

CONFIRMED MINUTES

OLSOS BOT MEETING NOVEMBER 2019



At the **OLSOS BoT Meeting December 2019** on **10 Dec 2019** these minutes were **confirmed as presented**.

Name: Our Lady Star of the Sea School
Date: Monday, 25 November 2019
Time: 6:30 PM to 7:20 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, Sunil Serrao
Attendees: Sarah Richards
Apologies: Yohann Cuer, Louise Campbell, Stephen McKenzie
Guests/Notes: Detta Fairweather

1. Opening Meeting

1.1 Prayer

1.2 Apologies / Leave



Apologies from Louise, Stephen and Yohann

Moved from the chair that the apologies from Louise Campbell, Stephen McKenzie and Yohann Cuer be approved and accepted

Decision Date: 25 Nov 2019
Mover: Vaughan Fraser
Seconder: Karen Noble-Campbell
Outcome: Approved

1.3 Interests Register

1.4 Confirm Minutes

OLSOS BoT Meeting October 2019 29 Oct 2019, the minutes were confirmed as presented.

1.5 Correspondence



Correspondance Noted

Moved from the chair that the correspondence is received and presented

Decision Date: 25 Nov 2019
Mover: Vaughan Fraser
Seconder: Kerri Hunt
Outcome: Approved

1.6 BOT Leave with Prior Approval

2. Strategic Review

2.1 ESOL external review

Karen and Detta talked to this in Louise's absence.

The feedback was that it was an excellent review with positive feedback around what we had in place and overall the reviewers were very please.

Our Special Character shone through as the most positive aspect of our school.



ESOL External Review

Moved that the feedback presented be approved and accepted

Decision Date: 25 Nov 2019
Mover: Vaughan Fraser
Seconder: Kerri Hunt
Outcome: Approved

3. Principal and Management Reports

3.1 Principal's Report



Principal's Report

Moved that the Principals Report is accepted

Decision Date: 25 Nov 2019
Mover: Karen Noble-Campbell
Seconder: Sunil Serrao
Outcome: Approved

Karen spoke to the principals' report in Louise's absence

3.2 Special Character



Special Character Report

Moved that the report is approved and accepted

Decision Date: 25 Nov 2019
Mover: Sunil Serrao
Seconder: Vaughan Fraser
Outcome: Approved

3.3 Finance

The last meeting of 2019 was held.

Points to note:

Surplus is being rolled over month by month.

Field Maintenance is ongoing,. Draft Budgets have started to happen.

The books have been audited externally for international students and showed how we engage with these students.



Acknowledge the work of the Finance Committee

The Board Chair would like to acknowledge the outstanding work the finance committee have done keeping money in the bank and keeping the surplus healthy and for their continued work towards various projects at the school - i.e cyclical maintenance.

Decision Date: 25 Nov 2019
Mover: Vaughan Fraser
Seconder: Fr John Fitzmaurice
Outcome: Approved



Finance Report

Moved that the Finance report has been read and accepted

Decision Date: 25 Nov 2019
Mover: Vaughan Fraser
Seconder: Fr John Fitzmaurice
Outcome: Approved

3.4 Shade Cover / COLA and Future Focused Education

3.5 PTA Report

BOT Report

Thanked the team for the awesome effort put in for the Gala

Advised the team that the ERO would be at the school for a review from 18th – 21st November

Provided an update on where we are with the COLA

Advised the team that the outdoor painting would be done during the school holidays

PTA Activities / Update

Art Calenders for purchase email gone out to parents

- Chocolate fund raiser targeted for term 1
- Sausage Sizzle to be held on 21st November
- Disco – Cancelled for term 4 due to to many activities
- Year 6 Leaver BBQ – 9th December (PTA provided)
- Year 6 Leavers gifts – Leavers Crosses (PTA Provided)
- Year 5 and 6 Ice Skating – Cancelled and replaced with activity at Gravity
- End of Year PTA Dinner

- Replacement of Sport Uniforms

- Main discussion was around Basketball singlets
- 30 Singlets. PTA would contribute \$1200
- PTA would transfer the below amounts to the school
- \$13400 for the new Basketball / Netball posts
- \$1000 for Maths Text books
- \$1000 reading books
- Quiz night planned for 8th May



Proposal to Accept the PTA Update

Moved that the PTA report be approved and accepted

Decision Date: 25 Nov 2019
Mover: Sunil Serrao
Seconder: Karen Noble-Campbell
Outcome: Approved



Attendance at first PTA Meeting of 2020

Alina to attend the first PTA meeting of 2020 - date to be confirmed

Due Date: 31 Jan 2020
Owner: Alina Hooper

3.6 Parish Report

The Sacramental Program is underway with the first reconciliation commencing on Friday as well as a mass for All Saints Day.

4. Other Business

4.1 Other Business

The next board meeting will be held on the 10th December for approx. 1 hour with dinner following. Father John sends his apologies for this



Acknowledgement of Louise and the Leadership Team for the ERO Review

The Board Char would like to thank Louise and the Leadership team for all their efforts for the ERO review. The feedback was amazing.

Detta added that the reviewers said OLSOS was unlike any other special character school, beautiful and special with a wonderful parent community and stunning children.

Decision Date: 25 Nov 2019
Mover: Vaughan Fraser
Seconder: Kerri Hunt
Outcome: Approved

4.2 Newsletter

5. In Committee Meeting

5.1 Staff & Personnel Report

The November meeting did not go into Committee due to the absence of Louise

6. Close Meeting

6.1 Close the meeting

Next meeting: OLSOS BoT Meeting December 2019 - 10 Dec 2019, 6:30 PM

New Actions raised in this meeting

Item	Action Title	Owner
3.5	Attendance at first PTA Meeting of 2020 Due Date: 31 Jan 2020	Alina Hooper

With there being no other business the meeting concluded at 7:20pm

Signed as a true and correct record

Signature:  _____

Date: 10 Dec 2019,