of life-long learning”

LINKS: Trim Youthreach is proud to be linked with the following organisations and services: Ashbourne, Kells and Navan Youthreach Centres, Youthreach Regional and National Network, Boyne Community School, Trim, Scoil Mhuire, Trim, Athboy Community School, Primary Schools in Trim, St. Fintina’s School Longwood, Colaiste Pobail Rathcairn, All Churches in our community, South Meath Area Response to Teenagers, SMASH Project, T.I.D.E., South Meath Alcohol and Substance Misuse Response Programme, Traveller Training Centre, Trim Rover Club, Trim Musical Society, JLO, Trim Gardai, Trim Adult Literacy, Community Education Services, St. Josephs Hospital Trim, AIB Better Ireland Awards and NALA.

EVENTS: Trips to Disneyland Paris, Carlingford Adventure Centre, Ice Skating, Shopping trips, Cinema, Bowling and Fishing. Centre Annual Awards Evening with Minister Noel Dempsey, Drive for Life Programme, Car Restoration Pilot Project (on-going), Open Evening for student family and friends, Business and Employers Open Day, Christmas Thanksgiving Service, Celebration Christmas Lunch, Half Year Awards.



COMMUNITY AWARDS: Youthreach Trim students and staff proudly receiving 1st Place at Meath County Councils ‘Pride of Place’ Best Derelict Site Improvement Project Award for 2006.

Students and staff celebrated Christmas with Dean Robert Jones at their annual Christmas Thanksgiving Service.

TRAINING. Safe Pass for all students and relevant staff. Cook It Programme, Development of Centre Development Plan through the Quality Framework Initiative, FETAC Training, Class Plans Preparation, Specific Learning Difficulties, CISN Training, Web Profiling, Young People and Sexual Health.

YOUTHREACH FOUNDATION

STAFF TEAM

Co-ordinator:

Ms. Dorothy Crinion

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Part-time: 10 teachers from multiple disciplines.

Centre Size: 25 places with a total of 44 students enrolled due to our continuous intake.

MISSION STATEMENT

Our mission is to create a unique, dynamic, enjoyable, caring and trusting environment which supports our young students to realise their full potential by identifying their strengths and personal qualities and supporting them in achieving their aims and goals.

STUDENT PROGRESSION PATHS

Our *19 Junior Cert Students* – 5 continuing their Junior Cert Studies, 7 moved on to study LCA (Leaving Cert Applied), 2 transferred to Youthreach (Kingscourt & Trim), 1 returned to school, 1 got married, 2 working and 1 actively seeking work

Our *25 FETAC Students* – 13 continuing their FETAC studies, 4 stayed on to study for their Junior Cert, 1 actively seeking employment, 1 got married and 2 moved out of the area, 4 early leavers

STAFF TRAINING -Life Long learning in action, Primary Food Hygiene & HACCP (EHO Cert.), Youth Health Education (HSE Cert.), Special Education Needs (DES), Youth and Sexuality (HSE), ASSIST Suicide Prevention (HSE), Mental Health First Aid (HSE), Professional Counselling (NUI)–Resource Person, Health Promotion (NUI) – Resource Person, Radio Interview Skills - Co-ordinator

Students carol singing which raised €846.19 for Focus Ireland.



HIGHLIGHTS OF THE YEAR

- Woodwork project to raise €500 to build a house for a Pakistan Family homeless after earthquake.
- Mind Yourself Programme' delivered by the HSE's Health Promotion Team.
- Outdoor Pursuits in Carlingford for 3 days & nights of Fun and Personal Challenges!
- Awards Night & Concert where the students' achievements are acknowledged and celebrated with family and friends.
- Bonding & Team building day in Carlingford adventure centre.
- Winning the Youthreach North East Regional Football League.
- Annual Christmas Meal Experience at Wynn's Hotel where the students were treated like Kings & Queens.
- The Pantomime 'Mother Goose' in the Gaiety ensured our students' worries were laughed away.

ASHBOURNE YOUTHREACH

**Co-ordinator:
Teresa Devine**



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Current Students: 27
Progression in 2006 14
New Intake: 13
Waiting List: --

Mission Statement

“Ashbourne Youthreach is a stable, person centred, co-operative learning environment offering young people a new opportunity to meet their individual developmental and learning needs. The staff team is committed to providing a quality, social and educational programme, which will empower the young people with skills to make positive and affirmed choices”.

Programmes:

FETAC level 3: The Learners have ten subjects to complete before the last week of May. We know the FETAC programme to be a good foundation for the learners who will progress to LCA next year.

LCA: Our LCA programme takes in eleven subjects.

There is a continuation for the FETAC students who progress into LCA and also for those who come with their Junior Certificate.

On our continual intake policy we have four groups in the centre – two LCA groups and two

Progression: We had 19 students who presented some modules for Level 3 this year in FETAC. Some of these will complete the eight modules in the coming year. Five students moved on into apprenticeships and are currently in training. Seven students moved into LCA and were joined by other students who have come from the local schools after their Junior Certificate. The LCA group of this year did very well and five of these are now out in the world of work engaged in the apprenticeship of their choice. One of this group returned to the centre to do four Level 5 FETAC subjects.

Sports Day 2006 at Ashbourne Youthreach



INFORMATION TECHNOLOGY



*Ian McGarvey and Brian Monaghan
IT Administrators*

Purchase of new Domain/File server for Head Office

A new domain server was purchased and installed in head office. As well as offering significantly expanded data storage benefits, all existing applications and files were subsequently migrated to the new server, and file security put in place to restrict access to confidential files by user/department.

Central Purchasing Agreement

County Meath VEC has initiated a process whereby IT equipment (PCs, laptops, printers, data projectors) can be processed centrally from selected suppliers at fixed prices for an agreed duration (currently 6 months).

This works by seeking tender applications for the supply of such hardware meeting or exceeding a pre-defined (and regularly reviewed) specification and allows VEC Schools and Centres to purchase IT hardware quickly without the need to seek individual quotations, at a known price, and in the knowledge that the equipment has been verified to meet their needs. It also offers standardisation benefits, reducing training and support costs, and allows for the rapid deployment of new equipment as required.

Hardware Replacement and Standardisation

County Meath VEC has initiated an extensive programme of the replacing of outdated PC's and laptops in Head Office, Schools and Centres with modern equivalents.

As well as the obvious benefits in productivity, it better prepares students for systems and software they will encounter in college and the workplace.

By standardising the brands and specification of the equipment, new PC's and laptops can be rolled out quickly and easily through the use of Symantec's Ghost software which allows a common software image to be deployed to many PC's/laptops simultaneously.

Additionally, we have engaged in an extensive programme of purchasing and installing data projectors in the Schools and Centres which has proven very successful.

Network, Internet and File Security

In conjunction with the moving of data and applications to the new server, file-level security measures have been implemented to prevent unauthorised access to information.

Additionally, changes to the Internet firewall have been implemented to prevent access to restricted websites (such as bebo, myspace, youtube etc). This has been implemented county-wide. Internal networks within Schools/Centres have also been upgraded and expanded to accommodate the extra hardware that has been purchased.

Migration of Outcentre Accounts returns via e-mail

The return of the monthly accounts by Schools and Centres has been moved to an e-mail based process, greatly increasing the speed at which the data can be sent/received as well as making any corrections easier to manage.