

**BOARD OF TRUSTEES IN COMMITTEE MINUTES**  
**Wednesday 30 June 2021 Meeting**  
**School Library**  
**Cardinal McKeefry School**

**PRESENT**

Tania Savage (Principal), Antonio Ybarra (Presiding Member), Bridget Wylie (Staff Rep), Duncan Scott, Father Ron Benett, Brigitta Kijono-Utomo (via google meet), Martin Fukac, Priscilla Agius, Mike Hartley, Jo-Anne Day (Board Secretary)

**APOLOGIES** None noted

*The Board went into Committee at 6:34pm*

*Staffing Organisation 2022-2023 Exploration Paper – please refer to attached paper.*

*The purpose of this paper is to provide trustees with an understanding of the importance of the number of students enrolled at the School; to highlight the risks to maintaining or increasing our current roll; and to provide an opportunity to discuss way of mitigating and/or managing these risks.*

**Key points in the paper include-**

- How does the Schools' role affect our current funding, number of classes and number of teachers?
- What are we doing to maintain and grow the School's roll?
- How have we been doing over the last five years?
- How successful have we been in attracting and retaining new students?
- Underlying issues that are impacting our roll
- How other local schools might be experiencing similar challenges.

**Points to note discussed-**

- To be a sustainable school our aim is to have a roll of at least 85 students.
- The identified risk of 'Unsustainable' is considered (>80): if the school roll drops to somewhere in the 60s or 70s, then in the medium term (after one year), we will need to restructure the school and reduce the number of classes.
- As a Catholic school we are required to keep within our allowed ratio of preference and non-preference students as part of our integration agreement.
- We are currently funded for 4.7 FTTE. The year before last was funded by the Board to cover the .3 FTTE deficit, as initially Tania was teaching to cover the .3

FTTE, but it was decided by the Board that the preferred option was to release Tania from the .3 teaching commitment, which allowed her to focus entirely on the Principal role.

- The July Roll Count will to be submitted to MoE at the 1<sup>st</sup> July.
- Our prediction of new entrants intake is 12 students.
- The Board discussed engaging the school community to help to promote our school.
- At the end of September, we will be notified how much funding we have been granted for the following year.
- We receive \$10,000 to \$12,000 in funding per child, so our operational budget will reduce if our roll drops.
- The Board decided to form a working group to continue to develop and move forward with ideas & suggestions that were identified within the discussion on how to market our school and grow our school roll.

**Decision- Antonio, Martin, Priscilla and Father Ron will form a working group to brainstorm & research ideas to market our school, and grow our roll. Antonio volunteered to lead the working group.**

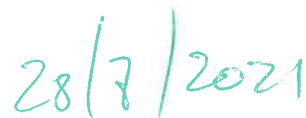
**Action- The working group will present some ideas at the next Board meeting.**

**In Committee Minutes 26 May Meeting were moved by Duncan and seconded by Priscilla.**

***The Board went out of Committee at 7:34***



Board Chair



Date