



ST MARY'S CATHOLIC SCHOOL BOARD OF TRUSTEES

MINUTES OF MEETING 194

7.30pm, Tuesday, 1 December 2009, in the School Staff Room

PRESENT: Jane Eynon-Richards (Chairperson), Mark Lovegrove (Vice Chairperson), Father Mulholland, Dave Macmillan, Leon Volschenk, Stephen Hayes, Mary McLean, Monique Dyer, Rosie Florence, Britta Conlon, Ruth Simpson (Secretary), Walter Swanson, Chris Te Whare

1. WELCOME:

Jane welcomed those in attendance. Father Mulholland opened the meeting with a prayer.

2. ADMINISTRATIVE MATTERS:

2.1 Apologies from Mark Keaney.

2.2 Minutes of Meeting 193 – an amendment was made to the motion in Clause 3, so that the funding application is directed to the Lion Foundation rather than Thistle Group. The motion now reads as follows:

Motion: That an application be made to the Lion Foundation for funding in the amount of \$8,800 to cover the cost of transport for the 2010 Year 6 Camp.

Dave Macmillan/Mark Keaney

Carried

2.3 Matters arising from Meeting 193:
Asset Register – has again been deferred until the next Board meeting.

School Community Survey – discussed under separate item (5) later in the meeting.

In Committee item - discussed in committee later in the meeting.

2.4 Inwards/Outwards Correspondence
The list of Inwards/Outwards Correspondence was circulated. The ESOL Verification from the Ministry was very positive.

Action: Jane to write a letter to Colleen Pinfeld thanking her for the work of the ESOL team.

Outwards correspondence included a letter to Veronica Morgan, confirming her as Election Officer, a letter of thanks to Leanne Brickland, and a letter to Education Services accepting their contract.

Motion: That the above administrative matters be accepted.

Jane Eynon-Richards/Father Mulholland

Carried

3. PRINCIPAL'S REPORT

Dave's report was considered.

Dave presented reports on the following areas:

HPP and PPP

ESOL

6 Year Nets

Spelling

5 Year Entries

STAR Reading

And Leon presented the report on Numeracy/GLOSS results and Brigit's report on AsTTle results.

Father Aiden suggested that the new crucifixes be blessed at the church, and also offered the assistance of a contact to restore any statues that may need attention.

Father asked that the school consider Catholic charities such as the Holy Childhood Association when fundraising with activities such as mufti days.

The Board discussed working more closely with St Michael's School and decided that opportunities to do this, at both an educational and social level, should be considered when they arise.

4. CURRICULUM AREA – RELIGIOUS EDUCATION

Marion's report was considered by the Board.

5. SCHOOL COMMUNITY SURVEY

Monique presented the results from the recent survey.

6. DRS REPORT

The DRS Report from Marion Shilton was received and considered. Father Aiden suggested that the school consider a Bible Week, during which there is a focus on reading from the bible. He would be happy to be involved.

Father also wished the Board to know that he has enjoyed working with Marion during her tenure as Acting DRS, saying that he has found her to be always well prepared and very easy to work with.

7. FINANCE REPORT

Stephen presented the Finance Report to the Board.

8. BUDGET FOR 2010

Stephen presented that Budget for 2010.

Motion: That the Budget for 2010 be adopted.

Stephen Hayes/Mark Lovegrove

Carried

9. REVIEW OF BOARD EFFECTIVENESS

Jane presented the results of the Board survey. Generally, Board members were positive about Board effectiveness.

Training for new trustees could be improved, and this will be addressed prior to new trustees coming on board next year.

Jane thanked the Board for their work over the year, and for being a great team to work with.

10. 2010 ELECTION DATES

The Election Dates for the 2010 Board of Trustee elections were circulated. During Term 1 of 2010, the Board will need to look at succession planning in preparation for the elections.

Motion: That the St Mary's School Rotorua Board of Trustees elections will be held on Friday 7 May, 2010.

Jane Eynon-Richards/Rosie Florence

Carried

11. ANNUAL CALENDAR 2010

The Board Calendar for 2010 was considered. Amendments to the calendar included changing Draft Strategic Plan to read Draft Annual Plan, which should be presented in February and confirmed in March; and the presentation of the Annual Accounts needs to be in May or at a special meeting.

12. PTA REPORT

No report was available for this meeting.

13. GENERAL BUSINESS

Chris Te Whare and Walter Swanson presented the Kapa Haka report to the Board, and passed on the appreciation of the Whanau Ropu group for the support that the school has offered this year, particularly in allowing Kapa Haka practices to occur during school time. They supported the idea of working with other schools to enhance our Kapa Haka performances, particularly around the feminine areas of performances, such as the poi.

They suggested that the Whanau Ropu group would like to take a more active role in the school during Te Reo Maori Week in 2010.

Chris and Walter expressed their thanks to the Board for allowing them to attend and take part in the Board meetings.

Action: Jane to send a letter of thanks to Koro Tini for his work with the Kapa Haka group.

The Board discussed the purchase of MacBooks.

Motion: That the board apply for funding of \$20,000 from Southern Trust for 15 MacBook laptops for student use.

Rosie Florence/Britta Conlon

Carried

14. STAFF END-OF-YEAR FUNCTIONS

Staff Christmas Dinner - The Board are happy to contribute \$300 towards the Staff Christmas Dinner on Friday 11th December.

End-of-year Staff Lunch - The Board will provide lunch for staff on the last day of the term, with Monique organising catering at \$10.00 per head for 45 staff.

Gifts for Staff Leaving – The Board agreed to match dollar-for-dollar, the staff contributions for gifts for those staff that are leaving. Gifts will be given out to staff at the end of School Mass.

Board of Trustees Dinner – to be held on Wednesday 16 December at Capers.

15. IN COMMITTEE MATTERS

Pursuant to Section 48, of the Local Government Official Information and Meetings Act 1987 the public be excluded from the following parts of the proceedings of this meeting, namely,—

1. Matter arising from previous minutes – staffing issue – to protect the privacy of a natural person.

Jane Eynon-Richards/Stephen Hayes

Carried

The Board went into committee at 9.27pm.
The Board came out of committee at 9.55pm.

Whilst in committee the Board discussed a staffing matter.

16. NEXT BOT MEETING

Next Meeting will be held on Tuesday, 16 February, 2010.

17. CLOSING PRAYER: Father Mulholland

MEETING closed at 9.58pm.

Confirmed **Date.....**