

CONFIRMED MINUTES

OLSOS BOT MEETING FEBRUARY 2020



At the **OLSOS BoT Meeting** on **28 Apr 2020** these minutes were **confirmed as presented**.

Name: Our Lady Star of the Sea School
Date: Thursday, 20 February 2020
Time: 6:30 PM to 8:05 PM
Location: Staff Room, Our Lady Star of the Sea School, 14 Oakridge Way, Northpark, Auckland
Board Members: Vaughan Fraser (Chair), Alina Hooper, Chontelle Bidois, Fr John Fitzmaurice, John Kuok, Karen Noble-Campbell, Kerri Hunt, Louise Campbell, Stephen McKenzie, Yohann Cuer
Apologies: Sunil Serrao, Sarah Richards

1. Opening Meeting

1.1 Prayer

Louise opened with a sacred signing blessing / prayer activity.

1.2 Apologies / Leave

Vaughan welcomed all members to the first board meeting of 2020.

It was acknowledged that Sunil Sarreo and Sarah Richards had sent their apologies.

1.3 Interests Register

The interest register stands with no additions or amendments.

1.4 Confirm Minutes

OLSOS BoT Meeting December 2019 10 Dec 2019, the minutes were confirmed with the following changes:

Item 1.6 - correct spelling of Yohann's name

The minutes from December 2019 were reviewed and accepted pending a correction to the spelling of Yohan's name under 1.6

1.5 Correspondence

Professional development - has been received from NZSTA. All members were encouraged to sign-up and attend what they can individually.

A thank you note was received from Jane McKay for her gift.

Nominations for NZSTA chair are open and members were invited to submit their nomination/s should they wish to make one.

1.6 BOT Leave with Prior Approval

Requests have been received from Yohann and Fr John for the meeting dated 31 March 2020

2. Strategic Review

2.1 Elect Board Chair for 2020

Vaughan Fraser was re-elected as Board Chair. This nomination was accepted by Vaughan with all members in favour.

Yohann was appointed Deputy Chair

2.2 Trustee Code of Behavior

Each board member completed and signed the Trustee Code of Behavior document - these documents have been returned to Louise for file.

2.3 Delegations Confirmation

Member delegations and committees for 2020 were confirmed and accepted.

2.4 Draft ERO Report

Overall this report reflects a great overall achievement of STRONG - which from an ERO standard is the highest possible achievement.

The sentence after "Next Steps" is to be amended and placed into context.

Suggested amendment to the wording, which was drafted by the school leadership: Diverse multi-cultural school with over 40 ethnicities.

The ERO report was accepted by the board, subject to the above amendments.

2.5 Annual Report 2019

The Annual Report was taken as read by the board.

The Annual Report was accepted and approved submission to the ministry.

2.6 Board Approval for additional Teacher only days

2 Additional teacher only dates were proposed.

12 June 2020

13 November 2020

The above dates were accepted by the board

3. Principal and Management Reports

3.1 Principal's Report

Louise provided feedback on the successful utilization of the teacher only days in January 2020.

The exterior painting and maintenance completed over the holiday season.

Discussion around the Attendance Service Redesign Pilot, which was found to have unclear parameters.

3.2 Special Character

The Special Character Committee have not yet held their meeting.

Nothing to report - deferred to March board meeting.

3.3 Finance

2020 Budget with a surplus of \$227.00 was reviewed and approved by the board

3.4 Shade Cover / COLA and Future Focused Education

The Geo-tech report is currently at the hands of the diocese for approval.

The board have approved the final quote to proceed, subject to approval being received from the Diocese.

Broad Spectrum (c/o Vaughan) to review the project terms to ensure the school is protected from any unlikely costs or events.

3.5 Parish Report

Fr John confirmed the school mass which was to be held at the church the following day.

Sacramental program is due to begin.

4. Other Business

4.1 Board work Plan draft

The tabled work plan is to be populated with committee meeting dates - each committee to advise Louise by mid following week.

The member on prayer at the board meeting, is to attend the following PTA meeting.

PTA meetings have been moved to 2nd Monday of each month, so that the financial report / statement is available for discussion.

A monthly "Chat from the Chair" is to be published for the community.



PTA Meeting

Alina to attend the next PTA meeting.

Due Date: 9 Mar 2020

Owner: Alina Hooper

4.2 NZSTA Professional Development

NZSTA Professional Development - each board member is encouraged to attend / apply individually.

5. In Committee Meeting

5.1 Staff & Personnel Report

5.2 Confirm In-Committee Minutes from December

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.

With there being no other business the meeting concluded at 8:29pm

Signed as a true and correct record

Signature: _____



Date: _____

28th April 2020