

NCGE Management of Guidance Committee 2017-2019

Notes of the 2nd Meeting 31st May 2017

1. Corporate Governance Training

David Duffy from Prospectus Management Consultancy delivered the training and spoke about the key areas in governance as relevant to the NCGE Management of Guidance Committee (MGC) as a sub-committee of the Board of Léargas.

Further clarifications were discussed in relation to the MGC Terms of Reference, specifically in relation to the appointment of members to the Committee. These are:-

- i. The Department of Education and Skills (DES) invites organisations to nominate two of their members to sit on the NCGE MGC
- ii. DES examines this list of nominees
- iii. The Minister of Education then nominates one person from each organisation to sit on the MGC
- iv. The Board of Léargas appoints the Committee Members based on the Ministers nominations

2. Minutes from the last meeting (9th March 2017) and Matters Arising

The Matters Arising were discussed and the Minutes were agreed. There were no action points from this meeting.

3. National Forum on Guidance

The Director provided an update on the National Forum on Guidance (NFG) which took place on the 5th April 2017 with the theme of the forum 'Data Gathering in Guidance and for Guidance'. Further information is available on the NCGE website.

4. Strategic Activities for the NCGE MGC for 2017

The Director advised the MGC that strategic activities and planning will be discussed at the next meeting of the MGC in October as the current Strategic Plan is in place until the end of 2017.

5. Report from the Finance Sub-Committee

The Director provided a copy of the Finance Sub-Committee Report to the MGC Members. The Committee adopted the Report and agreed a proposed new format for future reports.

6. NCGE Annual Output Statement 2016

The Director explained that as NCGE is not a legal entity it does not publish a full Annual Report and NCGE's Output Statement is published as an appendix to Léargas' Annual Report. There were delays this year with the Output Statement, however, the 2017 report will be completed in Q1 2018. The MGC Members signed off on the Output Statement 2016 which will be made available on www.ncge.ie

7. Career Learning & Development Framework (CLDF)

A draft CLDF document was published in 2016 for public consultation and all bodies were invited to give their input by October 2016. The Director reminded the Committee that the CLDF document is an NCGE publication and was developed by the NCGE Post-Primary Guidance Working Group with representatives from NCCA, NAPD, NEPS, IGC, DES Inspectorate and the Directors of Initial Education Programmes in Guidance Counselling. The Committee discussed some required changes to the final document, and agreed that the CLDF Framework would be reviewed in three years.

8. DES Online Compliance Survey

The Minister has required a complete survey of all post-primary schools to compile accurate information about their use of the full allocation to guidance, and to learn how the additional resource made available in 2016 has been deployed. On the 25th May, DES's online compliance survey letter was sent to all school principals informing them of the Online Compliance Survey which must be completed by the 26th October 2017. Information about the survey and how to complete is displayed on the NCGE website which includes answers to possible questions and a worked example of a compliance survey return.

9. NCGE Scoping Report for DES

In February 2017 NCGE had been asked by DES to look at areas of guidance provision across all sectors. A draft copy of the NCGE Guidance Provision Scoping Exercise document was provided to each of the MGC Members prior to the meeting. As there was very little information received from private practice this sector was not included. NCGE contacted key stakeholders (including DES, SOLAS, DSP, ETB, HE and PLC guidance counsellors) to gather relevant information/overall mapping on "all things guidance". As a broad ranging exercise stakeholders mapped different sections of guidance provision such as post-primary, FET, DSP and disability services. The Committee agreed that the NCGE Scoping Report should include a statement of limitations of the scoping exercise.

10. Acknowledgment

The Chair concluded by informing the Committee that this meeting was Shira Mehlman's (SOLAS MGC member) last MGC meeting. The Chair acknowledged and thanked Ms. Mehlman for her experience and contribution to the MGC, and on behalf of the Committee wished her well in retirement.

11. Date of next meetings

The dates for the next two meetings of the Committee were arranged for 11th October 2017 and 13th December 2017.

12. A.O.B.

There were no items under AOB.