



ST JOSEPH'S SCHOOL

Reach for the Stars as Lifelong Learners in the Catholic Faith

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MINUTES OF THE MONTHLY MEETING OF
ST JOSEPHS SCHOOL BOARD OF TRUSTEES
HELD TUESDAY, 11TH DECEMBER 2018, AT 6.00 PM
IN RUMA KORU

<u>Present</u>	Leanne Brookes, Carl Herbst, Adrienne Wylie, Rory McGeown, Lorraine Frances-Rees, Michael Plieger, Jan Plieger, Fr Wayne, Rose Davies, Bev Conlan
<u>Apologies</u>	Rebecca Meek, Sharni Cunningham for lateness, Andy Bradley for lateness
<u>Welcome</u>	Bev welcomed all to the last meeting of the year and thanked everyone for the time and their work over the year especially the sub-committee. Bev opened the meeting with a prayer.
<u>Board Training</u>	Not this meeting.
<u>From the Pews</u>	Year 4 to 8 students received reconciliation for the last time this year. Fr Wayne felt it was very powerful. The children were very reverent. The year has been a trying one for the staff but through the power of the Spirit and the support of each other we have come out remarkably well.
<u>Special Character</u>	Taken as read. Special Character Review taken as read. Move to accept the Special Character Report. <i>L Frances-Rees/A Wylie</i>
<u>Principal's Report</u>	Move to accept the Principal's Report Lorraine spoke to her report. Fixed term units have been allocated for: Enviro-schools, ELL and Pacifica. Principal appraisal has been completed. Services of an external supervisor have been obtained. This will help the principal to reflect on the more challenging aspects of her role and will form part of the appraisal. Social Studies review has been undertaken with St Kevin's.

	CoL – focusing next year on coaching middle leadership. Set up groups more purposeful. 2 teachers have been accepted for Reading Recovery. <i>L Frances-Rees/J Plieger</i>
<u>Curriculum Report</u>	Yr 8 & Yr 7 Camp Reports tabled. Taken as read. EOTC to be reviewed for 2019. Parent consultation to be undertaken. The programme undertaken for the Yr 7 camp was very good. Professional providers for the camps are needed. Achievement Data Lorraine spoke to the report. Focus next year on Reading and intergrating Strand Maths in every subject. <i>L Frances-Rees/C Herbst</i> Analysis of Variance Lorraine spoke to the report. Achievement levels have increased. <i>L Frances-Rees/R McGeown</i>
<u>Strategy Report</u>	Uniform Survey Received over 70 replies for the survey. A majority of 34% opted to stay with the current uniform but would like to have a thicker polo fleece. Board to accept Option 1 on the survey – Keep the uniform as is. Annual Plan Taken as read. <i>L Frances- Rees/L Brookes</i> EOTC Audit Reviewing EOTC next year with parents.
<u>Property/Health & Safety Report</u>	A sub-committee has been formed to investigate complaints and procedures. Investigation of Complaints Questions were compiled for both helpers and complainants. Report sent to Work Safe who found there was no investigation needed. Investigation of Procedures Found there were small areas that needed to be updated in the Procedures. Report from the investigation was tabled. A robust discussion was undertaken. <i>A Wylie/S Cunningham</i> A letter of thanks to P Olsen for the knowledge and advice. A meal voucher to be included.

<u>Finance Report</u>	Taken as read. Report tabled with recommendations: 1. That the schedule of payments comprising of \$43,300.48 for November 2018 as approved by the principal and reconciled with the bank statements together with the schedule of income comprising of \$14,178.57 for November 2018 be received. <i>S Cunningham/M Plieger</i> An application for a Decile review was made in Term 3. Our Decile has decreased from 6 to 5 which will increase the Ops Grant for 2019. Move for the Board to pay for the staff to go out for breakfast. <i>B Conlan/S Cunningham</i>
<u>Grants</u>	Not this meeting
<u>Multi-Cultural</u>	Not this meeting
<u>Personnel</u>	J McCartie has retired. A replacement has been found. With two teachers being accepted for Reading Recovery, we will need to have a teacher to cover them. Ann Dooley will cover this. <i>L Frances-Rees/S Cunningham</i>
<u>Whitestone COL</u>	Not this month
<u>Correspondence</u>	Motion: That the Inwards and Outwards correspondence be accepted. <i>B Conlan</i> Bev to write to J McCartie accepting her resignation.
<u>Minutes of the Previous Meeting:</u>	<u>Moved:</u> That the minutes of the meeting held 30th October 2018 be accepted as a true and accurate record. <i>S Cunningham/L Frances-Rees</i>
<u>Administration</u>	Bev thanked the Board for all their support and commitment for the year.
<u>Meeting Closed:</u>	Meeting closed at 8.35pm.
<u>Next Board Meeting:</u>	12 th February 2018 at 6.00 pm
These are a true and accurate record of the St Joseph's School Board of Trustees meeting held 12th December 2018. Signed: _____ Date: _____ <i>Bev Conlan</i> <i>Chairperson</i>	