

# CONFIRMED MINUTES

## OLSOS BOARD MEETING - MAY 2021



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

<b>Name:</b>	Our Lady Star of the Sea School
<b>Date:</b>	Tuesday, 25 May 2021
<b>Time:</b>	6:35 pm to 8:17 pm
<b>Location:</b>	Staff Room, Our Lady Star of the Sea School, 14 Oakridge Way, Northpark, Auckland
<b>Board Members:</b>	Vaughan Fraser (Chair), Alina Hooper, Chontelle Bidois, John Kuok, Karen Noble-Campbell, Kerri Hunt, Louise Campbell, Yohann Cuer
<b>Apologies:</b>	Fr John Fitzmaurice, Sarah Richards
<b>Guests/Notes:</b>	Detta Fairweather, David Wu

### 1. Opening Meeting

#### 1.1 Prayer

#### 1.2 Apologies / Leave

Sunil - Absent



#### To accept Apologies received

Fr John - Leave with Prior Approval

Sarah - Sent apologies

**Decision Date:** 25 May 2021

**Mover:** Vaughan Fraser

**Seconder:** Louise Campbell

**Outcome:** Approved

#### 1.3 Interests Register



#### Accept Interest Register

Accepted as is - without change

**Decision Date:** 25 May 2021

**Mover:** Vaughan Fraser

**Seconder:** Chontelle Bidois

**Outcome:** Approved

## 1.4 Confirm Minutes



### To accept Minutes from board meeting 13 April 2021

Approved as is - without change

**Decision Date:** 25 May 2021

**Mover:** Vaughan Fraser

**Second:** Yohann Cuer

**Outcome:** Approved

## 1.5 Correspondence

Correspondence received from NZSTAB, with links to available training.

A letter of thanks has been received from Pigeon Mountain Primary, for our gesture of support following the accident that occurred involving one of their students.

## 1.6 BOT Leave with Prior Approval

## 2. Principal and Management Reports

### 2.1 Principal's Report



#### Principal's Report

COLA Update - Novo Shade works to move forward during the July school holidays. Once the structure has been completed, we will make arrangements for the turf to be laid.

A few options are currently being considered for the Block Wall extension.

Te Rito - a new learner data platform is being presented to schools. At this stage we require more information and discussion within our Kahui Ako - it is not a compulsory platform at this stage therefore the decision would be collective.

**Decision Date:** 25 May 2021

**Mover:** Louise Campbell

**Second:** Alina Hooper

**Outcome:** Approved

### 2.2 Strategic Review



#### Strategic Review

Presented to the board including updates.

Our Strategic focus will be reviewed for 2022, in consultation with the community.

**Decision Date:** 25 May 2021

**Mover:** Louise Campbell

**Second:** Chontelle Bidois

**Outcome:** Approved

## 2.3 Committee Reports



### Financial Management Policy

Approved subject to the attachment being replaced with the correct document.  
Amend "Charter" to "Strategic Plan"

**Decision Date:** 25 May 2021  
**Mover:** Alina Hooper  
**Seconder:** Kerri Hunt  
**Outcome:** Approved

## 2.4 Special Character



### Internal Review Report

Internal Review documents presented to the board for approval, prior to submitting to the Diocese. Report due to be submitted to the Diocese by end of Term 2.

Approved subject to the inclusion of Parishioners assisting students with reading.

**Decision Date:** 25 May 2021  
**Mover:** Kerri Hunt  
**Seconder:** John Kuok  
**Outcome:** Approved

## 2.5 Finance



### Finance Report

Finance Report approved as is - without change  
Report form Edtech included and a good affirmation of our financial position.

**Decision Date:** 25 May 2021  
**Mover:** Yohann Cuer  
**Seconder:** Kerri Hunt  
**Outcome:** Approved

## 2.6 Parish Report

No Parish Report available due to Fr John's absence

## 3. Other Business

### 3.1 Learning Support Report



#### Learning Support Report

Full report of the various learning support programs available to our children as well as funding thereof.

Enquiry into best support options resulted in offering ESOL later in learning (i.e. from year 2 as opposed to new entrant / year 1) so that the focus is more intense and can be carried out over a longer period.

The board asked if there is anything they can provide to assist further in this area - possibly new books.

**Decision Date:** 25 May 2021

**Mover:** Karen Noble-Campbell  
**Seconder:** Alina Hooper  
**Outcome:** Approved

### 3.2 Other Business

Board of Trustees Work Plan 2021 - shift prayer focus back one month.

Union Meeting: 30 June 2021 - Provisions have been put in place for staff members to attend.

### 3.3 Newsletter

Kerri to prepare text for the next school newsletter.

Topic to include: COLA Update / Internal Review Report / Quiz Night

### 3.4 PTA Update

Kerri to attend the next PTA meeting.

The Board will create a team for the Quiz Night 18 June 2021

## 4. In Committee Meeting

### 4.1 Staff & Personnel Report



**Move the meeting into committee**

#### **Move the meeting into committee**

At 7:55pm 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 8:12pm and continued as follows.

Decision Date: 25 May 2021

### 4.2 Confirm in committee minutes


## 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