



**Draft Minutes of the Board of Trustees Meeting of St Joseph's Catholic School – Takapuna
Held via Zoom on 26th August 2021**

Riaan Geldenhuys welcomed the Board and opened the meeting at 6:35pm

1. Opening Prayer

(E Esnouf)

Present: Alister Bridgman, Riaan Geldenhuys, Natasha Luxford, Bridget Allen, Gallo Boyle, Janie Ryder, Paula Vitali, Monsignor David Tonks, Eric Esnouf, Vanessa Bates

2. Administration Matters

a. Apologies : Tressa Joseph

b. Confirmation of the Agenda

Move that the Agenda be confirmed.

(A Bridgman– 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 meetings held on 08 July 2021 be confirmed as a true and correct record.

(A Bridgman/B Allen– Carried)

e. Matters Arising

None

3. Personnel

- A Murdoch began her maternity leave Monday, 16th August 2021.
- S Nikolic and L Bateman will job-share the teaching of HG19/Year 0 which starts Term 3, Week 6.
- S Nicolson has resigned her AP position effective the end of 2021. The appointment process for her replacement will begin immediately.

4. Strategic Review

(A Bridgman)

Annual Implementation Plan 2021 Term 3.1 Report

- Grandparents Day - A Term 3 highlight and the feedback from families and staff was very positive.
- Teacher Only Day - It was very productive and the Maths session with Anne Milburn was well received.

- School Production - *Aladdin* is up in the air due to the lockdown and we are considering several options. The school maintains the license until early 2022. There is a possibility to proceed with it in Term 1. Unfortunately the production can't be filmed due to copyright. Another option might be to stream the performance.

5. Alert Level 4

(A Bridgman)

- Introduced Google Sites once again (refer to linked document).
- The various teams are checking in regularly with the Tui team and everything seems to be going well thus far.
- Awaiting Monday's announcement regarding a potential lockdown extension and ensuring we're in line with MOE requirements.
- Monsignor advised the demand for food parcels has increased dramatically and if staff suspect there are families in need, to let the church know as they have parcels available. This will also be published via the Principal's Message and PTFA's Facebook page.

6. EPMP - Essential Property Maintenance Package

(A Bridgman)

- Last year the Government made the decision to allocate funding to schools for property improvements. However the allocation did not include integrated schools, who have been in negotiation with the Government ever since.
- These negotiations have come to fruition and the Government has now offered funding to integrated schools for health & safety, infrastructure and ILE.
- St Joseph's School has been allocated \$274,776 and it's been proposed the money is put towards refurbishment of HG 12 (previously the library) and HG 15-18.
- Alister moved money goes towards the proposed refurbishment (see linked document)

(A Bridgman/G Boyle- Carried)

7. 2022-2024 Strategic Plan

(B Allen)

- The Pasifika & Maori evening was postponed due to lockdown.
- "Ask My Team" survey reminders scheduled to go out to staff/parents, however student surveys will be delayed.
- The Strategic Team Planning Day tentatively scheduled for September 25th may be postponed; if so possibly conducted with social distancing if we're in Level 2.

8. Asset Protection

(A. Bridgman)

- Ratification of payments to the Creditors (June and July)
- Move that the June 2021 accounts for creditor payments to the value of \$101,689.01 and July 2021 accounts to the value of \$180,597.39 to be ratified.

(R Geldenhuys/G Boyle- Carried)

- Approval of monthly reports (June and July)
- Move that the June monthly reports to be approved.

(R Geldenhuys/G Boyle - Carried)

9. Administration

(R. Geldenhuys)

- Date of next meeting - 30 September 2021
- Prayer for next meeting - G Boyle

Meeting adjourned at 7:20pm.

Future Dates of the 2021 Meetings:

30 September; 18 November; 9 December; 14 December (end of year gathering with PTA).

Chairperson's Signature _____ **Date** _____