

ST MARY'S CATHOLIC SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING 176 HELD ON TUESDAY, 11 SEPTEMBER 2007
IN THE SCHOOL HALL MEETING ROOM AT 7.30PM

PRESENT: Jane Eynon-Richards (Chairperson), Leon Volschenk, Leanne Brickland, Monique Dyer, Stephen Hayes, Mark Keaney, Mary McLean, Maria Pasco, Liz Williams and Ruth Simpson (minutes), Angela Sutherland.

APOLOGIES: Mark Lovegrove

1. Welcome and Opening Prayer

Jane welcomed those in attendance and Maria opened the meeting with a prayer.

2. Administrative Matters

2.1 Minutes of Meeting 175

2.2 Matters Arising from Meeting 175

- Enrolment Scheme – Mark K advised that St Michael's School had been consulted and Thomas O'Leary, the Board Chairperson, had given their support. He also suggested a closer relationship between the Boards of the two schools, with a get-together in Term 4 proposed.

Action: Mark K will now take the enrolment scheme to the Ministry for final confirmation.

- Astroturf – Mark K confirmed that the laying of the Astroturf is to commence on 24 September. Drainage is an issue, and Mark K is to check with Mark L about the history of the drainage problems within the school. Mark K is also working through the fencing of the Astroturf.

Stephen presented a financial summary of the Astroturf project, confirming that the Astroturf will cost \$73,644 + GST, with fencing costing an additional \$11,230 + GST. The PSG has given \$36,000, and to date we have had funding approval of \$18,000 from Trusts. We are still awaiting approval for funding from Bay Trust and the NZ Community Trust.

- The two 2008 camps have been booked and confirmed. Year 5 Camp is confirmed for 2 – 5 April 2008 and costs are quoted at \$5,170. Year 6 Camp is confirmed for 31 March – 5 April 2008 and costs are quoted at \$23,523. The Board agreed that applications should go out to Trusts for funding for the shortfall, and that a resolution should be passed at the next Board meeting.

Action: Mary and Jane to work on funding applications to Trusts.

Action: Leon to gain written quotes from suppliers.

- ERO Report – this is to be dealt with under a separate agenda item.
- Uniform supplies – Stephen reported back that what looked like a shortfall of approximately \$10,000 in school uniforms was accounted for. Sports uniforms were included and funding for these is recorded as another line item (donations).

2.3 Inward and Outward Correspondence

List of Inward and Outward correspondence circulated. Additional items of inward correspondence included a letter from Watchdog Security offering training in recognising abuse. Additional outward correspondence included a letter to the community regarding the appointment of David MacMillan, a letter to David MacMillan offering him the position of principal, and a letter to Patrick Walsh thanking him for his assistance with the appointment process.

Motion: That the above administrative matters be accepted. Maria/Monique **Carried**

3. Report of Acting Principal

Leon's report, as circulated, was considered.

3.1 Strategic Focus – Objective 3 – “To improve effective teaching and learning of science in the entire school” David Bach presented a comprehensive report on Science within St Mary's. The Board gave suggestions on future science fairs, including the possibility of making the event a biennial one. These will be considered by the staff.

The Bus Driver has resigned, and a new driver found. Leon suggested that the salary for this position needs consideration.

Action: Maria to investigate pay rates for similar positions within Reesby's.

Leon confirmed that there are currently two International Students at St Mary's, both of whom will be going home at the end of 2007. The Board discussed whether the school should continue to accept new International Students.

Motion: Any new applications from International Students firstly obtain the approval of the Board of Trustees to proceed with enrolment. Maria/Liz **Carried**

3.2 Operational Policy Review - Curriculum Delivery. Leon confirmed that this was reviewed last year.

4. ERO recommendations implementation plan

Leon presented the draft action plan for implementation of the recommendations from the ERO review.

The Board highlighted a number of areas for clarification or suggestions for improvement, which Leon will address, before sending it to the Ministry, with a letter from the Board.

Action: Leon to finalise action plan and send it to the Ministry.

The Board discussed the timeframe in which to begin the process of appointing a new Assistant Principal. Generally the Board felt it was important that the new Principal had significant input into the process.

Action: Mark L to speak to David MacMillan about the possibility of starting this process in Term 4.

5. DRS Report

This report was accepted at the last Board meeting.

6. Finance Report

Stephen presented the Finance Report which was accepted.

7. Parent Support Group

Angela Sutherland attended the meeting and gave a verbal report of the activities that the PSG is currently engaged in, including the gala, raffle, hospitality and other fundraising activities.

8. In Committee

The Board went into Committee at 9.11pm
The Board came out of Committee at 9.35pm

9. Meeting Closure

The next meeting will be on Tuesday, 23 October 2007. Opening prayer will be from Liz.

Closing prayer by Jane.

Meeting closed at 9.38pm

Confirmed..... Date.....