



MINUTES for Meeting of St Anthony's School Board of Trustees
Held at 5.30pm on February 11, 2020 School Staffroom

PRESENT:	Andrew Pink (AP)	Parent Rep (Chair)
	Emma Blades (EB)	Parent Rep (Deputy Chair)
	Anne Dowden (AD)	Proprietor's Rep
	Mark Mulhern (MM)	Proprietor's Rep
	George Bouras (GB)	Parent Rep
	Helen Revill (HR)	Staff Rep
	Miriama Williams	Parent Rep
	Vanessa Monahan	Proprietor's Rep
	Denise Johnson	Acting Principal
	Yvonne Small	Board Secretary (absent)

Special presentation: (40 minutes)

- Mark Newdick, landscape architect discussed landscape architecture in the education sector with the Board and presented visual presentations of his work.
BoT discussion after Mark left determined that:-
 - We would meet with Mark to discuss the scope of the work – his brief would be that it is to be planned in stages, with priority given to the senior playground.
 - Mark will outline his costs once he has visited and received the brief.
 - The BOT agreed that how much Mark will be engaged with this process will be dependent on his quote. Depending on what is being asked so does the cost range depending on our needs.

Action: School walk through with Mark Newdick Friday 21/2/20 at 11am (DJ/MW/others?)

1 COMING TOGETHER

1.1 Welcome, Pray, Reflect, Celebrate, be Grateful

Mark Mulhern lead the reflection.

1.2 Administration

Board agreed that the minutes of the meeting held on 7 November 2019 be approved with the following amendments (2.1 Tuakana Teina spelling corrected, 3.3 Playground discussion, DJ as well as FvL resurveyed the children)

AD approved/ EB seconded

Board agreed that the minutes of the meeting held on 12 December 2019 be approved with the following amendments (1.3 change action to read “Board to develop working bees schedule and priorities”; 2.2 Last item: deck oil change action to read “MW to action”)

AP approved/ VM seconded

Action Points from last meeting

- Payment of the \$4000 to the Bowling Club has yet to be actioned as we await their account details

DJ/GB to action

- The tree topping was discussed and the removal of one of the trees. Discussion. The tree will be removed completely in February.

DJ to follow up

- Everyone agreed to go ahead and start with the deck. It is highly possible that it will not be charged until 20 January. The board agreed that they would pay up to \$900.

Completed

- Internal Evaluation - Curriculum documents on core curriculum and foci (such as ICT and Kahui Ako, Mathematics, Literacy) have been created for the staff to put in their feedback/evaluation of these areas so we record our progress so far and what is our next steps. These will be finalised and then shared with the BoT in the New Year.

DJ – in progress

- The board decided that KiVA will be implemented by the school.

DJ - In progress

- Non Preference roll % look into steps to increase. Denise will discuss this with Frank Wafer when they meet

DJ-In progress

Nominations and elections of Board roles

AP and EB resigned from their roles as Board chairperson and Board deputy chairperson respectively.

Nominations for Chairperson called.

VM nominated / EB seconded the nomination.

There were no other nominations for Chairperson.

Board agreed with nomination. VM elected as Chairperson.

AP to mentor VM in the chairperson role.

Nominations for deputy Chairperson called. No nominations were received.

1.3 Health of the School Overview

The Board is getting feedback about the changes and the new school year. Denise reported that the students had settled really well into their new spaces and teachers are delighted with the calmer feel to both playground and classroom. Over all parents are feeling more happy and relaxed.

BoT members have been getting feedback from parents and we know that our lines of communication need to be as prompt and effective as possible. Denise agreed that the timing of some aspects was not as ideal as we would have wanted but were simply a result of time pressure and circumstances beyond our control. She has assured the BoT that once our Whānau Information Evening had happened, she will hold a series of Principal gatherings for parents to share their ideas and concerns. The Board would like to make the school community aware that the principal is available to meet with parents following initial discussions with their child's teacher – Andrew reminded the BoT that there is a clear process for parents to direct any concerns to the class teacher first rather than approaching the principal directly.

IN COMMITTEE 7.40pm

OUT COMMITTEE 8.30pm

2. PRIORITY DISCUSSIONS

The Board agreed to re-advertise the position of Principal.

DJ to discuss non-preference roll with the Catholic Education Office.

2.2 Finance

GB presented the Finance Report and highlighted 2020 financial year considerations. There is a projected deficit of \$43k for the financial year because of changes to the operational grant. DJ is investigating cost savings with GB to reduce the projected deficit.

Due to the cost of KIVA, DJ will investigate a grant to cover this item.

3 EFFECTIVE MANAGEMENT AND STRATEGIC DIRECTION

3.1 Assessment Report

The Board noted the excellent results in the student achievement report for the 2019 year. DJ discussed the outcome and the progress from the start of the year and what issues impacted positive results and those areas which require further attention. The new classroom environment for the junior classes will assist with the ongoing student achievement progress.

The BoT asked Denise to express their thanks to the staff for the student achievement.

4 BOARD ADMIN & FUTURE PLANNING

Annual plan

The Board has agreed actions for 3.1 for the 2020 plan. EB will email these to DJ to add to the annual planning documents.

4.1 Next Meetings

The next Board meetings are scheduled for Thursday 27th February at 5.30pm and Thursday 2 April at 5.30pm.

4.2 Correspondence In

Audit Confirmation report has been received

Correspondence Out

4.3 Meeting closed at 9.30pm

Chair
Andrew Pink

Acting Principal
Denise Johnson

Date:

Date:

Action Points

- Denise, Miriama and anyone else who can spare the time will meet with Mark Newdick to consider the vision of the whole playground