



**ST MARY'S CATHOLIC SCHOOL BOARD OF TRUSTEES**

**MINUTES OF MEETING 193**

**7.30pm, Tuesday, 27 October 2009, in the School Staff Room**

**PRESENT:** Jane Eynon-Richards (Chairperson), Mark Lovegrove (Vice Chairperson), Dave Macmillan, Leon Volschenk, Stephen Hayes, Monique Dyer, Mark Keaney, Rosie Florence, Britta Conlon, Ruth Simpson (Secretary)

**1. WELCOME:**

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

**2. ADMINISTRATIVE MATTERS:**

2.1 Apologies from Father Mulholland and Mary McLean.

2.2 Minutes of Meeting 192 were accepted as true and correct.

2.3 Matters arising from Meeting 192:  
Asset Register – deferred until the next Board meeting.

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

Code of Compliance for International Students – our Code of Compliance for 2010 requires updating if we wish to retain the option of accepting International Students.

**Motion:** That the Code of Compliance be updated to stay current.

**Monique/Mark Lovegrove**

**Carried**

**Action:** Dave to ensure that documentation is completed.

2.4 Inwards/Outwards Correspondence

The list of Inwards/Outwards Correspondence was circulated. Additional inwards correspondence included a letter from Leanne Brickland to advise of her resignation, and a letter from the Ministry of Education advising that the School Charter has been received and considered.

**Motion:** That the above administrative matters be accepted.

**Jane Eynon-Richards/Britta Conlon**

**Carried**

**3. PRINCIPAL'S REPORT**

Dave's report was considered.

Dave gave the Board a summary of the New Curriculum document, and confirmed that St Mary's is on target and that staff have made the necessary shift to be able to deliver the revised curriculum.

**Motion:** That an application be made to the Thistle Group 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**

The application for funding made to Trillian Trust for ten MacBooks was declined.

**Motion:** That the Board apply for funding of \$18,921.64 (including GST) from First Sovereign Trust for ten MacBook laptops for student use.

**Dave Macmillan/Monique Dyer**

**Carried**

**4. CURRICULUM AREA – SPECIAL NEEDS/GATE**

Dave presented the SENCO report from Leanne, and Leon presented the GATE report.

**Action: Jane to write a letter of thanks to Leanne for all of her work as SENCO, and wishing her well in her new position.**

**5. SCHOOL COMMUNITY SURVEY**

After looking at the 2005 Community Survey, Monique and Jane have drawn up a survey about communication between school and home, the draft of which was presented to the Board. It was suggested that both the website and Homelink books be included in the survey.

**Action: Monique to finalise the survey ready to go out to the community next week.**

**Action: Leon to ensure that a calendar of events is added to the school newsletter.**

**6. DRS REPORT**

The DRS Report from Marion Shilton was received and considered.

**7. FINANCE REPORT**

Stephen presented the Finance Report to the Board.

**Motion:** That the report be received.

**Stephen Hayes/Jane Eynon-Richards**

**Carried**

**8. PTA REPORT**

No report was available for this meeting.

**9. GENERAL BUSINESS**

A school Returning Officer needs to be appointed for the 2010 School Board of Trustees Elections.

**Motion:** That Veronica Morgan be appointed as our Returning Officer for the 2010 Board of Trustees elections.

**Jane Eynon-Richards/Monique Dyer**

**Carried**

**10. 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 8.51pm.  
The Board came out of committee at 9.25pm.

Whilst in committee the Board discussed a staffing matter.

**11. NEXT BOT MEETING**

Next Meeting will be held on Tuesday, 1 December, 2009.  
Opening Prayer: Father Mulholland

**13. CLOSING PRAYER:** Monique

**MEETING closed at 9.27pm.**

**Confirmed .....** **Date.....**