



**MINUTES for Meeting of St Anthony's School Board of Trustees
Held at 5.30pm on 12 December 2019, 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

APOLOGIES: Yvonne Small Board Secretary

1 COMING TOGETHER

1.1 Welcome, Pray, Reflect, Celebrate, be Grateful

Andrew welcomed and Emma led us in prayer

Andrew thanked everyone for the gift of his flowers and expressed his thanks to everyone for their support.

1.2 Administration

Denise clarified 'in committee' minutes and indicated these would need to be amended before final approval. It was decided to look at these at the end of the meeting and then approved

1.3 Health of the School Overview

Good community spirit for the two working bees. It has had a very positive outcome for both the care of our property and the building of community. DJ moved a vote of thanks to Miriama who has worked extensively to organise this. The Garvie and Monahan Families in particular were fantastic Staff worked very hard and overall it was a good response from the community.

AD suggested that we need to have informed the community more widely as her family would happily have lent a hand if she had known.

Other people have expressed their desire to Miriama that they would like to help the school in clean ups and so a regular maintenance schedule and/or working bee should be organised.

Action: Next time is to post it on FB and newsletter.

HR commented that the staff were happy and working hard under DJ guidance.

A small gift for the staff has been discussed and will be given in thanks for all of their hard work.

Academic results show how hard everyone is working and they remain happy and buoyant.

Modelling of a younger demographic for next would be great in terms of funding for teacher aides.

IN COMMITTEE 6.pm

Update of Health & Safety Issue (Student/ Staff)

Update on Principal Appointment Process

OUT COMMITTEE 6.30pm

2. PRIORITY DISCUSSIONS

Building inspections have been done but need to be uploaded. Every month Darryn Handscomb checks the building for any non-compliant issues. The school is compliant.

2.2 Finance

Things are beginning to track a little better. A less negative forecast is looming which is positive. The Board of Trustee fee is paid and if these are paid back then the school will benefit from this amount of money being contributed to the budget. A discussion ensued.

DJ has been managing bank staffing in order to limit further overspend but there has been sickness beyond our predictions. The pay period deficit was discussed and will increase because of holiday pay. This will improve through the holiday period as there will be no sickness. In 2020 will be able to pick this amount up. DJ has provided a lot of cover herself but has needed to bring in relief for some illness as she has a heavy workload. As the illness of one staff member has been significant, DJ will apply to the MOE for a refund of some of these days.

Discussion around Bereavement Leave - DJ informed the BoT that decisions have been made according to the collective agreement and in accordance with previous decisions that had been made. DJ will discuss with the staff going forward Leave WP and Leave WOP.

DJ raised the issue of payment for the Bowling Club. It was initially planned to be a cost for 10 weeks but with us needing the space for nearly double that time the cost is now \$4K
The weekly rate would be 250 per week.

The board decided that we would pay the bill of 4000.

DJ/GB to action

A high percentage of donations have been received by the school community - we are grateful.
Insurance claim for broken windows will hopefully come through.

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

DJ to Action

The picnic tables are clean but they do need to be oiled. The cost of the oil is expensive and we would need about a number of litres. The Garvie's have offered for us to use his trade account. The new budget will begin in the new year.

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.

MW to investigate costs

3 **EFFECTIVE MANAGEMENT AND STRATEGIC DIRECTION**

3.1 **Principal's Report**

It has been a busy term. FvL in particular has shown extraordinary commitment to STANTS this year. Return to the learning spaces has been significant which is fantastic. Everyone wants to cook. Appropriate items will be bought in the new year.

There have been some very successful events of late for the school showcasing the opportunities our students have. Definitely increasing opportunities like having a live band can make all the difference to our students.

The I Arise initiative will also reinforce these opportunities and we now need to communicate a depth of depth of knowledge of these within the school community.

Denise J has attempted to communicate with parents who have decided not to come to STANTS to find out why they have chosen not to come. One of the factors for two of our families has been the smallness of our school despite them loving the school visits.

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 to report back to Board

PLD - we have 43 hours remaining from our 120 hours from Core Education. The remaining hours will be used for PLD in the first half of 2020. We are then hopeful of continuing to working with our facilitator in 2020 for the Kahui Ako focus. This will be around "Wellbeing".

One teacher may go through to "ALIM" to increase our teacher knowledge and share with the remaining staff. DJ will find out if the funding is available.

Reading Recovery - There is not the need for RR with our current students, with some to be completed with the reading recovery programme by the end of term 1. Denise will then inform the MoE.

One student has ISI funding for 5 hours per week.

The Principal's report as tabled was accepted as read.

Due to the number of items on the agenda that needed to be discussed and considered, it was agreed that we would consider the most important ones that need our immediate attention and then hold another meeting early in the New Year to give the other reports consideration. Some items and reports will be read later so as not to keep us too late this evening as many things do not need to be actioned until 2020.

Denise briefly spoke to the Assessment results

FVL has been helping Denise to look at the results and collate the data and interim numbers indicate that our percentage for At & Above may be

Reading 93

Writing 97

Mathematics 85

These figures are not confirmed as data needs to have a final cross check to ensure our analysis is correct.

Aspects that may support these results are: -

Some target students have left and this has affected our results.

RK and FVL have done accelerated literacy so this has paid dividends and has improved our results as they have spent more time on the literacy program every day.

The report can be discussed at the February meeting as it is not due with the Ministry until March 2020.

Communication

Miriama has approached the Welcome magazine to see if we could get some publicity. A positive response and an article will be written for the January issue

Lucy W has visited more pre-schools to develop the relationships with each and work to attract new pupils for St Anthony's.

Property

Playground Development.

The playground needs to be upgraded as it is an essential and integral part of improving student behaviours outside the classroom.

MW and DJ spoke to the Playground Report

Management of behaviours in the playground is paramount. We discussed the difficulties of the topography at STANTS. The proposal we like would use different elements from different companies to fit in with our unique area. The release of plans to the school would fire up the school to fundraise. The savings from bark alone would be huge. The GST element was discussed and we thought about getting this landscape person in to help formulate our ideas. A plan can be made and the level of action can be interpreted in a number of different ways.

Amber will be approached in order to extend our grant time period. Arranging a meeting was discussed and Anne suggested that we discuss it in the first meeting of the year.

Vanessa thanked the board for the hard work of Denise and especially Miriama.

The situation with bark will greatly reduce the price of the works to be done.

Educational landscapers have been approached and one in particular one landscaper in particular.

Depending on what is being asked so does the cost range depending on our needs.

- Talk about the senior school playground

- The vision can vary according to the school needs.

It was discussed and the BoT agreed to meet with the consultant as soon as possible.

MW will contact Mark to see if he is available the first week of Term 1

Denise mentioned skateboarders on the roof of the Junior block. Staff have been asked to photograph any offenders first and then we can begin to identify who these children are and what school they come from.

KiVA

Interventions are part of the resources.

Talking to the RTLB, DJ explained that we are aware that the aspect of restorative justice is a vital component. While PB4L has all of this, the KiVA programme would be a valuable addition as timely resolutions are important in terms of being immediate. This is a critical process for times when children hurt one another. The recognition of consequences is paramount. The strength of KiVA is that all the work is done, lessons and resources are prepared for teachers which would help their workload. To invest in KiVA is addressing that bullying aspect of behaviour - it would add to our kete of behavioural management. It dove tales very well with the PB4L programme. Money can be saved by looking at other platforms we use such as Reading Eggs and eventually Mathletics.

PD was discussed generally and the value of consolidation was stressed by DJ.

Board has checked with the operational side of the pro social relationships within the school community and communicating that these are being managed. Sharing this with the community is paramount.

Andrew discussed the PD budget for 2020 and that will cover the costs of KiVA. Andrew discussed the importance of making sure that if we go ahead and not leave this decision too late so that we are organised with this programme.

Andrew suggested that we will report on KiVA perhaps two times a year.

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

DJ to put into place

3.3 School Docs Policies & Update

Policy to be reviewed in Term 4.

Sun smart.

Issues to be considered

Shade creating. Shade protection.

Emma shared that this was not being aligned to. She asked that we should look at the recommendations and change the policy to the actions that we follow at STANTS.

Emma will edit the policy. This will be checked at the February meeting.

4 BOARD ADMIN & FUTURE PLANNING

Non preference students.

Would we consider having a higher than a 5 percent threshold? This could be raised to 10 percent but it does not have to be made permanently.

What are we trying to achieve by seeking this change in status? Should we look at a greater diversity of our students. We might be able to take students who are on a wait list. We currently have 7 non Catholic places at the moment.

This is a useful tool for the school to have in place at the moment. DJ. Miriama suggests that we should go ahead with this move and begin the process as we can always just keep it in the background. Another school has moved towards and attained this status.

This will be investigated further by agreement of the Board. Proposed by Miriama.

Election of new board members.

The first board meeting of the year ... we will elect the Chair and Deputy Chair.

Emma expressed her desire not to be Deputy Board Chair in 2020.

4 BOARD ADMIN & FUTURE PLANNING

4.1 Next Meeting

Tuesday, February 11, 2020

4.2 Correspondence In

N/A

Correspondence Out

Nil

4.3 Meeting ended in prayer and closed at

9 pm

Chair
Andrew Pink

Acting Principal
Denise Johnson

Date:

Date:

Action Points

- The board decided that we would pay the bill of 4000.

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DJ to put into place

- Non Preference roll % look into steps to increase

MW & DJ to review