



GOOD SHEPHERD SCHOOL BOARD OF TRUSTEES



'Together we Learn and Care'

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

MINUTES OF MEETING Tuesday 25 May 2021

OPENED: The meeting opened at 7.00pm.

PRESENT: Aaron DeLacey Daniel Erickson Heather McLeod
Jane Hahn Mele Kautoke Graeme Twose
Nicola Maddox Stephen Rewcastle Bianca Prentice
Monsignor Bernard Kiely James Buddell (visiting)

APOLOGIES:

Opened: The meeting opened at 7.00pm with a prayer based on *The Catholic Education of School-Age Children*, led by Jane Hahn

Stephen welcomed Carla, the minutes secretary and James, visiting parent.

Declaration of Conflicts of Interest

Conflicts of interest declared: None.

Principal's Report

The Principal's Report was taken as read, with the following highlights:

****Catholic Special Character External Review***

Final confirmed report came through – recognition should be made of such a glowing review.

Three key recommendations:

1. Closer scrutiny of guiding document *The Catholic Education of School Age*
2. Scaffolded strategic Te Reo and Tikanga plan to move the school to the next level
3. Working with the parish to support families in the Baptism and sacramental programmes

*Trustees: Stephen Rewcastle (Chair), Aaron Delacey,
Nicola Maddox, Bianca Prentice, Daniel Erickson, Graeme Twose,
Mons Bernard Kiely, Jane Hahn (Principal), Heather McLeod, Mele Kautoke*

****Student Achievement on PAT Reading Assessment in Term 1***

Reflected the impact 2020 had on our children. What came through in report comparing Term 1 2020 and Term 1 2021 is that the results are almost exactly the same. Children's overall reading over that year (credit to parents and whānau) was positive. Report showed some families were disproportionately affected by the lockdowns.

****Home-school Partnership Plan 2021***

- Catholic Special Character – looking at those opportunities to strengthen Parish and School relationship.
- Digital technologies sessions for whānau were well attended although many people did not make it to them. – it was well attended but a lot of people did not make it. Repeating this again twice this week.
- *Ka Hikitia* and *Action plan for Pacific Education* goals included in the plan.

The Board resolved to accept the Principal's report

Health and Safety

- Discussion had on assembly point for the fire drill (conclusion reached – tennis courts with the double gates open).
- Defibrillator - discussion with Monsignor Bernard Kiely – church foyer a better place for it to live.
- Discussion had on fencing and gates around Telford and Pine Street.

Bullying prevention team meeting

The School participated in Bullying Free NZ (pink shirt day) and had a successful day.

Term dates for 2022

- 384 half days (compared to 380 this year).
- 24 June Matariki - new holiday.

The Board resolved to approve the 2022 term dates.

Finance

Three points have been raised by the auditors during the audit process.

Marked Up Draft Annual Accounts 2020 discussed.

Discussed change of financial provider (we have used EdTech for a while) to Education Services who will provide more coherent reporting and some savings in fees.

*Trustees: Stephen Rewcastle (Chair), Aaron Delacey,
Nicola Maddox, Bianca Prentice, Daniel Erickson, Graeme Twose,
Mons Bernard Kiely, Jane Hahn (Principal), Heather McLeod, Mele Kautoke*

The Board resolved to approve changing financial providers from Edtech to Education Services, from 1 July 2021.

Community Consultation 2021

- Clarified the purpose of the consultation to inform strategic plan for next 3 – 5 years. 2015 was a very comprehensive and successful consultation so much of the planning is still relevant.
- Consultation will take place in Term 3, weeks 2 – 4.
- Forms of consultation - electronic survey, hui and hard copy (aiming for greater than 60% engagement result).
- Logo and catch phrase – Jane to look into finding someone to do this.
- Next meeting scheduled Tuesday 1 June.

Policy Review

To be addressed next time.

Property

Great meeting with Michelle, a focus for the School Fair later in the year is required. The options are:

- Heat pumps in classroom.
- Refurbishment of hall.
- Gates and fencing to entries to the school.

The Board resolved to accept the funds raised at the Fair to fund:

****Fencing and gating (50% in conjunction with the Parish)***

****Heat pumps in all classrooms***

Action: Jane H. to share outcome with the PTA

Minutes of the Last Meeting

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

Correspondence

No correspondence.

The Board resolved to accept the Minutes of the Board meeting held 13 April 2021

CLOSED: The meeting closed at 8.45pm with a prayer led by Jane Hahn

NEXT MEETING: 29 June 2021

*Trustees: Stephen Rewcastle (Chair), Aaron Delacey,
Nicola Maddox, Bianca Prentice, Daniel Erickson, Graeme Twose,
Mons Bernard Kiely, Jane Hahn (Principal), Heather McLeod, Mele Kautoke*

Chair
29 June 2021

ACTION LIST FOR MEETING ON 29 JUNE 2021
Action

	By	Result
1. Logo and catch phrase for Community Consultation		Jane H.
2. Policy Plan		Jane H.
3. Share outcome of Fair fundraising		Jane H.

*Trustees: Stephen Rewcastle (Chair), Aaron Delacey,
Nicola Maddox, Bianca Prentice, Daniel Erickson, Graeme Twose,
Mons Bernard Kiely, Jane Hahn (Principal), Heather McLeod, Mele Kautoke*