



St. Anthony's Catholic School, Te Kura o Hato Antoni, Huntly
BOARD OF TRUSTEES
MINUTES OF THE MEETING HELD ON 25 MAY 2022

OPENING: Meeting Starts at 6:00 pm

1. **OPENING PRAYER:** Senen Antazo – *Theme: Lord of the Gathering and Our Father*
2. **PRESENT:** *Marvin Casimiro, Venancio Lucido, Senen Antazo, Maria Curray (Late 6.15pm), Jenny Clemente Alan James and Kevin Kannan*
3. **APOLOGIES:** *Nil*
4. **ABSENT:** *Nil*
5. **DECLARATION OF INTEREST: BOARD PROCESS - Nil**

PROFESSIONAL DEVELOPMENT

- i. **STA Scenario 4 No 2 Cards Set- Leadership, Accountability, Employer Role, Representation - Led by Chair**
Jumbo Scenario Cards No 2, shared and discussed members.

STRATEGIC REPORTS

- a. **PRINCIPAL'S REPORT.** Principal presented the **MAY REPORT**. Principal invited questions and clarification related to May BOT Report.
Principal updated Board about ASLA Literacy Trial .and EPMP Property development money and plans are approved and are to be actioned within 2 years.

STRATEGIC REVIEWS

1. **STRATEGIC REVIEW SPECIAL CHARACTER - Nil**
2. **STRATEGIC MOE REVIEWS - Nil**
3. **REGULAR REVIEWS**
 - a. **GOVERNANCE AND OPERATIONAL POLICY FRAMEWORK 1 - 12 – Governance Policies in Framework - 1- 6 - Led by Chair**

Chair discussed Governance Policies in Framework 1-6. Discussion around including all or some **Parent Representatives** to share the load with Chair, to formatting the new STA Recommended Framework Policies. Chair will send an e-mail invite out to members for support.

b. STUDENT PROGRESS AND ACHIEVEMENT, ANOVA AND GOAL SETTING INTERVIEWS – ANOVA Term 1 End, Progress and Achievement Report, Targeted Students and All Students - Led by Principal

Principal informed Board about Progress and Achievement in English Reading, English Writing and Mathematics Strand Number for all and Target Group of Students over Term 1. Principal answered questions related to Student Achievement and Progress based on this ANOVA.

c. SCHOOL EVALUATION INDICATORS DOMAINS – 1, 3, 4- Domain 1 - Stewardship - Led by Principal and Chair

Chair and Principal informed all Board Members about salient points in the School Evaluation Indicator, Domain 1 – Stewardship and took questions from Board Members.

d. ERO – SCHOOL PARTNERSHIP – Term 2 Meeting - Led by Principal and Chair Week 2 Agenda to be sent 1 week prior.

Principal and Chair updated the Board about the Term 2 ERO-School Partnership Term 2 Meeting and took questions from Board Members.

e. CATHOLIC KAHUI-AKO – Term 2 Meeting - Led by Principal

Principal informed Board about Term 2 initiatives of the Catholic Kahui Ako.

4. BOARD PROCESSES - Nil

ADMINISTRATION

1. MAR, 2022 BOT MINUTES

Chair stated – ‘Are there any changes to the **unconfirmed MAR, 2022 BOT Minutes**? If not, I move that they be adopted and approved

MOTION

MOVED THAT: The 30th MAR Board of Trustees Meeting Minutes be adopted and approved.

Moved: Marvin Casimiro

Seconded: Venancio Lucido

All in favour – Carried

2. BATCH HEADERS AND BANK PAYMENTS FOR MAR, APR 2022

Principal requested Chair to approve Batch Headers and Bank Payments as per Principal's Report for **MAY 2022**.

MOTION

MOVED THAT: Batch Headers for MAR, 2022 -\$4,760.08 and APR, 2022 - \$13,603.85 be approved for payment and Payments through Bank for MAR 2022 -\$8,238.40 and APR, 2022 - \$2,264.49 be approved for payment.

Moved: Marvin Casimiro Seconded: Jenny Clemente All in favour - Carried.

3. REPORTS AND ANY MATTERS ARISING FROM MAY, 2022 REPORTS

MOTION

MOVED THAT: Reports and any Matters Arising from MAY, 2022 Reports as presented, be approved and adopted as a true and correct record.

Moved: Marvin Casimiro Seconded: Alan James All in favour - Carried.

4. APPROVAL OF LEASE FOR 48 NEW CHROMEBOOKS

MOTION

MOVED THAT: The flexicommercial Limited lease for 48 new chromebooks, supplied by Noel Leeming be accepted and approved:

Moved: Marvin Casimiro Seconded: Maria Curray All in favour - Carried.

5. ACCEPTANCE OF AUDITED ACCOUNTS,2021

MOTION

MOVED THAT: The Audited Accounts,2021 as tabled, be confirmed and accepted

Moved: Marvin Casimiro Seconded: Venancio Lucido All in favour - Carried.

6. OUTWARD AND INWARD CORRESPONDENCE FOR MAR and APR 2022

MOTION

MOVED THAT: The Outward Correspondence be confirmed and that the Inward Correspondence be received for MAR and APR 2022

Moved: Marvin Casimiro Seconded: Senan Antazo All in favour - Carried.

PREPARATION FOR NEXT MEETING

1. MEETING DATE FOR THE NEXT BOT MEETING: 6.00pm, Wed 29 JUN.
2. AGENDA ITEMS FOR NEXT MEETING – 29 JUN referenced updated BOT Work Plan 2022:
 - i. SPECIAL CHARACTER STRATEGIC REVIEWS
 - a. PROPRIETOR'S ANNUAL REPORT 2021 – Led by Principal and Chair
 - b. DIMENSION 1 – Te tūtaki ki a te Karaiti – Encounter with Christ. How does the school enrage and facilitate the development of a personal relationship with Jesus Christ who reveals the transforming love and truth of the *living God*? - Led by Principal
 - ii. MOE STRATEGIC REVIEW
 - a. MOE STRATEGIC GOALS 2, 3, and 4 - Strategic Goal 3 – To Raise Levels of Mathematics Strands – Number, Algebra, Measurement and Geometry, and Statistics Achievement and Progress - Led by Principal
 - iii. REGULAR REVIEWS –
 - a. HUMAN RESOURCES AUDIT – CHECK LISTS 1, 4 - Check List 4 – Employee Relations - Led by Chair and Principal
 - b. FINANCE. Mid- Year Budget 2022 Review – Led by Principal
 - c. WELLBEING – Term 2 Meeting - Led by Venancio Lucido - Chair Wellbeing Committee
 - d. CATHOLIC KAHUI-AKO – Term 2 Meeting - Led by Principal

CLOSING

1. CHAIR'S CLOSING COMMENTS:
2. BOARD PROCESS REMINDERS:
 - a. ROLL RETURNS - July 2022 Roll Returns tabled
 - b. BOARD ELECTIONS, 2022 –
 - i. Select Returning Officer – Wed, 6Jul
 - ii. Close Main Roll – Wed, 13 Jul
 - iii. Call for Nominations – by Fri, 15 Jul
3. CLOSING PRAYER by *Jenny Clemente: Thanksgiving Prayer*
4. MEETING CLOSED: at 7:10pm.

Approved and adopted as a true and correct record:


Name: *Mr Marvin Casimiro*
Chairperson

Date: 29/6/2022