



***"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 13 September 2022, 5:15pm in the Parish Rooms  
Following a shared supper, the meeting commenced at 5:40 pm**

### **1. MEMBERS PRESENT, APOLOGIES AND INTEREST REGISTER**

Angela thanked the outgoing Board for their time, effort and care factor over the last year. It has had its up's and down's but a resolution, in the right way, always resulted. Thank you for your support on a personal level. Thank you to Chris G for entrusting Angela and to listen. We are very lucky to have you as our Principal and leading our own children in the school.

Thank you to those who have been elected on again, thank you to those who are leaving and thank you to Kaye for continuing with the Board meeting minutes.

**Prayer**– Chris G. A peace blessing

**Reflection** - Angela Osborne. What school means to me – a collection of responses from some of our children in the 10-15 years age range:

- A place to seek friends and get an education
- A place to make new friendships and gain skills and knowledge for when we leave school
- A boring place where I am forced to go and learn but I get to see my friends
- A place to hang out with my friends and learn new stuff
- New friendships, skills and knowledge
- Something that gives my days structure
- Lifelong memories, solid friendships that last for decades, life skills learned at camps, sports team, and laugh
- For me it is about seeing my friends and spending time with the
- If a place is safe then children can learn and create good memories.

**In Attendance** - Angela Osborne, Chris Gladstone, Chris Hart, Irene Firestone, Jaden Whiunui, Liz George, Ros Allen, Hamish Angus

**Apologies** – Father Marlon

**Interest Register and Declaration** – Nil

### **2. GUEST TO PRESENT – Nil**

### **3. MONITORING**

#### **Principal's Report**

Chris would appreciate discussing. We have a new date for the iwi symposium/kāhui that was cancelled Term 2 2021, due to Covid. The new date is Friday 21 October, venue the Trafalgar

Centre. This is the first week back of the term and the start of Labour Weekend. Chris proposes it would be fair that we would put on a reliever of some sort. Other schools will be attending, the Colleges will send staff representatives. Possibly 1000 people in attendance. It is part of our cultural responsiveness.

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Action: Chris will send the link to enrol to Trustees.

Moved the Board agrees to proceed with the Teacher Only Day for staff to attend the iwi symposium on Friday 21 October 2022. Management to arrange relieving staff according to the needs of the learners.

Moved: Angela Seconded: Ros Allen. Carried.

Chris H – thank you to Chris G and the Covid actions. Keeping our school safe. There are no longer restrictions, as announced by the government last night.

Blinds – Chris G said that on the School Principal's Facebook page, the new information is that you do not pull blinds during a lockdown. Children are to get under desks. Chris will follow this up because it may save thousands of dollars on the purchase of blinds.

### **Appointments Update and staff matters**

The meeting moved In Committee 5:58 pm

Out of Committee 6:01 pm

The Principal's Report was accepted. Seconded Chris Hart. Carried

### **Finance Report**

There was no Finance meeting due to there not being anything to discuss. Angela had not communicated this to Chris H and Irene. However tracking was available and finances were tracking well.

### **Property Report**

Irene report that the Property Committee had met. The 10-year plan was reviewed what needed to be done looked at. Sam will get quotes for painting for the Junior block. The weatherboards in the Intermediate block need some remedial work. Room 3 is due for re-opening. Rooms 8 & 5A will need repainting this year (this is in the budget).

The Intermediate roof quotes are still be looked at by Gerard. He may have to use different contractors for different parts of the renovation. Jayden said there were different conditions to meet to get accepted warranties. It depends on what it is. Gerard, who is contracted to APUS, will need new plans and will also need to re-price. There had been odd minor leaks following the August rain event. This could have been due to windows being left open.

A family would like to fund a sealed footpath from the big Oak tree down to the beginning of the courts. Some years ago, the Seifried family offered to contribute to that. We could pool those resources for a nice entrance. For courtesy, this will need to be run by the Parish.

Pool –\$55,000 in grants have been received. We are awaiting the outcome of two more grants. There is an anonymous donor that may contribute to any shortfall.

The monitoring/dosing system is going in very soon. It will be monitored by phone app – Sam, pool company and one other person (the 3 S's).

Heat pumps will also installed shortly and that will complete Stage 2.

A person will revisit the filters to see how they are working and whether it allows a smarter way for Stage 3 (pool covers).

There are two systems for heat – heat pumps and solar. We decided to go with the heat pump option as you have more control and the cost of maintaining over the long term is the same.

APUS – it is still with Council awaiting approval for the Garin Block and the garden. For the Intermediate block it is a money/quote issue, not approval.

Angela said that as part of our risk assessment for the recent weather event, the trees were one of the factors. Richie came to look at the tree on parish land, that had fallen onto a car (broke the back window). Angela contacted the Parish to see if they had done an assessment on that tree. Nelmac are removing the trees.

**Catholic Character** – Proprietor’s Report. Not discussed.

#### **4. STRATEGIC DISCUSSIONS/DECISIONS**

##### **Staff Survey**

This has been deferred to Term 4 for the Board as the timeframe did not work for the outgoing Board. We received delegated authority at the last meeting to do this.

##### **Confirmation of the newly Elected Parent Representatives**

In alphabetical order:

- Irene Firestone
- Chris Hart
- Jo Holder
- Andrew Pullen
- Jaden Whiunui

An expression of interest was made to the staff for their representative. As there were no other nominations, Liz George was elected staff representative.

Irene’s concern is that the Returning Officer advises the number of votes received against each candidate to the school community. Unfortunately, this is a legal requirement at this time. The new Board could look at this for elections in three year’s time.

##### **Principal’s Sabbatical**

John Armstrong suggested Term 3 as the “quietest” of terms to take sabbatical. Chris is very open and also conscious of other staffing matters. Chris said that if it does not pan out then that is OK. If Chris does not take it next year, she will have to reapply. The Board thanked Chris for putting herself out there and applying.

#### **5. 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:

	<b>General subject of each matter to be considered</b>	<b>Reason for Passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Matter 1	Employee	Protection of privacy of natural persons/organisations	Section 7(2)(a)

**6. IDENTIFY AGENDA ITEMS FOR NEXT MEETING**

Election of Board of Trustees Chairperson

**7. ADMINISTRATION**

**Matters Arising from Previous Minutes – Nil**

**Confirmation of Previous Minutes**

Moved that the minutes of meeting dated 9 August 2022 be accepted.

Moved: Angela Osborne / Seconded: Hamish Angus. Carried

**Correspondence**

Outwards – Angela has finalised the insurances and Fesi is doing last minute confirmations to make sure that matches. Action Point: Angela to ask Justin to put in the shared file.

Inwards – Ministry of Education we are short four half days following the wet weather event. We have applied for and received an exemption.

**Proprietor’s Representatives to the Board of Trustees:**

Chris G – we ask people to put their names forward from the school community. Mikey Musso is happy to put his name forward, Hamish Angus has signed his acceptance. We will need one more representative. Father Marlon is currently a Parish rep.

Noted that at the next meeting, the Board would need to motion that Father Marlon is away for another 2.5 weeks (approx. end of September).

**Next meetings proposed dates:**

- Tuesday, 25 October 2022 but could be brought forward to Tuesday 18 October
- Tuesday, 6 December 2022

Chris G will call the next meeting, and a new Chair will be elected.

Reminder that at the start of every calendar year, the Chair has to be re-elected.

Agreed to set a Special Board meeting to appoint a new Chair. Angela will help transition the new Chair in the background.

Chris G to advise the new dates and Justin to advise members.

**Prayer**

**Reflection**

**The meeting closed 6:50 PM**