



Minutes of Ordinary Monthly Meeting St Joseph's School Board of Trustees 29 October 2025 – 6.00pm Staffroom

Present: Brenna Sugrue, Leigh McNamara, Debbie Dick, Fr Jolly, Aleisha Coskerie, Toby Beeby, Tania Teahen

Apologies: Paddy O'Reilly, Rusty Sullivan

Welcome: Nicholas Williams

Prayer: Karakia – Nicholas Williams

Additions to Agenda: RAMS Big Day Out Yr 0-3 – Signed by Debbie

Strategic Plan: Nicholas Williams

Previous Meeting Minutes

Nil.

It was moved "that the 3 September Minutes as circulated, In Committee Minutes be taken as read and confirmed".

Debbie / Aleisha – **Carried**

Matters Arising from Previous Minutes

Nil

Correspondence

- Letter from Erica Stanford to the Board

Additions to Correspondence

Nil

Matters Arising from Correspondence

Nil

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

Debbie / Brenna – **Carried**

COMPLIANCE REPORTING

In Committee

Nil.

Curriculum/Principal

Principal's Report

Presented to the Board and read prior to the meeting.

- Taniwha garden hut vandalism – hard to get action from Police, Brenna would like students involved to be trespassed from school and be accountable for their actions with a donation for repair of hut – one student gave a letter of

apology and given \$50.00.

- Advertised junior school position – not looking promising employing a tagged teacher.
- Great to have the positive feedback from production. Very affirming time for staff.
- New curriculum from government which looks very different than what currently working on.
- Keeping 6 teachers for 2026.
- Approach from parent wanting 2 non preference students to come. To double check non preference roll and Brenna to make a decision.
- Road closures next week. To place cones and make a crossing to stop cars from parking. This will enable students to safely cross the road. Alpine Energy generator to power school.

Move the Principal's report be accepted.

Brenna / Leigh – **Carried**

Self Review

- Nil.

Staff Report

Leigh

- Production, busy term with camps and enquiry topic looking at keeping ourselves safe.
- Staffing 2026 – Donnella's resignation received. Offered a position with RTLB.

Finance

- **Finance Reports to end of September 2025**

It was moved "that the Financial Reports for the month of September 2025 be adopted and that all expenditure shown therein be ratified and that the above motion be passed."

Debbie / Aleisha – **Carried**

- **Property Maintenance Grant** – Received a government topup of \$6,572.
- **Asset Register** – Asset registered received from Solutions and Services and been updated.
- **ANZ Signatory** – To add Aleisha as signatory to authorise accounts.

Property / P/P/P

- **New Office Block** – Brenna had a meeting with Mike Nolan today regarding administration block upgrade. To keep original block but decommission the building and build us a new larger administration area. CEO office writing up plans. Building potentially in 2026. Decking and bifold doors through senior school also being priced. For administration block possibly have a working bee to paint to get up to date. **Playground Update** – Still being worked on, may need to put together a subcommittee. Just purchased 2 frisbee golfs.
- **Painting** – Carus Contract. There was a misunderstanding due to change of staff at Carus with painting. Carus apologised at meeting with Brenna today, negotiated we pay the \$26,000 schedule for this year's painting of Room 1&2 and roof. They will return in holidays and paint Room 3 and Room 5 for free. Quote for room 3,4 & 5 – get 2 rooms painted. Pay first amount this year and remaining in 2026.

Health & Safety

- Broken arm today and rope between legs on playground.

Administration

- **Board Training – Nicholas Williams, Strategic Plan**
Strategy about BOT thinking about change, what to maintain and what we want to do that's different. Reflections on conversations Brenna had with staff: Success stories and barriers. Three goals been working through and 3 initiatives for each goal – Faith, Thriving, Wellbeing. *Successes:* Maths focus this year. DRS implemented programme successfully. Achieved a lot and great to see success stories fitting in with initiatives. Structured Literacy – a Teacher Aide has become a LAT and had training. ERO and Catholic External review this year very positive. Staff on same page throughout the school seeing

progressions. Clear expectations throughout the school – co-constructed with students. Production a great success. Flexibility in staffing. Extra help for students with engagement in learning. TOD contents – maths, great to hear on right track and ahead of the game.

What we are proud of as a BOT member/staff member – Positive encouragement for staff supporting students, school values, opportunities that produce pride, student engagement – everyone wants to be involved, understand and unity with staff and parents, funding and support for all students, collaboration and support, bouncing ideas, communication and clear messaging throughout the school.

Barriers: Te Puno Reo website not fit for purpose, cultural weeks – focus more on yearly plan, change of curriculum again, children unmet expectations, home life/school balance, family engagement and school communication, assessment tools – nothing from Government, filling tagged teacher position, more release for teachers but not enough relief teachers, consistency of staffing.

Consistency of staff turnover, higher needs of students, change of curriculum and uncertainty of knowing where children are at, wider school engagement, beginning to have cultural engagement from local iwi.

Imagine yourself 3 years from now – better understanding as a parent of child's learning and how school plan works and succeeds, more parish and school connections, quality teachers tagged and untagged teaching Te Reo through school, school of choice, fully staffed tagged value driven school with regulated learners and consolidated curriculum, packed BOT/classrooms/teachers, happiness and proud to be part of a great school.

Suggested Changes – MOE priorities – curriculum, literacy and numeracy, reporting, improved teacher training, strong learning support, greater use of data, attendance.

Faith – Further strengthening and integrate our outreach programme to strengthen faith of students, implemented faith values within school and further develop them, continue to implement RE curriculum and focus on assessment. Could add to continued development of curriculum make sure new staff are well supported. AI and how going to use – AI tools being developed, policy and staff development, explore AI assessment tools. BOT agree in principle with wording adjustments. Changing initiatives and keeping the goal.

Thriving – Implementation of English and Maths curriculum maybe more generic about updated curriculums coming – will be including all curriculum areas – create an initiative that incorporates this. Utilise available assessment tools etc – kept that goal. Good planning and collaboration to create change. Consistency, clear understanding and guidance what assessing against. Support with teachers and relevant PD sessions, good structure with consolidated programmes within school.

Wellbeing – Feel PD of Te Reo Maori through Te Puna Reo site needs to be changed and continue to strengthen Te Reo use. Brenna has been engaging with facilitator over last couple of years. Keep celebrate cultural events and practices but with a more organised timetable. Connection with local iwi. Beginning expertise from local iwi. Wellbeing in support of whole staff and students not just culturally. Is goal cultural development or wellbeing? Two goals encapsulated in one goal. Manaakitanga under goal two – emotional self regulation of students and changing needs of students in school, what would we need to develop.

Rethink of third goal and come back to it.

Next steps to continue process – Come back to goal three by starting with staff and feed back to BOT at next meeting. Seed ideas from BOT. Email to Board to think and comment on. Once clear share with wider school and ask for feedback.

One word to summarise Strategic Plan – Interesting, content, hopeful, structure, excited, pleased, informative, driven. Nicholas thanked BOT for our contribution, in a good place. Congratulations – celebrating all the progress made over the last couple of years.

- **Attendance Term 3 Summary** – Majority of absences was sickness. Offer flu jab to staff they would like to.
- **RAMS Forms** – Yr 7&8, Rm 4 and Big Day Out Camps. Signed by Debbie.
- **National Roadshow** – Not attended but Brenna has all the information from Government.
- **Phonics Check Results** – From a very small number of schools.

Bishops Reps Report – Fr Jolly, David

- Invitation for volunteers to appreciation day on Sunday 2 November.
- Parish school event. Contact Lyndall.

Community Partnership

COL – A social event next Friday to finish off COL for all teachers. Committed to meet once per term with Principals and continue meeting together for PD.

FOSJ – Juicy fundraiser. Disco coming up for students on 21 November. To Make up baskets from leftovers from quiz night and give out to 3 families in a random draw – to do just before end of term.

Pastoral Council

Nil.

Special Issues/General

Nil.

Reflections

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

Strategic Plan – moving forward.

Meeting Closed: 9.15pm

Next Meetings (4th and 9th week of each term)

2025 (suggested dates)

Term 4: 10 December

Minutes Moved: _____ **Presiding Member:**

_____ **Date**