

**St Mary's School Board of Trustees**  
**Monday 4<sup>th</sup> March 2019, 6:30 pm**  
**St Mary's Kaikorai School, 6a Cromwell St.**

**Agenda**

**Prayer and Welcome: Father Fredy**

**Apologies:**

**Minutes of previous monthly meeting:** awaiting approval

**Matters Arising:**

**Correspondence In listed and/or tabled:**

Letter & Update from Caritas Aotearoa New Zealand 13 December 2018 (attached)

Email from NZCEO 30.1.19 (attached)

Letter from NZSTA 13.2.19 (attached)

ASB Audit Confirmation Report 31.12.18 required by Deloittes (attached)

Education Gazette 28.1.19, 11.2.19 and 25.2.19

Letter of Resignation from Deanne Barton dated 17.2.19

**Correspondence Out:**

Acceptance of Resignation from Deanne Barton on 19th February 2019

**Reports:**

Principal's Report: Including Strategic Direction 2019-2021, Draft Budget, 2019 Charter, Analysis of Variance, Curriculum Delivery Plan St Mary's Updated 2019

Finance Report: December/January to be discussed next meeting but attached is:

- Reconciliation for December 2018 (Draft) – yet to complete January and now February.
- SMK Deposits December (Draft)
- SMK Creditors December (Draft)
- SMK Payments December (Draft)
- SMK Journals December (Draft)
- SMK Income and Expenditure Report December (Draft)

Bev not able to provide her report for December in time as I only just completed December transactions.

Budget:

Draft Budget to be discussed as per Principal's Report.

Include attached motions per Bev of Solutions & Services as circled

Invoices to be paid waiting for Approval:

1. NZ School Trustees Association Inc. - Invoice 18.10.18 - For \$311.45 being NZSTA subscription 1.1.19 to 31.12.19

**General Business:**

Elections: How many members?

Appoint Returning Officer/Secretary in next Elections