

ST ANTHONY'S SCHOOL BOARD MEETING

TERM 4 WEEK 8 | NOVEMBER 28th, 2023 | 6.00pm -7.55pm

Present :	Mark Mulhern (MM)	Presiding Member
	Denise Johnson (DJ)	Principal
	David Crosbie (DC)	Parent Representative
	Miriama Williams(MW)	"
	George Bouras(GBN)	"
	Ollie Meech(OM)	Proprietors Representative
	Francesca Von Latham(FVL)	Staff Representative

Apologies Janine Smith(JS) Parent Representative

Welcome (MM) – Last meeting of School year
Reflection(GB)

Minutes of Previous Meeting approved

Moved (OM)

Seconded (MM)

Action Points

- Chess pieces - DJ said these had been added to the Trust application list
- Delivery of tea towels and pamphlets to ECEs is a work in progress(DJ)
- (GB) and (DJ) to meet re cyclical maintenance plan - done
- Board to read The Board's Role in Health Safety and Wellbeing in folder - to be completed by all in the new year
- (MM) to organise date of both Annual goal planning and social event - done
- Draft annual plan done with comments on the 15th November 2023
- Social Event 28th November - done
- (MM) Street light issue not resolved

Principals Report

(DJ) Speaker evening a success, it was smaller in number and a suggestion to hold these evenings in Term 1/2/or 3 and not Term 4 due to people not being available. (DJ) expressed our grateful thanks to (MW) for her organisation of this evening.

Facebook following is increasing and we were grateful for the sponsorship from New World as well as LF taking the photos.

(MW) We need to plan the speaker programme. Potential ideas and planning needs to be in place for the speakers and dates for 2024. August Term 3 Speaker will be expensive.

John Parsons, Cyber Safety.

(MW) will put draft through to Board that covers potential speakers and costs

Term Dates have been corrected as per the principal's board report

(MM) queried when the Teacher only days will be for 2024. One is scheduled for end of Term 2 – Two more will be scheduled at the first meeting of 2024.

(OM) Queried roll going into 2024. (DJ) said we begin with similar numbers as to 2023 and end like we have this year

(MW) queried times and dates in the principal's report - if it should be 2.15-2.50 not three and re November 15th this should be 13th . DJ to double check these

Analysis of Variance (Student Achievement)

(FVL) presented the Analysis of Variance and spoke to the report.

88% Reading at or above

82% Writing at or above

90% Mathematics at or above

(MW) queried the progress of one cohort for reading. (FvL) outlined how this group was being monitored closely and support had been given to improve outcomes. (DJ) outlined how Best Start Literacy (BSL) is a focus for 2024. During PLD next year we will be looking at our expectations against BSL.

(MW) queried the 97% female at or above compared to 70% male at or above for writing. (FvL) said this needs to be an area of focus and as such has made it a goal for the 2024 Annual Plan. (FvL) also explained that our ESOL numbers have increased and this impacts writing

(DC) queried as to whether there were any surprises for (FVL) which she replied that the outcomes were mostly predicted

(MW) asked as to whether we need to reassess the number of annual targets.

(DJ) Would like this to be done. Suggests looking at lifting writing (especially Males) as one of the targets which will be the focus of early next year 2024

Strategic Plan

(DJ) Draft plan is in folder

(MW) Would like all cultures recognised. Board expressed encouragement for this.

(DJ) We need a meeting before strategic plan is due on 1st March 2024

Thoughts and finalising before this. Board to look at a plan before first meeting

(MW) Suggest week 2 not 3 but it was determined that Week 3 is Tuesday 13th February which gives us time to finalise the plan

(MW) queried the reference to the measures of success in Technology. (DJ) outlined how we have developed digital progressions for each class to ensure that learning is taking place across the school and no gaps occur

Policy Review

(DJ) Has put the reviews completed by staff and board in the folder

- Student achievements - one query as to whether we are using the Schonell test for spelling. (DJ) to clarify this
- Home learning - no issues

- Distance learning: we state no use of the bedroom but Lockdown proved this was not practical for many families. decision to change the wording to say 'whenever practical'
- Health Education: (DJ) & (GB) were both happy with this apart from the out of date Health Curriculum Statement
- (MW) Religious Observances. Policy to be looked at.

Health and Safety

Emergency and Hazard Register

(DJ) has been working on an issue of the senior boys kicking one another in fun. (DJ) has spoken to all of them as well as parents as this is becoming a risky behaviour
 (MW) Tree roots in the Kai Space are still a major problem. (DJ) to look at problem and action the suggestion of spray painting these to highlight the danger and
 (DJ) said the work of the decking which will address this issue is on the 10 Year Plan estimates the cost as being \$325,000.00. (DJ) to contact ADW in the new year to put it on their radar again
 (DJ) informed the board that Dave Monastra is our point of contact for any work that is scheduled.

Finance

(GB) Presented the October Review and we are tracking as September with a debt of \$56 -60, 000.

(MM) October review expenses higher – is this due to centenary? We are awaiting monies from FOSA to pay for Centenary costs, playground work etc. This will be in the November accounts.

School donations - \$1200.00 still outstanding and a decision will need to be made to write this off.

Honorariums not taken by anyone will go back into the school funds

(DJ) outlined the higher costs re relief teachers and less funding from MOE than had been anticipated

(MM) Asks when final washup will be. (GB) responded that it would be the end of December 2023

(DJ) and (MW) Meeting re fundraising and approaching trusts for funding

Cyclical Maintenance Plan

Presented to the board. (GB), (MM) and (DJ) have queried the higher than expected paint quote for the interior work. (MM) and (DJ) to meet with the painter to go over the scope of the work.

Auditor needs information by mid December for end of year accounts so will present in the draft form

(DJ) Sign off for the plan is needed by March 1st and will be part of the completed budget

(MM) outlined to the board that it is (GB)'s last meeting and the board discussed a possible replacement. (MW) is to approach a potential one.

(DJ) Would like to give JJ a voucher in recognition of all her work with our social media - the board agreed

(MM) Honorariums – now that the last meeting has been held and will now send these out

The next Board Meeting is Term 1 2024 Week 3

(OM) To lead reflection

Board Communications

Thanks to (GB)

Thoughts for Speakers

(MW) and (OM)

Thank you and acknowledgement of an epic year especially to Staff

Wishing Year 8's well

(MW) suggested that video clips of Year 8 re their thoughts of their school times. Also the Year 8's sharing their St Anthony's journey with the Year 5 and 6s. (DJ) said this had been done at the end of Term 3 and is an annual event now

(MW) to see if LF can video some of the Year 8 students and whānau

(MM) and (OM) to complete the Proprietors report

(DJ) and (MM) to complete the Attestation Report

Meeting ended at 7.55pm

Signed by



Mark Mulhern

Board Chair

Actions

- (MW) will put draft through to Board that covers potential speakers and costs
- (DJ) and (MW) Meeting re fundraising and approaching trusts for funding
- Board to finalise Strategic Plan, Annual Goals and annual targets
- (MW) to see if LF can video some of the Year 8 students and whānau
- (DJ) to contact ADW in the new year re the tree roots
- (MM) Honorariums – will send these out
- (DJ) to finalise changes to the policies
- (OM) and (MM) Proprietors Report
- (DJ) and (MM) Attestation Report