



## Minutes of Ordinary Monthly Meeting St Joseph's School Board of Trustees 13 August 2025 – 6.00pm Staffroom

**Present:** Brenna Sugrue, Leigh McNamara, David Johnson, Debbie Dick, Rusty Sullivan, Tania Teahen, Charlotte Bowan, Fr Jolly, Nicola Nimo, Aleisha Coskerie, Toby Beeby, Paddy O'Reilly

**Apologies:**

**Welcome:** Tony, Aleisha and Paddy to the Board

**Prayer:** Video

**Additions to Agenda:**  
Nil.

**Previous Meeting Minutes**  
Nil.

*It was moved "that the 18 June Minutes as circulated, In Committee Minutes be taken as read and confirmed".*

Charlotte / Debbie – **Carried**

**Matters Arising from Previous Minutes**  
Nil

**Correspondence**

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**Additions to Correspondence**

Matt O'Connell from Diocese thanked the School and Parish for support of the prayer conference.

**Matters Arising from Correspondence**  
Nil.

*It was moved "that outwards correspondence as per attached sheet be approved and Inward correspondence be received".*

Brenna / Debbie – **Carried**

## COMPLIANCE REPORTING

**In Committee**  
Nil.

## Curriculum/Principal

### **Principal's Report**

Presented to the Board and read prior to the meeting.

- Advertising for the tagged teaching positions has been in the Gazette since the beginning of August. We have received 4–5 applications from NZ tagged teachers.
- Release for Room 1 – Sam Mathewson taking sport on Tuesday afternoon.

- Catholic Review Office here on 25-26 August looking at school wide practices and teaching of religious education. Brenna provided an overview of what the review process will look like. Survey for Board members to complete – sending to previous Board members also. Meeting with students and teachers, Charlotte and David.
- Prayer Conference in Temuka – 187 attended from community.
- Wonderful Mary MacKillop Day event, though it was wet.
- Possibly will only have 5 teaching positions for 2026 – will know sometime in October.
- To do a school brochure mail drop around Temuka.
- Three students went to Opihi College to Chess competition and had a great day.
- Jubilate went really well.

*Move the Principal's report be accepted.*

Brenna / Charlotte – **Carried**

## Self Review

- **Overview of Technology** – Year 7&8 at Opihi College. Brenna to forward information.
- **Mid Term Data** – Data this year from new curriculum, last year from old curriculum so some disparity with curriculum objectives changing. Same for reading, writing an area of concern – but end of last year working At 74% - will look better by end of year.  
Reading – Year 0 75% Within, Year 1 43% within, Yr 2 reading 67% within, boys working at 50% expected level and girls 71%. Yr 3 86% within, Yr 4 reading of concern – 53% within but sitting on cusp with having trouble with comprehension, working hard on. Yr 5 tracking well with 92% within - boys 100% of boys within. Yr 6 64% within. Yr 7 62% within (5 out of 8 students). Yr 8 72% working within and 60% boys working within and girls 87.5%.  
Writing – Yr 0 50%, Yr 2 64%, Yr 3 43%, Yr 4 43%, Yr 5 70%, Yr 6 64%, Yr 7 25%, Yr 8 56%. New curriculum not using the Beyond section. Writing the area to look at next year and by the end of the year will have a clearer idea. Will do some work around moderation with new curriculum with more guidance by then. Will receive an electronic test for students across NZ, teachers still have overall judgement.  
Maths – Yr 0 75%, Yr 1 71.5%, Yr 2 57%, Yr 3 86%, Yr 4 33%, Yr 5 86%, Yr 6 73%, Yr 7 75%, Yr 8 56%.
- **Attendance** – 2025 breakdown. Term 2 increase of attendance from 2024. Majority of reasons away due to illness. Regular attendance at 83% for Term 2. Trend heading in the right direction.

## Staff Report

Leigh

- **Union Meeting** – School open as not all teachers are Union members.
- A few illnesses at present and getting cover can be challenging.
- School Production at end of term – working hard on this.
- Kapa Haka practice for FLAVA for end of term – registered in non-competitive competition.

## Finance

- **Finance Reports to end of June and July 2025**

*It was moved “that the Financial Reports for the month of June and July 2025 be adopted and that all expenditure shown therein be ratified and that the above motion be passed.”*

Charlotte / Debbie – **Carried**

- **Draft Mid Year Budget 2025**

*It was moved to approve the Mid Year Budget with an operation deficit of \$58,942 and a capital budget surplus of \$216,620.*

Charlotte / Debbie – **Carried**

- FOSJ donated \$1,000 towards Senior Literacy.

## Property / P/P/P

- **Playground Update** – Huge thanks to Rusty for pulling out the old playground.
- **Carus Plan for exterior painting** – 1 September for painting. Back of school during school day and in school out of school hours.

## Health & Safety

- **Opihi College Food Technology Report** – Year 7&8 at Opihi College. Brenna to forward information.

## Administration

- **Attestation** – Attestation Report completed. Brenna / Leigh – **Carried**
- **Minivan** – Rusty questioned is there a possibility of the church going in for a van with the school. Possibly if we get money from section we could buy a van.
- **Sections** – Heard nothing, possibly write a letter. Fence could go up any time.  
Paddy overview – Paddy was first chair of BOT here, Chair of Parish Council – communication between two bodies. Paddy taken over property role of Temuka, Dave Attwood stepped back. Council to change section land use. Paddy hopes to speak at Mass with an update. Will need working bee before fence goes to move part of Taniwha Garden. Paddy to talk to Dave Attwood.  
Verbally told we would get half money of one section – Paddy to look into.  
Charlotte to send a briefing to Paddy.  
Possibly put some timber pews up for auction at quiz night. To leave in hall as an example – reserve \$120-130 – put on Facebook and newsletter.
- **BOT Elections Update** – At the close of nominations, as the number of valid nominations was fewer than the number of vacancies required to be filled the following were elected – Rusty Sullivan, Tania Teahen, Debbie Dick, Aleisha Coskerie and Toby Beeby co-opted.
- Thank you to Charlotte, David and Nicola for their contribution to the Board.

### ***Bishops Reps Report – Fr Jolly, David***

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## Community Partnership

**COL** – Finishing at end of year. Beneficial working together and will continue as Catholic schools.

**FOSJ** – Quiz night next Friday and coming on well – 18 teams registered, with more to come. Great raffles, auctions and DJ. Advertise Quiz night in Parish newsletter.

### ***Pastoral Council***

Nil.

## Special Issues/General

Nil.

## Reflections

### ***What have we done to improve the quality of education for our school?***

Bought on some new people, fresh thinking and new ideas.

**Meeting Closed:** 7.40pm

**Next Meetings (4<sup>th</sup> and 9<sup>th</sup> week of each term)**

**2025** (suggested dates)

**Term 3:** 3 September

**Term 4:** 29 October, 10 December

**Minutes Moved:** \_\_\_\_\_

**Presiding Member:**

\_\_\_\_\_ **Date**