

## IL Steering Committee Meeting

Date – Wednesday 4<sup>th</sup> February 2026

Time – 10.00am

Venue – ETBI, Pipers Hill, Naas, Co. Kildare

### Agenda

- **Welcome**
- **Apologies**
- **Minutes of Meeting**
- **Matters Arising**
- **IL Programme / Events Update**
- **IL Steering Sub – Committees**
- **Planning for the Sustainable Delivery of the Programme**
- **Update re IL Evaluation**
- **Update re Oide Re-Endorsement**
- **A.O.B**
- **Date of Next Meeting**

<b>In Attendance</b>	Joan Russell, Sharon Coffey, Eugene Power, Orlagh Ní Fhaoláin, Sarah Buckley and Paula Fitzpatrick
<b>Apologies</b>	Becky Saunders. Finn O Murchú and Anne McHugh
<b>Welcome / Opening Remarks</b>	Joan welcomed the members of the committee to the meeting
<b>Minutes of Meeting Dated: 26<sup>th</sup> June 2024</b>	The minutes were adopted Proposed by – Eugene Power Seconded by – Sharon Coffey
<b>Matters Arising</b>	No Matters Arising
<b>Correspondence</b>	Mary Nihill - Óide re Endorsement of ILP

#### IL Programme / Events Update

##### [IL Programme Update 4th February.pdf](#)

Following a discussion the below was noted.

Cohort 16 – Session 4 is scheduled for Tuesday 10<sup>th</sup> March to Thursday 12<sup>th</sup> March 2026. This cohort will graduate on Wednesday 11<sup>th</sup> March 2026. Notification of requirements have issued to participants of Cohort 16 in advance of session 4 commencing.

Cohort 17 - Sharon Coffey provided an update and confirmed the participation of 11 of 13 KCETB schools for Cohort 17. Sharon advised that we were unsuccessful regarding Féilte application. Sharon also advised she would conduct research on the impact of PLC.

*Lasair* – It was agreed at the last IL Steering committee meeting that more promotion of the programme is required and Orlagh presented at the Principals & DPs Conference in January to promote Lasair.

NCSE – Sharon and Becky are leading out on the delivery and facilitation. Module 2 was held on Tuesday 20<sup>th</sup> / Wednesday 21<sup>st</sup> January 2026 in the Talbot Hotel and Wednesday 28<sup>th</sup> / Thursday 29<sup>th</sup> January 2026 in the Athlone Springs Hotel. Module 3 is schedule for March 2026. Joan also advised that she would schedule a meeting with John Kearney to discuss the future delivery and collaboration with NCSE.

Eochair – Joan advised that the programme has not progressed, and proposed looking at alternative options other than the Summer Course. Joan proposed scheduling a meeting to discuss options with Sarah Buckley, Tadhg Long and Pat McKelvey. Joan also advised that she would contact Norma O’ Brien regarding rolling over approvals for applications and seek clarification regarding the application of the Summer Programme.

Action	Person Responsible	Deadline
Contact Norma O' Brien re Summer Programme Application	Joan Russell	ASAP
Schedule a meeting with Sarah Buckley, Tadhg Long & Pat McKelvey	Joan Russell	ASAP

### IL Steering Sub-Committees

Following a discussion the below was noted and actions arising from the discussion recorded.  
 It was agreed to issue a copy of the current Strategic Plan 2023-2026 to all members of the IL Steering Committee for review. It was also agreed to schedule a meeting to commence the process of drafting a new strategic plan and it was noted that this meeting would be a face-to-face meeting.

Action	Person Responsible	Deadline
Issue a copy of the Strategic Plan 2023-2026	Paula Fitzpatrick	ASAP
Schedule a meeting to draft new Strategic Plan	Joan Russell	ASAP
Registration of Sarah Buckley re Cohort 17	Paula Fitzpatrick	ASAP

### Planning for the Sustainable Delivery of the Programme

It was agreed to defer this agenda item as it is important that all members of the IL Steering Committee would be in attendance to discuss and plan for the sustainable delivery of ILP.

Action	Person Responsible	Deadline
N/A		

### IL Evaluation

Joan provided an update regarding the IL Evaluation.  
 Joan advised that she had met with Joe Collins and commenced the tender process. The closing date for the tender was 15th December 2025. Joan confirmed that we received 3 submissions and following an evaluation of the tenders received, we awarded Dublin City University the tender. The work is to be undertaken by the following: Dr. Barry Morrissey, DCU, Dr. Aoife Brennan, DCU and Dr. Alan Gorman, DCU. The project duration is 6 months, with the commencement date of the end January 2026 and completion date of end June 2026.  
[Consultancy Agreement ETBI DCU](#)  
 Joan advised that she would provide a further update at the next IL Steering Committee meeting.

Action	Person Responsible	Deadline
Provide an update regarding the IL Evaluation	Joan Russell	Next IL Steering Meeting

### Oide Re-Endorsement

Joan Russell provided an update regarding the *Oide* Re-Endorsement, to advise that following the zoom meeting on the 19th December, we received correspondence dated 22<sup>nd</sup> December 2025 from Mary Nihill to confirm Oide have re-endorsed ILP [Letter of Re-endorsement of ILP re Oide](#)  
 Joan also advised that submissions would open in January 2026, and we will be submitting an application to Oide regarding endorsement of Lasair.

Action	Person Responsible	Deadline
Submission of application for endorsement of Lasair	Joan Russell	ASAP

### A.O.B.

There was no AOB

Action	Person Responsible	Deadline
N/A		

<b>Date of next meeting</b>		
It was agreed that Paula Fitzpatrick would issue an email and a doodle poll to all committee members to determine a date for the next meeting.		
<b>Action</b>	<b>Person Responsible</b>	<b>Deadline</b>
Issue Doodle Poll to determine a date for the next meeting	Paula Fitzpatrick	ASAP
Issue the minutes of the meeting and agenda to all	Paula Fitzpatrick	ASAP

This concluded the business of the meeting and the meeting concluded @ 2.00pm



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**Joan Russell**  
**Chairperson**