

Board Meeting Minutes

2 April 2025



MEETING OPENED: 5.30 PM

Present: Present: A. Richards, N. Bradley, B. Leadley, A. Johns, B. Walker, T. Malone, Fr. Rick, S. Bennett

Apologies: L. Anderson, K. Read, P. Fojas

MOTION: That attendance is confirmed, and the apologies are accepted.

N. Bradley

CARRIED

Administration:

Prayer: B. Leadley opened with prayer

Whakatauki: The meeting whakatauki was shared by A. Johns.

Special Character PLD: The board watched and discussed a video from the Catholic Education Office.

Meeting Agenda: Minutes of the previous meeting were shared with all board members before the meeting.

MOTION: The meeting agenda is approved

N. Bradley

CARRIED

Declarations of Interest: Nathan advised that a relative has made submissions on the Sunsafe policy.

Minutes of the Previous Meeting: Previous minutes were tabled for discussion.

MOTION: The minutes of the previous meeting are approved as a true and accurate record of the previous meeting.

B. Leadley

CARRIED

Matters arising from the Minutes: None

Correspondence: The Correspondence Schedule was tabled for discussion.

MOTION: Approve the Correspondence.

MOTION: Approve the PASL subscription

MOTION: Sign the Living Wage Pledge

B. Leadley, S. Bennett

CARRIED

Monitoring

Operational Report: The Operational Report was tabled by A. Richards for discussion.

MOTION: Accept the Principal's Operational Report – April 2025.

B. Walker, B. Leadley

CARRIED

Annual Plan Implementation Report: The Report was tabled for discussion by A. Richards.

MOTION: Accept the Annual Plan Implementation Report

B. Leadley, Fr. Rick

CARRIED

Financial: The Financial Report was tabled by S. Bennett for discussion.

MOTION: Accept the Financial Report for April 2025

B. Leadley, N. Bradley

CARRIED

Governance

Cohort Entry: The Community Feedback on Cohort Entry was tabled for discussion by A. Richards.

MOTION: Authorize the Principal to request a move to Cohort Entry from the Ministry of Education for the 2026 school year.

B. Leadley, S. Bennett

CARRIED

Policy Review: The School Docs Policy Updates for Concerns and Complaints, Finance and Asset Management and Physical Restraint were tabled for discussion. The Sun Safe Policy was also tabled for discussion.

- N. Bradley and A. Richards will meet to compare the updated Concerns and Complaints to the St Joseph's School one. They will report any findings at the next board meeting.
- The Board believed the policy was appropriate and referred the matter to the principal to consider how procedures could be enhanced. The Principal proposed the following procedural changes: A routine would be established to encourage sunscreen use in terms 1 and 4. Sunscreen and hats will be available to children in terms 2 and 3.

MOTION: The board ratified the Sun Safe enhancements suggested by the principal

B. Leadey, N. Bradley

CARRIED

Code of Conduct: The updated Board of Trustees Code of Conduct for State-Integrated Schools

was tabled by A. Richards for discussion.

MOTION: The board adopted the Code of Conduct for Catholic State Integrated School Board Members.

B. Leadley, N. Bradley
CARRIED

MOTION: The Board Agreed to fund a health and safety check on old buildings.

T. Malone, N. Bradley
CARRIED

Community Communication: The following information will be shared with the community in upcoming newsletters: Cohort Entry feedback and BOT Elections.

MEETING CLOSED: 6.40 PM