



**Minutes of the Board of Trustees Meeting of St Joseph's Catholic School – Takapuna  
Held via Zoom on 07 April, 2022**

Eric Esnouf welcomed the Board and opened the meeting at 7:04pm

Present: Alister Bridgman, Natasha Luxford, Bridget Allen, Gallo Boyle, Janie Ryder, Paula Vitali, Eric Esnouf, Vanessa Bates, Tinaka McCoid, , Tressa Joseph

1. **Opening Prayer** E Esnouf
2. **[2022 - 2024 Strategic Plan / Student Profile](#)** J Hill
  - Jan commented St Joseph's consultation was very comprehensive and the school is heading in a good direction.
  - She feels we've done a really good job of canvassing parents, achieving the goal to make the consultation process accessible to them.
  - It is blatantly obvious the plan is for a Catholic school and will hold St Joseph's in good stead as we head towards 2024.
  - There was discussion around some of the wording within the document and suggestions from Board members regarding potential amendments, which Jan will take into account.
  - Likewise, there was discussion regarding icons within the "Learner Profile. Alister advised the children will assist in developing which icons will be used.
  - Eric commented it's a good draft plan, with Jan recommending holding off communications with parents until the final version is published.
  - Next steps: Natasha will edit the current draft version.

**Confirmation of the 2022 - 2024 Strategic Plan**

*Move the 2022 - 2024 Strategic Plan with the agreed changes as recorded by Natasha  
(E Esnouf/G Boyle- Carried)*

8:21pm Tressa, Paula and Jan departed the meeting.

3. **Administration Matters** E Esnouf
  - a. **Apologies** Monsignor David Tonks
  - b. **Confirmation of the Agenda**  
*Move that the Agenda be confirmed.* (E Esnouf - Carried)
  - c. **Declaration of interests**  
No one declared any conflict of interests with agenda items.
  - d. **Confirmation of Minutes**  
*Move that the Minutes of the BOT meeting held on 10th March 2022 be confirmed as a true and correct record.* (E Esnouf/A Bridgman- Carried)
  - e. **Matters Arising**
    - Fruit baskets and baking went down really well with both staff and the PTA.

#### 4. Strategic Plan

A Bridgman

- [Achievement Targets 2022](#)
  - Natasha advised the Kakapo team is extremely focused on writing progression and achievements/
  - The main hurdle has been the disruptions due to Covid, as teachers endeavour to get things up and running again.
  - Natasha highlighted the “Quick 60” groups, with the LSA’s supporting literacy foundation skills.
- [Annual Implementation Plan 2022](#)
  - Refocus, putting more emphasis on the Mercy values and school motto which are key factors in the children’s learning and relationship development
  - This is particularly important in providing programmes for younger children, given they’ve had so much time learning from home.
  - Emphasis on developing self-directed learning for older children, encouraging them to take more responsibility.
  - Support teachers with their own personal development via the new RE curriculum introduction programme so they are prepared to deliver in full come 2024.

#### 5. Asset Protection

A Bridgman

- Ratification of payments to the Creditors ([February](#))  
*Move that the February 2022 payments (to the value of \$24,367.23) to be ratified.*  
*(A Bridgman/G Boyle- Carried)*
- Approval of monthly reports ([February](#))  
*Move that the February 2022 reports to be accepted*  
*(E Esnouf/A Bridgman- Carried)*

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*Moved that the meeting move into in-committee at 8:49pm for reasons of confidentiality in accordance with the local Government Information and Meetings Act 1987. The public are excluded.*

*(E Esnouf - Carried)*

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*Moved that the Board move back into “open session” at 8:53pm*

*(E Esnouf - Carried)*

#### 6. Administration

- Date of next Board of Trustees meeting - **02 June, 2022**
- Prayer for next meeting - Gallo

Meeting adjourned at 8:55pm

#### **Future Board of Trustees Dates for 2022:**

02 June; 07 July; 25 August (current Board’s last meeting); Board Elections 5-23 September; 29 September (new Board’s first meeting); 17 November; 08 December; 15 December (end of year gathering with PTA).

**Presiding Member’s Signature** \_\_\_\_\_ **Date** \_\_\_\_\_