

BOARD OF TRUSTEES MINUTES
Wednesday 25 May 2022 Meeting
School Library
Cardinal McCreefry School

PRESENT

Peter Hijzen (Principal), Satvinder Bains (Deputy Principal), Antonio Ybarra (Presiding Member), Briugot Wylie (Staff Rep), Martin Fukac, Duncan Scott, Priscilla Agius, Father Ron Bennett, Jo-Anne Day (Board Secretary)

APOLOGIES Mike Hartley

PRAYER Bridget

MEETING COMMENCED 6:35pm

DECLARATIONS OF INTEREST

- No new declarations of interest were noted.

ADMINISTRATION

Prior Board Minutes Approval

Resignations of Board Members

- Note- Antonio and Duncan resigning as Board members was discussed at the last meeting. It was also mentioned that Priscilla may potentially resign also.
- Further discussion on the Board Election process will be covered in 'Other Business' later in this meeting.

Approval of the Board Minutes was moved by Duncan and seconded by Priscilla

CHARTER DEVELOPMENT

Localised Curriculum

- The Board briefly covered the curriculum document.
- It was discussed giving Peter the opportunity to read and digest the document before reviewing this further in depth.

Agenda Item for next meeting- Localised Curriculum

POLICY REVIEW

School Docs

Agenda Item for next meeting- Will be completed together as a group.

Principals Report

The Principals Report included-

Regular COVID Update

sKids -School Holidays

- sKids have contacted the school and due to staff shortages (mostly covid related), the next school holiday program will be combined with sKids St Teresa's and will take place at St Teresa's School.
- This is yet to be announced to our school community, but since this information is already getting shared with some existing sKids parents, we will advise our families in our next newsletter.

Cybersafety Breach

- The Board discussed the recent incident involving a student logging into another child's account. This involved the student using their peers password, and the student then sent some inappropriate content to others, this happened outside of school hours.
- We will send new cybersafety agreements home to all tamariki to be signed by tamariki and parents and to be returned to school.
- Students will not have access until these forms are returned.
- All passwords will be reset and teachers will reiterate the importance of keeping passwords private and not sharing passwords.

School Roll

- We have 2 tamariki leaving this week who are moving overseas to Australia.
- We are currently expecting 5 new entrants to begin throughout the rest of this year.
- The Board noted that our maximum roll is 270 students, 10% of which can be non-preference, which equates to 27 students.
- We aim to make it more widely known that non-preference enrolments are option to families that aren't Catholic.

Staff Sickness

- We had experienced some covid-related sickness within our staff.

Finance Report

- The current finance report hasn't been provided as yet, we will have the April and May reports to review at the next Board meeting in June.

Netball Courts - Revenue

- It was again highlighted about the potential of revenue to be raised eg coffees, sausage sizzles, during the Saturday's games.
- It could be difficult to manage this with volunteers from our school as our community is small.
- The PTA have discussed the possibility of charging a small fee for allowing other schools/groups to fundraise at the games.

The Principals Report was moved by Peter and seconded by Martin.

Senco Report

- It was expressed that the current reports and tables provide only a snapshot of the current classifications & criteria applied, without a full understanding gained to then make informed decisions.
- A request was made to provide more detail on the number of students that are identified as 'At Risk' and 'Moderate Needs', and more of a breakdown of where the tamariki currently sit and why.
- There is a recognised need to supply the Board with additional information to make more informed decisions when presented with these findings.
- The concern of privacy breaches was raised, and it was identified that it needs to be maximum sharing with minimal identifiable specifics shared eg ethnicities, genders.

Action- Peter will further examine the points raised and provide some suggestions /recommendations

GTT

- The Board expressed their appreciation to Bridget and the others involved in the highly valued GTT programme at our school.

Building/Property

- The fence has now been repaired.
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Grant Audit/Update

- No update as Mike put in an apology for this meeting.

School Operating Budget Draft FY-22

- This has now been reviewed following clarifications of the comments that were noted in the prior draft.
- School Operating Budget Draft FY-22: **Still in Progress to be revised**

Maritiki Event

- Our Maritiki event is scheduled for Thursday 23 June 5pm, and will involve kite flying, homemade soups made by GTT, and the PTA will provide some slices & biscuits.

PTA REPORT

- Satvinder attended the last PTA meeting.
- The PTA is considering applying some funds towards robotics following staff recommendations.

PARISH REPORT

- Father Ron updated the Board on recent Parish activity.

Other Matters:

Board Election

- There are some rule changes that will come into effect on 22 June, resulting in changes of how we run our elections.
- The elections will take place in August/September.
- We will inform our community of the election details in an upcoming newsletter in the near future.

Agenda Item- At the next Board meeting we will aim to create a plan of action for our Board elections.

Working Bee

- We will approach David to find a date that he is available for the working bee, and we will then send out invitation to our community for volunteers.

School Promotion - Peter

- The school is greatly lacking in promotional material eg information packs.
- We need to create & print professional promotional material to help to promote our school.
- Peter outlined his plan of action to focus on marketing, the school website, and social media eg Facebook, and visits to childcare facilities etc.
- Peter requested access to the professional photos that were taken, the banner that was designed earlier.

Action- Priscilla will share the google folder of the photos to Peter & Jo-Anne.

Action- Martin to forward the banner image to Peter

Correspondence Received:

LWOP Request- Laura Thomsen

The correspondence received from Laura Thomsen regarding LWOP was granted and moved by Peter and second by Antonio.

Note- (not listed on the agenda) – Jo-Anne to check if Brigitta & Father Ron received payments for 2021 Board meetings.

AGENDA ITEMS FOR NEXT MEETING (this includes standing items,

PRAYER-

ADMINISTRATION

- Review of Actions from Previous Meeting
- Confirmation of Minutes

CHARTER DEVELOPMENT

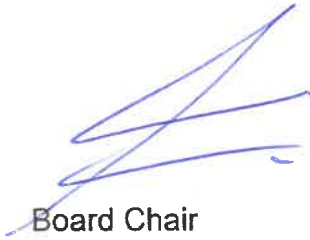
POLICY REVIEW

PRINCIPALS REPORT

OTHER MATTERS

NEXT MEETING Wednesday 29 June 2022

Meeting Concluded at 8:30 pm



Board Chair

28/6/2022

Date