



GOOD SHEPHERD SCHOOL BOARD OF TRUSTEES



'Together we Learn and Care'

30 Telford Avenue, Balmoral, Auckland 1041
(09) 620 4962

MINUTES OF MEETING Tuesday 13 April 2021

OPENED:	The meeting opened at 7.00pm.		
PRESENT:	Aaron DeLacey Jane Hahn Nicola Maddox	Daniel Erickson Mele Kautoke Stephen Rewcastle	Heather McLeod Graeme Twose
APOLOGIES:	Monsignor Bernard Kiely	Bianca Prentice	

Opened: The meeting opened at 7.00pm with a prayer led by Heather McLeod.

Declaration of Conflicts of Interest

Conflicts of interest declared: None.

Principal's Report

The Principal's Report was taken as read, with the following points highlighted.

Catholic Special Character

Feedback from draft report from external Catholic Special Character review conducted late last year was very positive. It included a recommendation to implement a scaffolded Te Reo and Tikanga plan to ensure students' knowledge in this area is developed and matured during their time at Good Shepherd. Final copy of the report is to be sent to the board.

Student Achievement Targets and Analysis of Variance 2021

Jane H. spoke to the circulated student achievement targets for 2021, which are focused on the mathematics learning area. The targets will aim to reduce the effects of COVID disruptions and are aligned to the Auckland Central Catholic Kāhui Ako targets.

The Board resolved to approve the Targets for Raising Student Achievement and Analysis of Variance 2021 for submission to the Ministry of Education.

Good Shepherd School Annual Action Plan 2021: Ka Hikitia and Tau Mai Te Reo

Draft action plan responds to refreshed documents that were circulated and discussed late last year, and builds on the good work in this area from previous years. A strategic document will also be developed based on the Action Plan for Pacific Education 2030 Vision.

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Professional Learning and Development

School has been successful in application for PLD support in mathematics from Ministry of Education

Principal's Appraisal

Initial meeting with appraiser, Jocelyn Uasike, has occurred, to discuss goals and next steps.

Roll

There have been a number of transfers into Good Shepherd School from other schools. All are preference students.

PTA

Congratulations to the new executive. PTA have decided to run the fair this year, and request that the Board sets a funding theme. Discussed some options including heat pumps for classrooms, improvements to the hall, and fencing of the school site.

Action: Jane H. to arrange a meeting with the Catholic Schools Office property team and available board members.

Finance

The Finance Subcommittee has not met this month.

Jane H. spoke to the revised Cyclical Maintenance Plan 2021. Some changes still to be made.

The Finance Subcommittee move that:

The Board approve the February and March 2021 payments

The Board approve the Draft Financial Statements 2020 for audit

The Board resolved to approve the February and March 2021 payments

The Board resolved to approve the draft Financial Statements 2020 for audit

Action: Jane H. to clarify Cyclical Maintenance Plan 2021 for next meeting.

Health and Safety

Jane H. spoke to the circulated Health and Safety Committee Minutes of 7 April 2021 and Bullying Prevention Team Minutes of 7 April 2021.

Primary issues raised are fencing and purchasing a defibrillator for our site.

Action: Jane H. to discuss purchase of defibrillator with parish.

The Board resolved to accept the Principal's Report.

Personnel

At 8.27pm the board moved "in committee" to discuss personnel.

Moved: Chairperson (no second required)

The board moved out of "in committee" and returned to the regular meeting at 8.40pm.

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Education Review Office External Review 2021

We have received notification of an external evaluation of Good Shepherd School by ERO in 2021. ERO is adopting a new approach this year but there has been no clarification around timing of review.

Action: Board members to review school stewardship domains in the link provided in board papers.

Community Consultation 2021

This is scheduled to take place next term.

Action: Jane H. to organise meeting of those trustees available to plan next steps in consultation.

Policy Reviews

The following draft policies were presented for discussion:

- Catholic Special Character
- Curriculum Delivery
- Learning Support
- Enrolment

Draft Learning Support Policy included reference to the United Nations Convention on the Rights of the Child (UNCROC).

Action: Board members to read the Articles of UNCROC and discuss relevance to school policies via email.

Action: Jane H. to update the Enrolment Policy wording to include reference to exercise of the policy subject to the discretion of the Board Chair and the Principal.

ACTION LIST FROM THE MEETING ON 2 March 2021

Action

By

Result

There were no actions recorded from the previous meeting

Minutes of the Last Meeting

There were no matters arising from the Minutes of the previous meeting.

The Board resolved to accept the Minutes of the Board meeting held 2 March 2021.

Correspondence

There were no matters arising from the correspondence.

CLOSED: The meeting closed at 9pm with a prayer led by Heather McLeod.

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NEXT MEETING: 25 May 2021

Chair
25 May 2021

ACTION LIST FOR MEETING ON 25 MAY 2021

Action	By	Result
1. Arrange meeting with CSO property	Jane H.	
2. Clarify Cyclical Maintenance Plan	Jane H.	
3. Discuss purchase of defibrillator with parish	Jane H.	
4. Review Stewardship domains	All trustees	
5. Organize meeting for consultation planning	Jane H.	
6. Read and discuss UNCROC articles	All trustees	
7. Update Enrolment Policy wording	Jane H.	

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