

28/8/25

St Therese School Board of Trustees

Minutes of Meeting

Thursday 31 July 2025

Present: Father Arul (Proprietor Rep), Mr B. Kurian (Presiding Member, Proprietor Rep), Ms L. Geaney (Principal), Mr J. Gregory (Parent Rep), Mr M. Kebede (Parent Rep), Mrs R. Paterson (Minute Secretary)

The Meeting opened at 6.05pm with a prayer from Father Arul

Apologies: Mrs L. Ata

Items for General Business

St Therese School Strategic Plan was placed on the screen.

St Therese School Audit Report compiled by Moore Markhams was tabled for trustees to peruse. All is running smoothly and a very positive report with nothing untoward.

Minutes of Previous Meeting

The Minutes of 26 June 2025 were passed as a true and accurate record.

Moved: Mr B. Kurian

Seconded: Mr J. Gregory

Action Plan

Managing Income and Expenditure Policy to be ratified at the next meeting

Investigation of acquiring a school van is ongoing.

Inwards Correspondence

The resignation of Vicky Goodier as staff representative on the Board of Trustees was tabled. The Board agreed to forward a letter of gratitude for her services.

A letter from the New Zealand Catholic Bishops Conference was tabled regarding support of charitable organisations.

Principal's Report

As prepared and tabled by Laura Geaney (Principal). The New Zealand Police have delivered programmes across the school. These have provided our students with engaging learning experiences as part of our Health Curriculum. Term 3 promises many events with our Cultural Festival celebrating our diverse community and will be led by our senior students. Student-led Learning Conversations will take place providing a valuable opportunity for students to engage their parents with their learning.

Laura spoke about the Education and Training Amendment Bill which is currently being considered and will change the school's planning and reporting including the removal of the NELPs and Board Objectives. Strategic Planning for 2026-2028 involves meaningful engagement with our school community to help the development of our new strategic plan. The Board discussed and suggested an initial survey of what is important to our community, gaining feedback and then a broader consultation with themes to build on.

Laura informed trustees that an Attendance Management Plan will be required to be in place by January 2026 outlining how the school will monitor and respond to student absences. Work is in progress with the Stepped Attendance Response plan and will be tabled when complete for trustees to discuss.

Mid-year achievement data in Maths, Reading and Writing was tabled for trustees to view and discuss. Laura informed the Board that both junior teachers have successfully completed their BSLA (Better Start Literacy Approach) credentials through the University of Canterbury. Cicily has been accepted into the BLAKE Inspire Teachers programme taking place in the next school holidays providing hands-on experience of environmental education. Laura advised that Vicky has been offered a place in the Science Teaching Leadership Programme and what this would involve. Room 6 is participating in the Wonder Project Power Challenge providing hands-on STEM learning. The term's focus is on technology and the whole school will take part in an educational trip to MOTAT on Monday 4 August.

Policies

The Child Protection Policy was placed on the screen for the Board to view and discuss.

Laura Geaney moved that the Child Protection Policy be ratified.

Seconded: Mr J. Gregory

The Abuse Recognition and Reporting Policy was placed on the screen for the Board to view and discuss.

Laura Geaney moved that the Abuse Recognition and Reporting Policy be ratified.

Seconded: Mr J. Gregory

The Policy of Safety Checking was placed on the screen for the Board to view and discuss.

Laura Geaney moved the Safety Checking Policy be ratified.

Seconded: Mr B. Kurian

With regards to Property Laura reported the installation of the heat pumps have made a big difference to the staff and classrooms these winter mornings and will provide much

relief with air conditioning in the summer months. The gate intercom has now been repaired, and the roof of the office has also been repaired. Room 1 requires a screen, and Laura is currently obtaining quotes. The Board agreed they were happy for Laura to investigate and follow up. Thanks to Mehari Kebede for his support with property issues, it is greatly appreciated.

The appointment of Mrs Jane Kerr as the Returning Officer with the upcoming Board of Trustee Elections was passed by e-resolution and tabled.

Laura thanked the Board for her sabbatical which was hugely beneficial as she researched schools with similar rolls and gained valuable knowledge and ideas.

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

Seconded: Mr B. Kurian

Special Character Report

As prepared by Ms Vicky Goodier and tabled by Laura Geaney. The focus for Term 3 is A Tatau Whakapapa, Our Story. Each year group will be studying aspects of a phase of learning as follows:-

- Year 1 & 2 I am, Who am I?
- Year 3 & 4 My whanau, Jesus' whanau. To Whom do I belong?
- Year 5 & 6 Our school, our place. Where am I?
- Year 7 & 8 Together in our world. Who are Catholics?

Other events celebrated have included Assumption and the Catholic Caring Mass. The Parish Sacramental programme is on site on Saturdays 3-5pm

Laura Geaney moved the Special Character Report be accepted

Seconded: Mr J. Gregory

Finance Report

As tabled and read by Benjamin Kurian. There was \$479,225 in the bank at the end of June.

Benjamin Kurian moved that the Finance Report be accepted.

Seconded: Mr J. Gregory

The Board entered into a round table self-review.

The meeting ended at 8pm with a prayer from Father Arul. The next meeting will be held on Thursday 28 August 2025 at 6pm.

Action Plan

Action	Person Responsible	Deadline
Managing Income and Expenditure Policy to be ratified.	All Trustees	Next Meeting 28 August 2026
Investigation of the purchase of a school van	Laura Geaney	Ongoing