Signed by Date 2018

**St Mary’s School Board of Trustees**

**6a Cromwell St, Wakari, Dunedin in the Staffroom**

**Minutes of meeting held on Monday 12 February 2018 at 7:00 pm**

**Prayer and Welcome**

**Present**: Erin Barton, Rachael Deerness, Father Fredy, Caroline Walker, Jacquie Tetlow, Susan Kubala, Will Deerness.

**Election of Board Chairperson**

Nomination: Erin Barton

Caroline Walker/Susan Kubala AIF

**Apologies/Lateness**: Nick Sorensen

Erin Barton/Rachael Deerness

**Previous Minutes**

 *“That the previous minutes of 11 December 2017 be accepted.”*

Erin Barton/Susan Kubala

**Matters Arising:**

**Neighbour –**

Discussion held – around the issues.

Don’t make contact, report to police and keep ourselves safe

**Policies** – that we adopted the STA guidelines policies for – get correct wording”

Erin Barton/Caroline Walker

**Gifted and Talented**

Tracy about holiday pay … Erin to follow up.

**Correspondence Listed**

Education Gazette (in staffroom)

NZSTA STA news

*“That the correspondence in be accepted.”*

Erin Barton/Nick Sorensen

**Reports**

**Principal’s report**

see attached

*“That we ratify Rachael Deerness to the Principal of St Mary’s Kaikorai until the end of January 2019.”*

Erin Barton/Caroline Walker AIF

*“That we ratify Jeremy Morgan to 1 FTE teacher in the senior class until the end of January 2019.”*

Erin Barton/Caroline Walker AIF

 **DRS report**

See attached

*“That the Principal’s report incorporating the DRS report be accepted.”*

Rachael Deerness/Will Deerness

**Financial Report**

**Annual Accounts** (Still need to double check this with Bev)

*“That the Board approves the inclusion of a budget for the 2018 Statement of financial position and a budgeted Cash Flow which are derived from the Board’s 2018 operating and capital purchases budgets.”*

Erin Barton/Jacquie Tetlow

 *“That we ratify the December expenses of $22,360.60.”*

Erin Barton/Jacquie Tetlow

**Activity Donation –** to be increased by $5.

*“That the Board agrees to increase the activity donation that families*

*pay per student by an extra $5.”*

Will Deerness/Caroline Walker AIF

Add in an extra donation of $20 for the year for this will be to help cover costs of extra resources and other activities

*“That the Board agrees to add another $20 per family to accounts.”*

Will Deerness/Caroline Walker AIF

**General Business**

Bank and BBQ – Working Bee. Well attended, bank looking good. Petrol weed eater will be on loan and the school needs to pay for servicing, working bee. Roster to get the work done as well as organising more working bees.

**Marketing**

New Logo, Branding ourselves.

**Meeting Dates: 2nd Monday of the Month**

12 March -

9 April -

May -

June

August

September

November

December

**Meeting closed**:

8:10 pm.