

Minutes of St Anthony's School Board Meeting Week 8
Tuesday June 22nd, 2022

MM

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Present	Mark Mulhern(MM)	Presiding Member
	George Bouras(GB)	Parent Representative
	Janine Smith(JS)	"
	Andrew Pink(AP)	"
	Miriama Williams(MW)	"
	Vanessa Monahan(VM)	Proprietors Representative
	Denise Johnson(DJ)	Principal
	Kathryn Henderson(KH)	Secretary
	No Staff Rep	

Apologies Lesi Sene, Oliver Meech

Welcome MM then reflection was led by MW

Prayer: Mirama presented a new board prayer for us all which we prayed. Miriama then proposed that this prayer be adopted to replace the one at the end of our agenda.
Seconded (DJ) All agreed

Minutes of Previous Meeting held on Tuesday 17th May 2022 were accepted as a true and accurate record

Moved MM

Seconded AP

All agreed

Matters Arising

- DJ still needs to approach the parishioner (RR) about whether he is prepared to lead the centennial committee.
- MW has approached her contacts ascertain the protocols regarding Māori consultation when creating art works and will pass the information onto DJ
- DJ still to approach the painters re quote from the painters regarding painting the additional two doors
- DJ to speak with Darren re estimated costs - to be actioned
- DJ to contact both companies re quotes for skimming the surface of the junior playground- to be actioned
- One Board member has indicated that they are resigning from the board. MM to follow up with others
- MM shared the proposed message to the Archdiocese about the façade. AP raised the point that if there is a possible hazard of anything falling on the ramp that the entrance way should be blocked off until the Archdiocese responds. DJ to action

Principal's Report

DJ moved that the report be accepted as read.

(AP)seconded

DJ informed the board that the increase of the non preference roll application is awaiting data from the ministry and then it will be sent to Catholic Education.

Discussion on how we are using social media to widen our profile with the suggestion that for certain targeted social medial posts for Instagram / Facebook we may pay to secure a wider audience. The meeting agreed that this is worth doing.

DJ spoke further about the professional development opportunity with Leading Edge that she will undertake in Term 3 as part of the 12k principal well being funding that we have received

DJ spoke to challenges of the term particularly around reliever's being in short supply. She opened the discussion as to the need to reintroduce the expectation of Year 5 - 8 wearing masks in Term 3 in order to help the health of both students and teachers. After discussion the meeting agreed that we would make masks compulsory unless parents emailed specifically to opt out.

The meeting was informed that the Health Consultation due to be done again. It was agreed that DJ would email the previous questions to the board to consider before the next meeting. This will be an agenda item for next meeting.

Creative in Schools - DJ spoke of the proposed name of artpiece with reference to whakapapa|geneology – ancestors.

(a) Te Whakapapa Hato Antono

(b) Te Whakapapa O St Anthony's

Some discussion was held regarding St Anthony's being referred to Hato Antonio. A number of board members felt that we should still be called St Anthony as that is what we are known as. MW suggested another name for the mural:-


Te ara o nga tupuna | The path of our ancestors (this could be painted along the lines of the mosaic - te reo Māori on top, English on bottom

St Anthony's School (big font to the left of the mosaic) The meeting agreed that we would consult with our Creatives Lead- Helen and the community on our Matariki evening.

DJ spoke to the proposal to invest in some Blue Bots as well as other STEM equipment as outlined in the quote. The board agreed to this expenditure

Emergency Evacuation: DJ outlined the confusion over who actually called the fire brigade as our understanding was that Monitor NZ did this but they said we did that once we evacuated. This seems strange given that we are focused on evacuating. (DJ) to contact Fire Brigade to ascertain chain of contact

Action Points

- DJ would email the previous questions re the Health Consultation to the board to consider before the next meeting.
 - DJ has permission to market ourselves via social media using some paid avenues for specific posts in order to widen our audience
 - DJ to action the STEM order
 - Board has asked for the swap to be made from a smoke detector to a heat detector
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- (DJ) to contact Fire Brigade to ascertain chain of contact

- **Special Character BOT Pre-Review Questionnaire**
- **SAS Actions from Last Review**
- **Christian Witness Review 2022**

The board discussed the above documents and completed the the pre- review questionnaire for the upcoming Catholic Review

SENCo Report written by Francesca von Lanthen

DJ put forward FvL's apologies and presented the report.

(AP) moved that the report be accepted

(VM) seconded

DJ outlined how the TA is used to support the learning and thanked the board for their commitment to this funding. The board was pleased with the support being given to our more vulnerable children. Discussion was held on our progress with PB4L Tier 2 commitment. DJ outlined that the last meeting shared resources on how to communicate more effectively with whānau on how behaviour is managed at St Anthony's. We are working to develop a booklet to outline the key points for parents.

(MM) Asked that the board thanks to FvL on the report be passed on

Health and Safety

Register was tabled but that there had been no significant incidents since our last Meeting, however the fire alarms being triggered (discussed in the principal's report) has been noted in the register

Façade was an issue discussed and (AP) suggested that the ramp be blocked off until an assessment of the danger is made. The meeting agreed with this. DJ to action

Finance

(GB) spoke to the finances and how we are tracking the budget – some areas have been underspent to date

AFS have developed a new format for Management Report with one key difference being the comparison of the month to the full year. They have asked for feedback regarding this.

(MM) thanked George for his efforts.

(DJ) spoke of the cost of swimming once we include the bus cost and whether the \$50 charge is realistic given this cost has not been reviewed in years. Once swimming is complete and invoices paid KB and DJ will analyse the costs against the income.

Action Points

- All board to review the new format and give feedback
- DJ to analyse swimming costs



Property Management

Doors – the fire doors and associated work is complete apart from carpet tiles. Maycroft are waiting on securing these tiles

Facade - as discussed above

Board Elections

MM updated the meeting - the elections will not be online at present and so will be postal only. There is no longer any requirement for notices in general newspapers. The school newsletter is adequate.

It was proposed that 7th September 2022 is the date set for the elections.

(MW) Suggested Pru Kelly to be approached for position of Returning Officer

(MM) may have backup. (MW) is to approach Pru Kelly initially

6th July Returning Officer to be registered on NZSTA web site

(AP) tendered resignation

Centennial Celebrations

No change. To be discussed at next meeting

Roll Growth

(JS) outlined the discussions by the sub committee and it was decided that we would hold a session for the Year 5 & 6s to outline the senior programme and opportunities, followed by a parents session. Overall it was agreed that given the opportunities and the learning progress that our Year 7 & 8s were exposed to, that we needed to spread the word.

DJ updated the meeting re the Non Preference Application

Board Communications

The meeting decided that the Board Comms would outline to the community the upcoming Catholic Character Review in week 9 and to thank FOSA for an excellent fundraising night.

Also there was a discussion around how we would communicate strong encouragement for Years 4 – 8 to wear masks while in school

Discussion on policy review for Term 2

(MM) Behaviour Management Review Feedback:MM suggested our PB4L status be updated (Tier 2) and should the conditions around a member of staff child being the subject of disciplinary action be extended to board members children. The meeting agreed that it should be.

(VM) queried as to who checks the expiry date of medications kept at school. DJ outlined that the office manager generally checked this at the start of the year but will confirm next meeting that this is so

Policies for review Term 3 2022

(MM) will review the Student Wellbeing and Safety

(VM) will review Staff Wellbeing and Safety



(MM) Thanked the Board for wearing their masks for the meeting and closed the meeting at 8:25pm

Total Action Points

- DJ would email the previous questions re the Health Consultation to the board to consider before the next meeting. This will be an agenda item for next meeting.
- DJ has permission to market ourselves via social media using some paid avenues for specific posts in order to widen our audience
- DJ to action the STEM order
- Board has asked for the swop to be made from a smoke detector to a heat detector
- (DJ) to contact Fire Brigade to ascertain chain of contact
- All board to review the new format for the School Management Report and give feedback
- DJ to analyse swimming costs
- DJ to action the ramp being blocked off until an assessment of the danger is made.
- DJ to check re procedures around medication expiry dates



Mark Mill

Board Chair

1/9/22.

