

**Sacred Heart School Petone
BOARD OF TRUSTEES MEETING**

CONFIRMED MINUTES

7.00pm, Wednesday 31st July 2019 Pohutukawa

Present: Liz Heatley, Helen Kneebone, Henio Koloj, Anita McKegg, Vaka Lemisio, Genevieve Hanify, Mark Fairfield, Anna Redfearn, Tane Wilson and Kate Wright.
Janet Whalen (Minutes)

Apologies: Onieka Tristram

Prayer: Helen

Declaration of Interests: Nil

Strategic Decisions

- August Meeting – now Wednesday 21st August, 7pm
- Board Training – most board members are attending either of the offered training options.
- Committee Meetings – Liz will send out a Doodle form to set a date for the 2 committee meetings.
- Tabled – NZSTA Treaty of Waitangi and School Governance document. Board to discuss next meeting.
- Strategic Plan Consultation – Policy committee to look at options for the consultation process and decide on a date.

Strategic Discussions

Principal's Report

- A Genesis Energy Gen Trust grant for 13 chromebooks has been applied for.
- Liz is going to re-apply for 10 ipads to Pelorus Trust.
- In 2020 look at centralising the fundraising within the school.
- Liz explained the Special Needs Register and funding for special needs.
- Mid-Year Data
 - Liz explained the timing and levels covered in the data.
 - This is the first time all students have been on the same system.
 - Management will look at lack of social/personal comments on LINC-ED.
 - All students below targets can be identified with valid reasons.
- July 1 Return was tabled – a few spaces at the end of 2019 will be beneficial for the large intake (mostly siblings) in 2020.

Moved that the BOT apply for a grant of \$6112.25 incl GST from Pelorus Trust to purchase 10 Ipads and a Charging Unit for the Junior School.

Moved: Liz; second: Mark

Moved the Principal's Report be accepted.

Moved Helen; second: Anna

Monitoring

Finance

- Helen spoke to the monthly accounts.
- Explained COL / Kahui Ako funding.

- Discussion re Government's \$150 per student – still not enough information.
- 2020 may see RE Resource donation going up. Board will need to think about how this is will be collected.
- Julia HavelI will be off for some time with further surgery. This will be covered by ACC.

Moved the Finance Report be accepted, and that the board has compared performance against budget: Moved: Genevieve; Second: Liz

Administration

Minutes of the previous Meeting received and confirmed.

Moved: Helen

Correspondence received.

Moved: Helen

General Business

- Discussion re appointing of Proprietor's Appointees.
 - Fr Marlon and Liz recommend names to Archdiocese for approval.
 - A good idea to have information about the processes for appointment and any appointments already made available with election material for parents at time of election.
 - The board could look in to rolling/staggered election of parent reps to allow for continuity on the board.
- City Mission – no further queries from parents or issues to date.

Items for Next Meeting

- Treaty of Waitangi document discussion
- Policy Report
- Finance and Property Report

Meeting Closure

Board Packs – Mark asked to have the meeting documentation sent electronically.

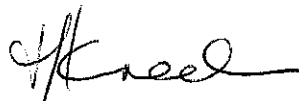
Could all board members indicate to Janet if they wish to have an electronic or hard copy of the documentation before Friday 16 August. Thank you.

Next Meeting Tuesday 20 August, 7pm
Prayer next meeting - Genevieve
BoT NL Blurb – Kate

Meeting Closed – 8.50pm

Confirmed as a true and correct record of the meeting:

Chair:



Date

20/8/19.