

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

**CONFIRMED MINUTES**

7.00pm, Wednesday 29 January, 2020    Staffroom

Present: Liz Heatley (Minutes), Helen Kneebone, Mark Fairfield, Anita McKegg, Anna Redfearn, Tane Wilson, Kate Wright, Genevieve Hanify

Apologies: Onieka, Tristram, Janet Whalen

Prayer: Anita

Helen welcomed everyone back

Only item on the Agenda – Strategic Annual Plan

**Strategic Plan**

- Liz explained that the draft Strategic Plan was written from the data collected at the consultation process and collated by Tane. Thanks to Tane for all his work.
- Feedback and discussion took place regarding the draft plans. It was decided to combine Strategic Aims 3 & 4.
- Liz will combine these and then forward both plans to the BOT for ratification by email. This will allow them to be read to send to the Ministry by March 1<sup>st</sup>.

**General Business:**

The following items were raised for a brief discussion:

- Working Bee to be held to tidy up the side of Kakapo and the garden behind Kakapo
- Liz will forward to the BOT the latest information from Paul Ferris (NZCEO) regarding the decision of the MOE to exclude Integrated Schools from the Maintenance package announced last year.
- Coronavirus- Liz will send an email to the community outlining the main points from information from the MOE and MOH

BOT Workplan for 2020 was given out. This has the meeting dates for the year. It was decided to monitor the Strategic/Annual Plan at each meeting.

Finance Meeting will be held once the budget is more complete.

Meeting Closure

Next Meeting Wednesday 19 February (Due to camp being in the last week of February)  
Prayer next meeting - Helen

Meeting Closed – 8.15pm

Confirmed as a true and correct record of the meeting:

Chair:

Date