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 Joseph's School Board of Trustees Held Tuesday, 10th August 2021, at 6.00 pm in Ruma Koru

Present:
Lorraine Frances-Rees, Sharni Cunningham, Victoria Forrest, Samara Allardice, Rebecca Laming, Andy Bradley, Rory McGeown, Jan Plieger, Leigh Thomas

Apologies:
Adrienne Wylie, Fr Wayne for lateness

Welcome and Prayer:
Sharni welcomed everyone to the meeting. Victoria opened the meeting with a prayer.

Property Upgrade:
The architects have supplied a draft plan for the building upgrade. Lorraine explained the financial side of the rebuild and what the priorities were. Due to the costs, the Junior buildings would not be getting an upgrade at this time although the heaters in the Junior block would be replaced with heat pumps. The Board discussed the pros and cons of the plans. The Board felt if the heaters were to be replaced in the Junior block, double glazing would be more feasible for retaining the heat. Lorraine to pass onto the Diocese the concerns of the Board along with their preferences.

From the Pews:
The term has started well. The children have settled in well. There is light at the end of the tunnel for a rebuild which is long overdue. Very important to get the rebuild right. This is very important going forward.

Principal's Report:
Goal 1: Ensure the future of our Catholic Community in North Otago by building a lifetime foundation in the Catholic faith, growing Catholic leaders, and promoting a Christ-centred community.
Surveys have been sent out to the Parish, students and Parents for the RE self-review. Looking at taking the Yr 6's and any parents who wish to come along, to St Kevin's to look at the new technology department. A concert is to be held at the Year 6 EOTC camp. Parents will receive an invitation to this. Incorporated in this will be a promotion of the Intermediate Department.
Goal 2: All students have meaningful and engaging experiences, striving for excellent outcomes for all.

There was an amazing celebration of Oral Language last term. This term the focus is on science.
We are experiencing an exceptional amount of movement in the Yr 4-6 at present. This is coursing a lot of unrest amongst the students. The students are unwilling to talk about their feelings. The Board discussed the behaviour of the children which is happening at present. Lorraine is applying for Limited Teaching Authority for our Teacher Aides to help relieve pressure on the teachers.
Group 3: Staff experience belonging and loyalty to St Joseph's and give enthusiasm, commitment, and excellence.
The Board discussed the plans to cover Lorraine while she is on sick leave and how this will work.

Move to accept the Principal's Report

L Frances-Rees/V Rapson

Compliance:

Property:
Although the Senior block is to be rebuilt, the Junior block still requires maintenance. It will have the annual washdown.
Personnel:
We have employed a new cleaner for the senior block.
A teacher has requested a Flexible working agreement for term 3 for personal reasons. This will be reviewed each term.
Lorraine informed the Board of changes in place while she is away.
Finance:
With a teacher on ACC and Lorraine on sick leave, the sick leave cost will be higher than budgeted. We received funding from the Covid Relief Fund for extra tuition but this is currently on hold and will recommence in Term 4. Also we received funding for ELL upskilling of teachers. This is also on hold due to the lack of relievers at present. We hope to be able to complete this in Term 4. The budget is tracking on target.
We have received the annual Mid-Year Financials from Solutions and Services. The Board looked at the following reports:
Mid-Year Financials - January - June 2021
Mid-Year Budget Support Letter
Mid-Year Budget Summary Report

Move the Board accept this budgeted statement of financial position

L Frances-Rees/L Thomas

Health & Safety
We have had a Health and Safety audit carried out. We require a Health and Safety subcommittee to undertake a walk-through with Nicola before the next meeting.

Move to accept the compliance report

L Frances-Rees/S Cunningham

Board Work:

Curriculum:
Lorraine spoke to the reports.
Achievement Report – Mid-Year Achievement Report: The Board discussed the outcome of the review.

Move to accept the Mid-Year achievement report

L Frances-Rees/J Plieger

Social Science Capabilities: Lorraine and the teachers are proud of the work completed as it is the way we are moving forward.

Move to accept the Social Science Review

L Frances-Rees/S Cunningham

Strategy:
Maori Consultation: For our Maori consultation this year, it was suggested that key members of the Moeraki Marae be invited to join the consultation.
ERO Review: This is scheduled for 1st September.

Policies Review:
Not this meeting.

Consultation:
Nothing this meeting.

Administration:

Move to accept the School be closed on Monday 30th August for a Teacher Wellbeing Day in line with most other North Otago schools and the Teachers' Accord Agreement and 1st November for a Teacher Only Day.

S Cunningham/V Rapson

The Board discussed 'Flexible Working Arrangements' and what this actually entails. The Board needed more clarity on the length of time this could last.
Move to discuss this next meeting upon more information being given.

S Cunningham/R McGeown

A Personnel Committee is required in order to complete a permanent tagged position recruitment process. This will depend on the provisional staffing notice which comes out in September. Sharni, Rebecca and Lorraine to form this sub-committee.
Move to accept the Personnel subcommittee.

S Cunningham/S Allardice

EOTC Committee:
A subcommittee is required to check the Yr 6 camp submission before the next Board meeting. Rory and Victoria have agreed to form this committee.
Move to form this committee

L Frances-Rees/V Rapson

Move that the minutes of the meeting held 18th May 2021 be accepted as a true and accurate record.

L Frances-Rees/A Bradley

Correspondence:

Move to accept the correspondence

S Cunningham/L Frances-Rees

Meeting Closed 7.58 pm

Next meeting: 14 September at 6.00 pm

These are a true and accurate record of the St Joseph's School Board of Trustees meeting held 10th August 2021.

Signed: _____

Date: _____

S Cunningham
Chairperson