



ST MARY'S CATHOLIC SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING 181 HELD ON TUESDAY, 13 MAY 2008
IN THE SCHOOL STAFF ROOM AT 7.30PM

PRESENT: Jane Eynon-Richards (Chairperson), David Macmillan, Leon Volschenk, Mark Keaney, Maria Pasco, Monique Dyer, and Ruth Simpson (minutes). Melanie Katu attended as a member of the Whanau Ropu.

1. Welcome and Opening Prayer

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

2. Administrative Matters

2.1 Apologies: Mark Lovegrove, Mazen Shasha, Mary McLean, Stephen Hayes.

2.2 Minutes of Meeting 180 accepted as a true and correct record.

Motion: That the Board grant speaking rights to Melanie Katu for the duration of the Board meeting. Jane/Maria **Carried**

2.3 Matters Arising from Meeting 180

- 2.3 Astroturf Fencing – Lochie has this in hand, getting quotes for the work and speaking to the school's neighbours.
- 2.3 Whanau Ropu group is gaining strength. Most important themes are as follows:
 - Staff PD – Father Mark is working with staff to improve pronunciation
 - Art – strategies are in place to incorporate Maori art into classrooms, and to tie the Maori and Catholic aspects of the school together in the hall
 - Powhiri group – a kapa haka group is currently being formed.
- 2.3 Co-opting of Board members – Mary confirmed with STA that a Board cannot co-opt any more members than parent representatives. The Proprietors' Reps must also have the written approval of the Bishop.

Action: Maria to look at procedures to appoint a new Proprietor's Representative.

Action: Jane, Maria, Mary and Mazen will visit Father Mulholland to discuss the vacant Proprietor's Represent position on the Board.

- 4.0 Use of Support Services for Strategic Plan Review – David confirmed that this will occur prior to Term 3.

2.4 Inward and Outward Correspondence

The list of Inward and Outward Correspondence was circulated. In addition to this list, a letter has been received from Active Schools, confirming that St Mary's School is part of the Active Schools programme. This is an initiative from Sport Bay of Plenty and The University of Waikato to assist schools in developing a culture of physical activity.

Outwards correspondence included letters to Sr Carina regarding assistance with travel costs, and various teachers thanking them for their contribution to school camps.

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

3. Principal's Report

David presented the following reports to the Board:

- ERO Post Review Strategies for Implementation
- 6 Year Observation Assessment
- Year 4 STAR data
- Assessment Review
 - Schedule for 2008
 - School-wide Expectations
- Pandemic Action Plan
- Anti-Bullying Policy
- Guidelines to Enhancing the School Climate
- Values and Virtues Handbook
- Administration Handbook

Motion: That the Draft Anti Bullying policy be sent out for community consultation.

Jane/Maria **Carried**

Motion: That the Pandemic Action Plan be adopted by the school.

Monique/Maria **Carried**

Motion: That the Board pays for a nurse to give flu vaccinations to school staff .

Maria/Mark K **Carried**

Action: *David to arrange flu vaccinations for staff that would like them.*

3.2 ERO Update and Arrangements for visit. The Board will be meeting with ERO representatives as follows:

- 9.30am, Monday, 19 May, 2008
- 1.30pm, Thursday, 22 May, 2008

3.3 Delegation of Authority

Delegated Authority for Discipline Committee

Motion: That the powers conferred on the Board under Sections 16 and 17 of The Education Act 1989 be delegated to the Discipline Committee of the Board of Trustees, and the quorum for the Committee shall be three trustees.

Jane/Maria **Carried**

Delegated Authority for Deputy Principal

Motion: That the Board directs that, except where the Board, at its discretion, otherwise determines, the Deputy Principal shall, in the absence of the Principal from duty and for the full period or periods of such absence, perform all the duties and powers of the Principal.

Jane/Monique Carried

4. DRS Report

The DRS Report was discussed. The Board support the decision to appoint Teresa Rush as DRS.

Motion: That Teresa Rush be appointed as DRS. Maria/Mark K Carried

5. Finance Report

Stephen’s report was discussed. It was agreed that the Board needs to apply for Trust funding for sports equipment this year, particularly gaming trusts.

Action: Stephen and David to bring a list of priority capital items to the next meeting.

Action: David to get a list of required sports equipment from the Sports Coordinator.

Motion: That the Finance Report is adopted. Jane/Mark K Carried

6. Parent Support Group Report

No PSG Minutes and/or financial report tabled at this meeting.

7. In Committee Matters

No In Committee Matters at this meeting.

8. Meeting Closure

8.1 The next meeting date is 24 June.

8.2 Opening prayer will be from Mazen.

9. Closing Prayer

Closing prayer by Maria.

Meeting closed at 9.17pm.

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