

Signed by:



Date: 09/09/19

2019

**St Mary's School Board of Trustees**  
**6a Cromwell St, Wakari, Dunedin in the Staffroom**  
**Minutes of meeting held on Monday 29<sup>th</sup> July 2019 at 6:30 pm**

**Prayer and Welcome:**

- Father Fredy

**Present:**

- Father Fredy, Corinne Guthrie, Caroline Walker, Susan Kubala (message received from Susan that will be late to meeting - arrived 7pm), Will Deerness, Kyle Milner, Stephen Finlay, Nikka Barcos, Lynne MacDonald, Belinda Dillon and Karen Crawford.

**Apologies:**

- None

**Previous Minutes:**

*That the previous minutes of Tuesday 2nd July 2019 be accepted."*

Corinne Guthrie/Caroline Walker

**Matters Arising:**

- Police Vetting: decided to get Alice Rietveld vetted.
- Finance: Lynne happy to assist with Finances.
- School Docx: Finished questionnaire.

**Correspondence In:**

- Email from NZSTA 3.7.19 re Primary Teachers' Collective Agreement
- Email from Alex Dieudonne of MOE 5.7.19 re Financial Training Workshop August
- NZ Education Gazette 1.7.19 & 22.7.19
- Email from NZEI Te Riu Roa 26.7.19 re Notice of Paid Union Meetings for Primary Principals

*"That the correspondence in be accepted.*

Kyle Milner/Will Deerness

**Correspondence Out:**

- None

**Reports:**

**Principal's report:**

- See attached and presented by Corinne Guthrie.
- Polyfest:
  - Father Fredy to talk with Corinne re Cultural Evening, maybe putting together something?
  - Joining in with other schools?

- Non-Preference:
  - Father Fredy said can ask Catholic Director for permission case by case.
- Dyslexia Programme:
  - Being the hub
  - Being looked into with assistance by Christine.

*"That the Principal's report be accepted."*

Father Fredy/Stephen Finlay

### **DRS (Director of Religious Studies) Report:**

- See attached and presented by Belinda Dillon.
- Belinda also mentioned about RE Learning on last day of Term 2 which was not included in her report.

*"That the DRS report be accepted."*

Father Fredy/Caroline Walker

### **Financial Report:**

- June - refer attached and read by Caroline Walker.
- Corinne and Caroline shared details to new members of the Board about finance responsibilities etc.

*"That the above including Financial Reports have been discussed and accepted"*

Nikka Barcos/Father Fredy

### **General Business**

- Special Character Review – draft discussed.
- Monday night meetings - suit majority and so will continue to be Monday's.
- Strategic Meeting - will be 1st meeting of Term 4.
- BOT Training - reminder to all attend on 22nd August.
- Monday 19th August - Parent & BOT invited at 7pm at Mercy Parish, South Dunedin.
- Appendix 2 - everyone needs to complete except Belinda. Corinne to assist.
- Contacting Wakari School - re case of person approaching child in the area.
- Families that don't have internet - deal by Spark mentioned by Susan Kubala
- Property Report - Will asked if anyone seen - maybe Ray White - Corinne to ring re sponsorship.
- Is Wakari zoned - Kyle and Stephen both said yes.

- Property Maintenance:
  - Boys toilets - replacing panel. Stephen to look at.

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

Caroline Walker/Corinne Guthrie

**Meeting closed at:**

7.55 pm