

Signed by: 

Date: 02 - 12 - 2019

St Mary's School Board of Trustees
6a Cromwell St, Wakari, Dunedin in the Staffroom
Minutes of meeting held on Thursday 17th October 2019 at 5:30 pm

Prayer and Welcome:

- Father Fredy

Present:

- Father Fredy, Corinne Guthrie, Caroline Walker, Stephen Finlay, Belinda Dillon, Nikka Barcos and Karen Crawford.

Apologies:

- Kyle Milner, Lynne MacDonal, Will Deerness and Susan Kubala

Previous Minutes:

"That the previous minutes of Monday 9th September 2019 be accepted."

Corinne Guthrie/Stephen Finlay

Matters Arising:

- Follow up from meeting with Bishop Michael:
 - Corinne met with Bishop Michael and Tony Hanning attended too.
 - Happy to extend 10% on basis that kids are enrolled towards dyslexia programme.
 - Anyone else (non-pref) other than 5% on a case by case basis.
- Update on dyslexia initiative 2020:
 - Call us a "Dyslexic friendly school"
 - Education advertising – allowing in budget. Caroline will talk to contact at Allied Press.
 - Caroline suggested outlining to families of school currently attending about the Dyslexia programme. Corinne will arrange.
 - Stephen suggested contacting GP's to get it out there.
- Change of funding provider re grant application for Master key changing on school buildings:
 - Board accepted change of funding provider to be Lion Foundation that grant application will be submitted to for Master key changing on school buildings.

"That the above matters arising be accepted."

Caroline Walker/Belinda Dillon

Correspondence In:

- OIA request re use of animals in schools.
- School Docs final stages.
- NZCEO 4.9.19 re brochures enclosed
- Caritas 26.9.19 Update Newsletter
- NZ Gazette 16.9.19 and 14.10.19

"That the correspondence in be accepted."

Caroline Walker/Father Fredy

Correspondence Out:

- None

Reports:

Principal's report:

- See attached and presented by Corinne Guthrie.
- Updated Target Students Beginning Term3 2019 Report MASKED: Presented by Corinne:
 - Various questions asked by BOT in relation to report.
 - Board asked anything can assist teachers with. Corinne advised funding has been sought but majority of needs not eligible for.

"That the Principal's report be accepted."

Caroline Walker/Father Fredy

DRS (Director of Religious Studies) Report:

- See attached and presented by Belinda Dillon.
 - Belinda and Corinne both said conference in Invercargill was great. Learnt lots.

"That the DRS report be accepted."

Stephen Finlay/Nikka Barcos

Financial Report:

- St Mary's Finance Report as at 17.10.2019 - refer attached and presented by Corinne.
- Solutions & Services Reports attached and include:
 - Commentary
 - Management Summary Report
 - Additional Reports
- Lynneth not able to report to us at this meeting but did have couple of questions for Corinne/Karen – yet to be received

"That the above including St Mary's Finance Report have been discussed and accepted"

Caroline Walker/Father Fredy

General Business

- School terms – Discussed and decided as follows:
 - Last day of 2019: Monday 16 December 2019 and being half day only.
 - Teacher only days as per Collection Agreement 8 days to use by July 2022 – decided will use 3, 3 and 2 each year respectively.
 - 2020 Teacher only days set at this stage to be Friday 29 May 2020 and 11 September 2020
 - Start date of 2020: Wednesday 29th January 2020
 - Finish date of 2020: Friday 11th December 2020
 - Thursday 30th January 2020, teachers at Professional Development by Nathan Wallace. Relievers will be arranged.

- Feedback Consultation night:
 - Great night
 - Forms to be handed out to families that didn't attend.
 - Great feedback

- Insurance Renewals:
 - BOT decided to Opt out of Cyber cover. Caroline & Corinne to sign renewal documents.

"That renewal of Insurance be approved"

Caroline Walker/Nikka Barcos

- Donation Scheme:
 - BOT decided to Opt in

"That Opting in to Donation Scheme be approved"

Caroline Walker/Stephen Finlay

- ERO (Education Review Office):
 - Corinne advised they will look at last report and check that those recommendations completed.
 - They will be made aware that lots of changes at school.
 - Corinne will complete ERO document and forward to Caroline for signing – to be sent back to them by Monday 21st October.

"That the above general business items be accepted as discussed"

Stephen Finlay/Nikka Barcos

Meeting closed at: 6.55pm