

CONFIRMED MINUTES

OLSOS BOARD MEETING - APRIL 2021



At the **OLSOS Board Meeting - July 2021** on **27 Jul 2021** these minutes were **confirmed as presented**.

Name:	Our Lady Star of the Sea School
Date:	Tuesday, 13 April 2021
Time:	6:30 pm to 7:54 pm
Location:	Via ZOOM link, .
Board Members:	Vaughan Fraser (Chair), Alina Hooper, Chontelle Bidois, Fr John Fitzmaurice, John Kuok, Karen Noble-Campbell, Kerri Hunt, Louise Campbell, Yohann Cuer
Attendees:	Sunil Serrao, Sarah Richards

1. Opening Meeting

1.1 Prayer

1.2 Apologies / Leave



Apologies Accepted from Sunil

Apologies accepted from Sunil

Decision Date:	13 Apr 2021
Mover:	Vaughan Fraser
Seconder:	Louise Campbell
Outcome:	Approved

1.3 Interests Register

1.4 Confirm Minutes

OLSOS Board Meeting - February 2021 23 Feb 2021, the minutes were confirmed with the following changes:

Changes stated in April minutes



Strategic Review report read and accepted

Strategic review read and accepted

Decision Date: 13 Apr 2021
Mover: Louise Campbell
Seconders: Karen Noble-Campbell
Outcome: Approved

2.3 Committee Reports

Committee Report - the committee met to review the employment and personnel report.

Amendment to be made to point 4 to mention vaping and remove the EEO program from the report. Point 6.6 also to be removed.



Employment and Personnel Policy read and accepted (with changes)

The new document has been included in the board pack with changes.
(attachment 2.3b)

Decision Date: 13 Apr 2021
Mover: Louise Campbell
Seconders: Karen Noble-Campbell
Outcome: Approved

2.4 Special Character



Special Character Report read and accepted

Special Character - OLSOS has become a BETA school for testing which was also mentioned in the school newsletter. The new RE framework will begin in term 3.

Delta will provide feedback on why only 55 out of 97 eligible students did not enrol in the program.

Decision Date: 13 Apr 2021
Mover: Kerri Hunt
Seconders: Karen Noble-Campbell
Outcome: Approved

2.5 Finance



Finance Report read and accepted

Finance - March results sent the day of the meeting so the board are reviewing the Feb results.

The finance committee has agreed to an increase in the credit card limit to support the potential expenses for travel related to Kahui Ako or incidentals for the school.

The finance committee has also approved the use of EAP services to staff at OLSOS.

The surplus was not mentioned in the report Yohann has updated the board that the surplus is \$91.5K for March.

Decision Date: 13 Apr 2021
Mover: Yohann Cuer
Seconders: Chontelle Bidois
Outcome: Approved



Increase in credit card limit to \$30,000

Approved increase to credit card limit to \$30,000. Conditions around use and spends on credit card still apply.

Decision Date: 13 Apr 2021
Mover: Yohann Cuer
Seconders: Chontelle Bidois

Outcome: Approved

2.6 Parish Report



Parish report accepted

Parish Report - Holy Week in easter was wonderful. A very good response in students who would like to be alter servers. 18, equally split between boys and girls. Historically most of those students go through to the youth group and they will begin in the May rosters.

Decision Date: 13 Apr 2021
Mover: Fr John Fitzmaurice
Seconder: Kerri Hunt
Outcome: Approved

3. Other Business

3.1 Camp 2

Camp notes included in the board pack for information and already signed off by the board.

Louise commends Karen on her due diligence and done a site visit and the board agrees.

3.2 Other Business

Yohann would like to thank Louise and Vaughan for organising the training with NSTA last month on behalf of the board and we can look at doing further trainings as the year goes on.

Still looking for a new board member. Chonny has spoken to a person that may be interested and will ask him is he would like to attend a meeting to see what we do and if he interested.

Initial Gala meeting last week and have a strong gala lead team but there are still a couple of roles to fill so Louise asks the board to see if they know of anyone else interested in being involved.

3.3 Newsletter

Next newsletter will be in term 2

3.4 PTA Update

PTA meeting postponed, Alina will attend the meeting in May and update the board

4. In Committee Meeting

4.1 Staff & Personnel Report



Move the meeting into committee

Move the meeting into committee

At 7:37pm it was moved from the Chair that "the meeting go into committee" and that the public be excluded from the following parts of the proceedings of the meeting, namely Personnel Report.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: this matter contains personnel information and there are reasonable grounds for the passing of this resolution to protect the identity and privacy of the personnel to be discussed"

The meeting came out of committee at 7:53pm and continued as follows.

Decision Date:	13 Apr 2021
Mover:	Vaughan Fraser
Seconder:	Louise Campbell
Outcome:	Approved

4.2 Confirm in committee minutes

No in committee minutes for confirmation this month

5. Close Meeting

5.1 Close the meeting

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

With there being no other business the meeting concluded at 8:09pm

Signed as a true and correct record

Signature: _____

Date: _____

27.07.21