



"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 9 August 2022, 5:30pm in St Mary's Parish Rooms

1. MEMBERS PRESENT, APOLOGIES AND INTEREST REGISTER

Prayer – Ros Allen

Reflection – Angela Osborne. Social media is eliminating the middle-man. We are listening less and talking less. It is distracting and disturbing so please be kind, listen with your heart and your ears. Your heart is the most intuitive.

In Attendance – Angela Osborne, Chris Hart, Irene Firestone, Jaden Whiunui, Liz George, Ros Allen

Minute Taker - Kaye Odinot

Apologies – Chris Gladstone, Hamish Angus, Alistair Kwan, Father Marlon

Interest Register and Declaration of Interests –

Angela advised she has been elected onto the Garin College Board. She will be in both roles until the end of our next meeting on 13 September 2022.

2. GUESTS TO PRESENT – Nil

3. MONITORING

Principal's Report – as tabled

Questions Arising from the Principals Report:

At the last meeting we asked "How many learners do we accept later on in the school and do they have a learning issue". 110 learners are Priority Learners, which equates to 33%. This means they are operating below curriculum area in at least one area. This could cover more than one subject. As we have a high Teacher Aide cost, this does impact the school. It was noted there were eight learners from overseas amongst the 36 total learners who did not start as a five-year old at St Joseph's School.

Could we ask Chris G to clarify if the 110 are individual learners or subject specific.

Chris H asked about the Equity Index which is alarming for 2024. Ros said most Decile 7 schools are dropping. This is the third school today she has visited and are dropping. The

average of schools in this region are not known. Most Nelson schools sit in the Decile 6-7. We think the funding will go down. Ros said we need to be proactive with the Ministry and the IRF Interim Response Funding. This is fire fighting money and can only apply three times a week. Liz said the pot has been emptying very fast. Ros said to expect more money from the MOE is not going to happen. However, it does enable forward planning about making choices about employing staff.

Angela will ask Justin about Teacher Aide funding. Any other questions, will be referred to Chris when she is back from sick leave.

Ros – will Sarah Bouchut come and investigate the data and come talk to us? Liz said Sarah and herself are currently doing a review and looking at the children in a previous survey. We are also looking at how we are gathering our student data. Ros suggested doing a PAT listening assessment. Liz said it was the first year we haven't done this. It excludes learners who cannot process well i.e. Dyslexic type children. Ros felt you would get a good progressive reporting on cognitive baseline. Liz we are schooling teachers up in good observation skills. Chris H said that his school dropped ASTTLE testing 8 years ago.

Policy review

1. Behaviour Management
2. Reporting to Parents

These both need to come from the staff.

It has been challenging around time for Chris and Ros to get together to review these as Chris has had other staff issues to deal with. It is not due to mis-management.

Chris H said there still seemed to be a lot First Aid incidents. Chris G and Sam have measured bark levels and constantly monitor. Ros suggested pivotal points of duty could be considered.

Moved that the Principal's report be accepted.

Seconded: Liz George

Finance Report

Angela had attended the Finance meeting virtually.

Breakfast Club funding. Chris H said the school needs to fund Demelza, the Coordinator of the Breakfast Club. Management would like this to continue in Term 3 due to social pressures outside of school and to be reviewed at the end of Term 3. Ros said that Sanitarium sponsor secondary school breakfast food. Liz said Powertec, a local family business, sponsor bread and sometimes spreads.

Ros suggested putting a koha jar visible for donations. Sport Tasman also has funding.

The BC is a safe space for learners who arrive early in the morning. They are not left cold and unsupervised in the playground.

RTLB funding a new TA for Upper Middles for Term 3. Chris would like to employ this student to work with UM's from T4. Chris will work with Management on this. ???

Angela has been sent the draft audit. It was forwarded to the Finance Committee but then there was a change. There are still changes going back and forward. Once Angela has

received a final draft could BOT please look at it.

Insurances for the school have come through. There are a couple of additions that should be considered – cyber attack and ransomware. Angela is working with the insurance rep.

Property Report

Irene reported. She had followed up with Gerard and the APIS money. Gerard said it is in the system however costs have blown out. Council need to approve. ADW are aware of all this. Every day seems to be a new day for prices.

Intermediate Roof - the low-pitched areas are not compliant with the current building code therefore builders will not provide a warranty. The main roof is OK. Ros asked if we can do this in stages i.e.) the main roof and wait for the other lower pitch roofs. Thanks to Gerard and Elizabeth from Good for Grants.

Thank you to Donna Pudney, from the PTA, for obtaining \$20,000 from Rata Foundation. The PTA are happy for Elizabeth to keep submitting funding applications. Elizabeth takes a percentage of the successful applications. We have received a total of \$40,000 and there are three more applications in the pipeline. We have put a deposit on the heating. The pool has new sanitisation. Down the track we still need to put in more filters. We are currently at Stage 2 of a Stage 4 project.

Catholic Character – not discussed separately as it is included in the Principals Report.

4. MATTERS TO BE CONSIDERED ‘PUBLIC-EXCLUDED SECTION’

In Committee 6:52 pm.

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 Sabbatical application Principal’s Growth Cycle Update Employment of Teacher Aide	Privacy	Privacy

Out of Committee 7:48 pm

5. STRATEGIC DECISIONS – not discussed

6. **STRATEGIC DISCUSSIONS** – not discussed

7. **IDENTIFY AGENDA ITEMS FOR THE NEXT MEETING**

Board Elections – new Board to induct
Staff Survey

8. **ADMINISTRATION**

Previous Minutes

The last minutes reflected this was our last meeting however we actually do have one more meeting as this BOT.

Moved that the Minutes of 28 June 2022 be approved.

Moved: Angela Osborne / Seconded: Chris Hart. Approved

Matters Arising from Previous Minutes – at the previous meeting, Angela noted we would receive an ERO update. Nothing has been received to date.

The correct date for the next meeting is 13 September (not 20 September)

Correspondence: Inwards and Outwards – as previously discussed

Next meetings:

Term 3

13 September

Term 4

25 October (week 2)

6 December (week 8)

Prayer: Chris G

Reflection: Angela O

Meeting closed: 8:35 PM



13 September 2022

Approved by all.