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 March 2018 at 7:00 pm**

**Prayer and Welcome**

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

**Apologies**: Nick Sorensen

Erin Barton/Rachael Deerness

**Previous Minutes**

 *“That the previous minutes of 12 February 2018 be accepted.”*

Erin Barton/Susan Kubala

**Matters Arising:**

**Neighbour –**

Housing NZ have agreed to build a boundary fence, in talks with CEO about going halves – so hopefully no cost to the school.

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

**Gifted and Talented**

Tracy about holiday pay … All sorted. Papers corrected, signed and sent away.
Having a launch that we will invite a number of people too. Eligible for grants as it’s a new initative.9

**Correspondence Listed**

Education Gazette (in staffroom)

NZSTA STA news

*All Board members should be receiving emails from STA, if not please go onto their website and register. There are a number of training opportunities that the board chairperson encourages all members to attend.*

*“That the correspondence in be accepted.”*

Erin Barton/Father Fredy

**Reports**

**Principal’s report, including the DRS and the Curriculum – spelling.**

see attached

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

Rachael Deerness/Erin Barton

**Financial Report**

The commentary report from Solutions and Services is still an interim report.

 *“That we ratify the January expenses of $9434.44 and
February expenses of $11471.12.”*

Jacquie Tetlow/Erin Barton

**General Business**

**Marketing**

New Logo, Branding ourselves – still continuing. Ideas to Caroline and the promotion team. Get something designed up (3 ideas) then take to the community for voting on.

**March Roll Returns**

These were done on the return day.

**Police Vetting**

In the process of police vetting parents of children, which help out at school.

**Fundraising (PTA)**

Coming up – We have been invited to fundraise at the Family Fun Event on Good Friday in the Octagon. We see this as an opportunity to promote our school as well as raise funds. The Staff would like to see more parents helping out at our fundraising events.

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

9 April - Erin

14 May - Caroline

11 June - Susan

13 August – Father Fredy

10 September - Jacquie

12 November - Will

10December – Nick

**Topics for next meetings**

April – Strategic Plan

May – Self Review

**Meeting closed**:

8:30 pm.

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| **Tasks to be done** | **Responsible** | **Outcome** |
| School Logo | Caroline – promo team |  |
| STA email registration | All Board Members |  |
| Police Vetting | Jacquie/Rachael |  |
| Fundraising (PTA) | Jacquie |  |