

ST ANTHONY' SCHOOL BOARD MEETING

TERM1 WEEK 3 | February 13th 2024 | 6.00pm 8.10pm

Present	Mark Mulhern(MM)	Presiding Member
	Denise Johnson(DJ)	Principal
	Miriama Williams(MW)	Parent Representative
	Ollie Meech(OM)	"
	Francesca Von Latham(FVL)	Staff Representative
Apologies	Janine Smith	
	David Crosbie (was due to join later)	

Welcome (MM) First meeting of school year.
Reflection(OM)

Minutes of previous meeting approved

Moved (OM)

Seconded (DJ)

Action Points

1. Draft for potential speakers and costs (MW) This still being investigated.
John Parsons booked for August 2024
2. Trust Application Document (MW) has developed this and our next steps are to be discussed under Finance
We had success with the application for basketball hoops \$1500.00 (hoops and backboards) (DJ) to follow up with Dean Gault re funding and logo
3. Strategic Plan – in agenda
4. Testimonies for Year 8 students- (DJ) has approached 3 families. 1 will do a video and 2 will do a written one. DJ has received one so far and will follow up on the rest
5. The issue of the roots in the Kai Space is in progress . (DJ) and (MM) to meet Dave Monastra
6. Honorariums all actioned (DJ) expressed our thanks to (MM) for actioning this
7. Proprietors Report (OM and (MM) to be actioned
8. Attestation Report completed and sent (DJ)
9. (MW) could not find the Religious observance policy. (DJ) To look into and forward to (MW) if applicable

The meeting agreed to adjust the timing of some agenda items in order for the board member who was coming later to arrive.

Principals Report

(DJ) Corrections to previous report:

A time of 2.50 not 3.50

Gardasil date irrelevant – as it is not until 2024

Student Achievement Report

(DJ) asks if the Board is happy for this to be sent to the Ministry

After discussion it was decided that the Analysis of Variance would just have the end of year graphs and comments. Once this is actioned the board is happy for it to be sent

Changes to be made by (FVL) and (DJ)

(DJ) moves Analysis of Variance be accepted

All moved to accept.

Annual Plan

(OM) suggested that Sporting achievement such as our Athletics are to be included in Annual Report. These would be included under 3.3

(MM) What is Student Council involved with and suggested this also be extrapolated under 2.3.

(MW) also suggested that the camp be included under 3.3

We need to include more detail around our Kāhui Ako commitment

Under the first goal the Grandparents Mass and morning tea as well as the involvement with the Thursday Group,

Professional and Development should outline more detail on the Mana Whenua Bus Tour and also include the use of student voice in the end of year reports

To be submitted March 1st 2024

(DJ) Transition of classrooms has gone very well. The children have settled into the school year well.

School Roll - work continues in promoting our school:-

(DJ) Has visited all the ECE's and is developing the relationships

(DC) has dropped pamphlets at Kilbirnie bus station.

(DJ) is working on the FB promotion

(MM) suggested that the sub committee meets soon to continue this work

Teacher Accord Days

(DJ) asked the board to confirm the Two Teacher accord days scheduled for this year. The meeting agreed on Friday, May 31st (attached to Kings Birthday) and Friday, 25 October (Labour Weekend)

Health and Safety

(DJ) Has updated Hazard and Emergency Register for 2024 with the adjustments that were made in 2023 now being adopted as practice. This was tabled and signed by the Board Chair

(DJ) will update the register when there are any incidents.

BYOD and Cyber Safety agreements have been given to all students

No incidents and accidents.

Financial Report

(DJ) Accounts for 2023 were finalised and submitted to the auditor.

(DJ) presented the Cyclical Maintenance Plan

The scope of the painting contract was queried regarding the interior painting of the library. The original quote of \$11,783.00 was reduced to \$9,800.00. (DJ) asked the meeting to approve the cyclical maintenance plan. (MM) seconded the motion
Board approved

Discussion of the budget, (DJ) proposed in order to meet rising costs that the swimming cost be changed from \$60.00 to \$65.00 per child this year

Board approved

(DJ) proposed that the budget be approved, (MM) seconded

Board approved

(DJ) To look for someone to assist (MW) with applications and/or investigate the opportunity of having someone do this for us

(DJ) Asked the board to write off 2023 donations to the cost of \$790.00

The meeting agreed to this

Property

(DJ) Thanks everyone for help with working bee

Matt has a complaint with ball being kicked into his property

Graham Colgate has been consulted

(MM) To look into avenues to solve ball issue

Working bee roster – one per term

(MM) suggest targeting last weekend of holidays. Saturday with rain day Sunday

Nominations, Elections and Roles

(MM) vacated the chair and the election for our Board chairperson was held. (DJ) nominated (MM), (OM) seconded. (MM) Happy to accept position but asked if the meeting thought it would be better for a new one. Everyone was happy with his efforts and (OM) suggested that he might like to delegate some tasks out. MM was elected unanimously

(MM) nominated (OM) as deputy chair, (MW) seconded and OM was elected unanimously

Treasurer – the person who was asked to fulfil the role is no longer in the position to do so. All the board are asked to actively approach others for this role.

Other roles and responsibilities are to be discussed next meeting

Strategic Plan

(DJ) Asks for thoughts on document and (MW) spoke about cultural responsive details and suggested that we add initiatives around culturally inclusive classrooms because we have a large diversity in our classrooms. (MM) suggested that we make it a staff and board goal within the Goal 1. After discussion it was decided that we would phrase it as 1.3

Responding to super diversity while upholding Te Tiriti (MW) to send (DJ) information to support this decision. (DJ) for finalise the draft and send out to the board for their check of the updated goal.

(DJ) moves Strategic Plan be accepted (MW) seconded
Board approved

Policies

(OM) asked if the board could have a quick lesson in using the Policy Review on school docs

(MM) Will be put on next meeting's agenda

(DJ) asks if hard copies would be better in the interim to which the Board agreed

Reflections for the next meeting (DC) to lead

Board communications

Te Tiriti O Waitangi (JS)

Board responsibility (JS)

School Special Character (OM)

Documentation and self

Review Policy (DC)

Meeting ends with Karakia 8.10pm

Board in Committee until 8:30 pm

Actions to be completed

- (DJ) to follow up with Dean Gault re funding and logo
 - Followup with approaching a person re trust applications (DJ)
 - (DJ) to follow up on the testimonials
 - School docs tutorial to be held at the next meeting
 - (MM) To look into avenues to solve ball issue
 - DJ to print off this term's reviews and circulate to those who are reviewing them
- Policies for Term 1 have been allocated to (JS), (OM) and (DC)



12 April 2024

MARK MULHERN

BOARD CHAIRPERSON