



that we may have life and have it to the full"

(based on John 10:10)

MINUTES

Ordinary Meeting of St Joseph's School Nelson Board of Trustees

Tuesday 28 June 2022, 5:30 pm held at St Mary's Parish Room

1. MEMBERS PRESENT, APOLOGIES AND INTEREST REGISTER

Prayer – Fr Marlon (read by Angela Osborne)

Reflection – Chris Hart. Chris' College is currently going through an identity crisis – what does the school mean for the young men coming through. There has been a huge leadership change so it is identified as a good time for change. This year the government has introduced "Positive Change for Learning". It encompasses three areas – character, an interpersonal aspect, aspirational (doing well – sports, academically, music).

There will be **three Pou** – manaaki (looking after one another), kairangi (success), pono (integrity). The colours chosen greenstone, argillite, paua.

Some schools use this programme – Hampden Street, Broadgreen Intermediate Nelson Intermediate.

In Attendance – Angela Osborne, Chris Gladstone, Irene Firestone, Chris Hart, Hamish Angus, Jaden Whiunui

Minute Taker - Kaye Odinot

Apologies – Alistair Kwan, Ros Allen, Father Marlon, Liz George

Interest Register and Declaration of Interests – Nil

2. GUESTS TO PRESENT – nil

3. MONITORING

Principal's Report – as tabled

3.1. A day has been identified for whānau hui reporting – 30 September 2022. It is the last day of Term 3. Teachers will work 3.30 to 7.00 pm Thursday then have Friday RO. We were gifted eight (8) days over three years to support teachers with their workload and PD. A request can be made for additional Teacher Only Days (as it was before the 8 days from the MOE) to the Board. The reporting will be done face-to-face. Teachers only, no support staff.

Approve Teacher Only Day for Friday 30 September 2022. Moved: Angela Osborne / Seconded: Irene Firestone. Approved.

3.2 ERO – Angela asked what were the next steps and progress. Chris said that the document we are working on with Michelle Irving was uploaded as part of the Principal's Report. There was a link in the report. Chris feels the next meeting might be virtual. Chris said it was exciting working with her. ERO reporting is now every three years. Chris said that Michelle will have a process and we will wait for that to come through. This is the only review the Ministry does.

Action: Angela will get in touch and discuss the timeline is for interim reporting and final reporting.

New Entrant classes. We have 9 students for the first cohort (with Claire Hollier (formally Dwyer)) plus two extras in the second cohort. Teachers are doing their BLSA programme which is for 20 weeks. Juniors are starting school with little skills – writing, reading, speaking. Funding comes out of banked staffing.

There are big numbers and big student learning needs in the Upper Middles. Helen is doing a wonderful job in there.

Angela – if it has been identified that there are additional students in the Upper Middles that need further support, can we identify if those students came to the school throughout or have they been with the school since the Juniors as the philosophy has been to 'catch' them at the early stage in Juniors and heavy resource the Juniors, however, that may now not be the best approach?

Regards to learner absences – COVID has definitely had an impact. We are currently going into a second spike. Chris said currently five staff are ill with COVID.

3.3 Board Elections. Justin is doing the behind the scenes work for the BOT election. Angela would like a note to go in the next newsletter and would like an indication from current BOT if they are intending to resign/remain. If under five Trustees, they are automatically elected.

Moved that the Principal's Report be accepted. All in favour.

Appointments Update: Nil

Questions Arising from the Principals Report: Nil

Staff Matters

In Committee 6.10 pm

Out of Committee: 7.05 pm

Finance Report

Chris H reported:

The Committee met last week and discussed:

1. Long Term deposits were identified to the finance committee and are in a more secure financial position than first advised to the committee.
2. Reviewed the current 2022 budget which is looking on track in terms of the spend to date and allowing for the second half of the year.

Property Report

Irene reported:

APIS funding - Gerard is waiting on the structural reporting from the engineer. Once received he can apply for consent. Due to costs increasing, we may have to stage the development.

The intermediate block roof is well over what ADW have budgeted for. Gerard is working through this issue and it may also have to be a staged development.

The gist of a property meeting has been done under consultation.

Elizabeth from Grants for Good has secured \$20,000 funding from Lion. Irene hopes to meet with Aquaflow and Sam on cheaper and smarter ways of getting the filter to work. There is no rough cost of the next stage. There is still heating and sanitisation to do. We are doing less filters because what we have is working very well. An official letter of thanks to Elizabeth would be a good idea. She is paid \$595 per \$10,000 granted which is kindly covered by the PTA.

The PTA are waiting for the quote for pool works and will then go out to the community for more fundraising – ie food for a disco. This fundraising money would go towards the pool. They do not intend to run a Quiz this year.

Review Restraint Policy

The TA's have been upskilled. There are three more sessions to do.

Staff Survey – to be conducted in Term 3. Same concept, same time. We need to ensure the questions are still relevant. Agreed the same Committee as last time do the next – Angela, Ros, Chris H in consultation with Chris G. The intention is to meet and have the timeline confirmed before the next board meeting.

Angela asked for an indication from the current Board as to their intentions on making themselves available for the next term.

Catholic Character – Nil

4. **STRATEGIC DECISIONS** – Nil

5. **STRAGTETIC DISCUSSIONS** – Nil

6. **MATTERS TO BE CONSIDERED 'PUBLIC-EXCLUDED SECTION'**

The Board exclude the public in accordance with Section 48, Local Government Official Information and Meetings Act 1987

The general subject of the matters to be considered while the public are excluded, the

reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
	Staff Matters	Matter between the The Principal and BOT	Confidentiality
	Potential Financial Implications of a Staffing Matter	Matter between the The Principal and BOT	Confidentiality

7. IDENTIFY AGENDA ITEMS FOR THE NEXT MEETING

Board Elections Intentions:

Intends to be nominated - Chris H, Jayden W

Undecided – Hamish, Irene

Not known – Alistair (absent)

Does not intend to nominate - Angela, Ros

Staff Survey

8. ADMINISTRATION

Previous Minutes

Moved that the Minutes of 17 May 2022 be approved.

Moved: Angela Osborne / Seconded: Chris Gladstone. Approved

Matters Arising from Previous Minutes – Review of Restraint Policy – Discussed above.

Correspondence: Inwards and Outwards

Next meetings:

Term 3

9 August (week 3)

13 September (week 8)

Term 4

25 October (week 2)

6 December (week 8)

Prayer: Hamish Angus

Reflection: Angela Osborne

Meeting closed 7:33 PM

Approved by all.

Signed:



Date:

9 August 2022.