

CONFIRMED MINUTES

OLSOS BOARD MEETING - 31 MAY, 2022



At the **OLSOS Board Meeting - 28 June, 2022** on **28 Jun 2022** these minutes were confirmed as presented.

Name: Our Lady Star of the Sea School
Date: Tuesday, 31 May 2022
Time: 6:30 pm to 8:18 pm
Location: Via ZOOM link, .
Board Members: Vaughan Fraser (Chair), Alina Hooper, Anil D'Silva, Karen Noble-Campbell, Linda McQuade, Sharon Yeh, Fr John Fitzmaurice
Apologies: Yohann Cuer, Louise Campbell
Guests/Notes: Detta Fairweather, Lee Marten, Heather Collins, Tracey Elder, Helen Burger, Alice Shin

1. Opening Meeting

1.1 Prayer - Pentecost (p18)

Led by Karen with a focus On Pentecost.

1.2 Apologies / BOT Leave with Prior Approval

Fr John will be on Sabbatical leave Sept, Oct and Nov 2022.

No other leave requested.

1.3 Interests Register

No further interests to note.

1.4 Confirm Minutes

OLSOS Board Meeting - 29 March, 2022 29 Mar 2022, the minutes were confirmed as presented.



Confirm minutes for March 2022

The minutes were confirmed as presented.

Decision Date: 31 May 2022
Mover: Vaughan Fraser
Second: Linda McQuade

1.5 Correspondence

One item of correspondence recorded - letter from Office of the Auditor General (OAG) informing schools that there might be delays finalising annual accounts due to shortage of auditors.

2. Special Business

2.1 NZEI Te Riu Roa presentation

Presented by Detta Fairweather, Lee Marten, Heather Collins, Tracey Elder, Helen Burger and Alice Shin.

The Primary Teachers Collective Agreement is up for renegotiation. This time NZEI Te Riu Roa is focusing on conditions of service, mainly staffing concerns.

The Government is being asked by primary schools to:

1. Have a staffing allocation commensurate with secondary schools. Secondary schools have 20 -30% more staffing compared to primary schools.
2. Progressively increase classroom release time to one day per week for full-time teachers.
3. Increase the funding for Learning Support

The ultimate aim is to focus on better outcomes for students.

Members agreed to support the concept via posters around the school so community understands initiatives/outcomes. Facebook/Newsletters also avenues for communication.

In order to minimise disruption for students, leadership will supervise students whilst all staff attends the same union meeting.

3. Principal and Management Reports

3.1 Principal's Report

Louise's Principal's report was presented by Vaughan (in lieu of Louise) for May 2022.

Members to email Louise directly if any questions.



Principals Report: Table as Accepted

Approved by members.

Decision Date: 31 May 2022
Mover: Vaughan Fraser
Second: Sharon Yeh
Outcome: Approved



ESOL Board Update: Table as Accepted

Update provided to members by Detta.
Approved by members.

Decision Date: 31 May 2022
Mover: Karen Noble-Campbell
Second: Alina Hooper
Outcome: Approved

3.2 Strategic Planning

Members had a joint discussion on Development Standards Domains 2 and 4 relating to Pathways and Leadership Development with an aim to provide feedback to Louise on what stages the Board thought OLSOS was at for each.

Specific questions for reflection were 'What stage of development are we at?' and 'Is what we are doing within our Kāhui Ako making a difference to the progress and achievement of every child and young person?'

Members agreed that having a joint discussion was the best approach rather than performing individual assessments due to lack of familiarity about how OLSOS was addressing the details.

Assessed that for Development Standard Domain 2 (Leadership), OLSOS is in the "Early Embedding" stage.

Assessed that for Development Standard Domain 4 (Pathways), OLSOS is either in "Significant Progress" in Developing or "Early Embedding".

Vaughan to respond to Louise with Boards' assessment.

3.3 Learning Support

Karen and Detta presented a paper on the various Learning Support Programmes at OLSOS.

PLACE AT OUR LADY STAR OF THE SEA



Table as Accepted

Approved by members.

Decision Date:	31 May 2022
Mover:	Karen Noble-Campbell
Seconder:	Alina Hooper
Outcome:	Approved

3.4 Policy Committee

Alina advised that there has been no meeting for the month. A meeting is planned for June 2022.

3.5 Finance



Table as Accepted

Accepted by members.

Decision Date:	31 May 2022
Mover:	Vaughan Fraser
Seconder:	Linda McQuade
Outcome:	Approved

Yohann provided the June 2022 Finance report. Sharon provided a brief summary on behalf of Yohann.

Key highlights include:

- EPMP fund balance - in discussion with Diocese about topping it up to fund Wall covers
- Finance committee approved the purchased of the new A/C units based on quotes comparisons and specs provided

- Waiting for final signoff from Auditor for FY21 accounts.

3.6 Special Character



Table as Accepted

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Decision Date:	31 May 2022
Mover:	Anil D'Silva
Seconder:	Karen Noble-Campbell
Outcome:	Approved

Anil presented the Special Character Report for the month. Key highlights include:

- New Proprietor's Represented TBC
- Acknowledgement to Detta for leadership on Religious Education Programme
- Louise to speak at each Mass over the weekend 18/19 June promoting the parish school
- Discussion around the internal review focus for 2022 - Agreed to Dimension 2 focus area 2 Religious Education.

3.7 Parish Report

Fr John provided an update on Parish matters including:

- Projector system at the Church is well passed the use by date - plans underway for replacement
- Just finished the second part of the Sacramental program. Approximately 50 children participating. Weekend of 10th August will be Confirmation and Communion.
- Resumed weekly buddy masses at OLSOS
- No Pentecost mass for Friday 3 June
- Discussions underway around the 175 year anniversary celebrations in 2023.

3.8 Time Sheet

Completed by members.

4. Other Business

4.1 Other Business

Approval to purchase a school Zoom subscription.

4.2 Newsletter

Ideas for newsletter include:

- Teacher Union update
- Property update
- Learning support programme awareness
- Awareness that Board elections are coming - nominations close at the end of August

4.3 PTA Update

Vaughan advised there has been no PTA meeting.

5. In Committee Meeting

5.1 Declaration into Committee

At 8:14pm it was moved by the Chair that "the meeting go into Committee" and 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 personal 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 8:17pm and continued as follows:

5.2 Staff & Personnel Report

5.3 Confirm in committee minutes

In Committee meetings for February and March 2022 will be confirmed in person at the June Board meeting.

6. Close Meeting

6.1 Close the meeting

Next meeting: OLSOS Board Meeting - 28 June, 2022 - 28 Jun 2022, 6:00 pm

With there being no other business the meeting concluded at 8:18pm

Signed as a true and correct record

Signature: _____



Date: _____

28 . 06 . 2022.