

Paterson
30/3/23

St Therese School Board of Trustees

Minutes of Meeting

Thursday 9 March 2023

Present: Ms Laura Geaney (Principal), Mr B. Kurian (Proprietor Rep), Mrs Lute Ata (Parent Rep), Mr J. Gregory (Parent Rep), Mrs L. Murillo (Parent Rep), Mrs R. Paterson (Minute Secretary)

Apologies: Father Arul, Ms V. Goodier

The meeting opened at 6.35 pm with a prayer from Laura Geaney

Benjamin Kurian welcomed all to the meeting. As it was our first Board of Trustee meeting, normal procedures were temporarily suspended and the first order of business Benjamin Kurian stood down as Presiding Member and Rosemary Paterson called for nominations for the position of Presiding Member for 2023.

Laura Geaney nominated Benjamin Kurian as Presiding Member 2023

Seconded: Lute Ata

Carried

Congratulations Benjamin, thank you for your continued support of St Therese School.

Minutes of Previous Meeting

The Minutes of 23 November 2022 were passed as a true and accurate record.

Moved: Benjamin Kurian

Seconded: Laura Geaney

Action Plan

School Van. No progress to report, investigation ongoing.

Quotes for Security Camera. Discussion was entered into and it was decided Benjamin and Jordan to meet to look at options and obtain quotes on costings.

Community Health Consultation. Laura Geaney reported she would like to present questions to the community at the Fono, planned for Term 2. Date to be determined once a guest speaker is confirmed.

Sub-committees. Finance, Property, and Roll Growth. A list of these will be forwarded to all Trustees.

Inwards Correspondence

Catholic Diocese of Auckland regarding the Proprietor's and Special Character Compliance Report to the Bishop. St Therese School is compliant with its Special Character obligations

New Zealand Catholic Education Office regarding a 'Statement of Catholic Church Leaders on Looking Forward from the Work of the Royal Commission into Abuse in Care'. Benjamin commented that Trustees be aware that St Therese School is not affected, and we have School Policies firmly in place.

Special Character Report

Laura Geaney reported the school community celebrated a beautiful opening Mass with involvement from all classes. A shared lunch with the students and families took place after Mass. Ash Wednesday was celebrated with a liturgy. Students are being trained as altar servers under Father Arul's tutelage and other students are being trained in the running of projectors and music,

Staff attended the Dedication Mass, some staff members have completed an RE paper Catholic Social Teaching and Laura is attending morning prayers in classrooms. Class Masses will resume in Term 2.

Laura Geaney moved that the Special Character Report be accepted.

Seconded: Benjamin Kurian

Principal's Report

As tabled and read through by Laura Geaney. Laura spoke of the Strategic Goals. Laura advised she has spoken to a Graphic Designer who will quote on sketches on our values. She has met recently with a Principal at a school who have made strong connections with Iwi and an email has been received from an Orakei Marae. Our aim is by the end of the year to have secured a connection.

Laura spoke regarding the change in reporting with the NELPs (previously the NAGS) relevant to Primary Schools. Objective 1 is Learners at the Centre. Learners with their whānau are at the centre of Education. An update of the Education (Physical Restraint) Rules 2023 document was tabled for the Board to peruse and noted that further updates will be made.

Laura Geaney moved that the Education (Physical Restraint) Rules 2023 Policy be ratified.

Seconded: Mrs Lorlene Murillo

It was noted that support staff are required to have authorisation to use Physical Restraint.

Laura tabled the End of Year Data Report for the Board to view and discuss. Laura read through the document and the results.

The draft budget was approved by the Board in 2022 and no changes have been made. There is no Financial Report until the next meeting.

Laura Geaney moved that the 2023 Budget be accepted.

Seconded: Benjamin Kurian

The Authorised user Report was tabled and there was confirmation the EdPay Online Access Report that Jane Kerr and Laura Geaney are the authorised EdPay users and employed by the school. The segregation of payroll duties is as follows;

Jane Kerr - Submitting payroll data and checking the timesheets, leave and activity histories.

Laura Geaney - Authorising changes and approving SUE Reports

The Board is assured that appropriate controls are in place at the school regarding payroll transactions and are consistent with the EdPay guidelines.

Laura presented the Cyclical Maintenance Plan to be approved and reported there are no big ticket items to be ticked off in 2023.

Laura Geaney moved that the Cyclical Maintenance Plan be accepted.

Seconded: Mrs Lorie Murillo

Primary Teachers have rejected their pay offer and it has been announced that strike action will take place on 16 March. The Board agreed to endorse their support to the Principal and Teachers strike action. The school will stay open for supervision only.

Benjamin requested Trustees to read through the other Policies and these will be ratified at the next meeting.

Laura Geaney moved that the Principal's Report be accepted.

Seconded: Mrs Lute Ata

The meeting closed at 8.30 pm with a prayer from Benjamin Kurian. The next meeting will be held on Thursday 30 March 2023 at 6pm.