

CONFIRMED MINUTES

OLSOS BOARD MEETING - MARCH 2024



At the **OLSOS Board Meeting - April 2024** on **30 Apr 2024** these minutes were **confirmed as presented**.

Name: Our Lady Star of the Sea School
Date: Tuesday, 26 March 2024
Time: 6:30 pm to 8:48 pm (NZDT)
Location: Staff Room, Our Lady Star of the Sea School, 14 Oakridge Way, Northpark, Auckland
Board Members: Alina Hooper (Chair), Anil D'Silva, David Wu, Linda McQuade, Louise Campbell, Lucy Rogers, Maria Kelly, Sharon Yeh, Vernon Chun
Apologies: Shasta Dang, Bryan Mills

1. Opening Meeting

1.1 Prayer

Led by Anil.

1.2 Apologies / BOT Leave with Prior Approval

Apologies received from Bryan and Shasta.

No other requested leave.

1.3 Interests Register

1.4 Confirm Minutes

OLSOS Board Meeting - Feb 2024 27 Feb 2024, the minutes were confirmed with the following changes:

Amend to be 'Sharon was nominated by Alina' - (section with Board appointments).

Update end time to be 9:20pm



Confirmed Minutes from 28 February Board Meeting

Minor edits & update meeting close time.

Approved by members.

Decision Date: 26 Mar 2024
Mover: Alina Hooper
Seconder: Linda McQuade
Outcome: Approved

1.5 Correspondence

No correspondence.

2. Principal and Management Reports

2.1 Principal's Report

Louise presented the Principal's Report for the month. Highlights included:

- Members liked the school adverts promoting the school (Times Media), looked great!
- Recent MOE correspondence has asked school to consider their attendance statistics and support for families to get students to school with regularity. Members were pleased to see the inclusion of attendance stats for the first 7 weeks, noting high regular attendance for OLSOS students.
- Well attended parent - teacher conferences in March; many classes recording 100% parent attendance.
- On-going engagement with ERO Capacity Partner, Robert Minahan. Robert continues to be supportive and complimentary through all interactions.
- Update on the "Mitey" Implementation ("designed to support schools to deliver an evidence based approach to mental health for yrs 1 - 8"). Teams will continue to implement the programme throughout the year with a minimum of 1-2 lessons per week. Continued coaching with Mitey Coach until mid way through 2024 and then OLSOS will take the lead.
- ACPPA Forum day - launched website to share exemplars of strong practice - OLSOS showcased for Strategic plan.
- School targets (disproportionately) presented for Maori Learners.



Accepted by members

Approved by members.

Decision Date: 26 Mar 2024
Mover: Alina Hooper
Seconder: Anil D'Silva
Outcome: Approved

2.2 Policy Committee

Draft Health, Safety & Welfare Policy presented - Noting that given on-boarding of Mitey Mental Well-being, OLSOS is prompted to consider policies and procedures around mental well-being / health education. Some edits were presented and tweaked by members.

A Health Education Procedure has been written - published in newsletter and consulted with community.



Approval of Health, Safety & Welfare Policy (with minor edits)

Approved by members.

Decision Date: 26 Mar 2024
Mover: Alina Hooper
Seconder: Sharon Yeh
Outcome: Approved

2.3 Finance, Health and Safety

Sharon presented the Finance Committee notes for the month. Highlights include:

- Now have fixed 5 water leaks, potentially another under room 20.
- Annual audit set to start, draft surplus for 2023 is \$149k.
- Finance Committee discussed the Risk Register (noting we were to present back to members during this meeting). Sharon will do some work offline and present back when complete.
- Additions to the speaker system - Board previously approved up to \$50k and so far spent \$35k. \$9k to be spent on 5 new speakers, installation and equipment.
- No Finance Committee planned for April due to holidays, but likely to have a meeting to chat through H&S Risk Register.



Table as Accepted

Approved by members.

Decision Date:	26 Mar 2024
Mover:	Sharon Yeh
Seconder:	Vernon Chun
Outcome:	Approved

2.4 Special Character

Watched video from Manuel Beazley - exploring Maori Spirituality.

Linda referenced and discussed "The Catholic Education of School Aged Children" document - this the foundational documentation of the NZ Bishops Conference to guide those involved in the work of Catholic education in NZ.

Key highlights include:

- Role of Pastoral ministry of education - to support all Catholic parents and caregivers in their children's education.
- #5, important to understand that in NZ have our own system of Catholic schools and the point around integration makes it different from other countries. Catholic special character is very important.
- Concept that school is 'the church'. We are an "Ecclesial entity" - 'forming Christ in the Lives of Others'.
- Integrate culture which we live in with faith, and live out faith in life.
- Primary goals of Catholic schools - method of communicating Christ.
- #14 - framework of progression (how we report).
- Notice word 'hope' importance in Catholic schools and Life, characterised Christian Witness. Gives meaning & purpose in a person's life.
- High standards of education - not just here to be Catholic, here for educational excellence, developing abilities to very best.

Meeting for Spec Character Committee on March 8. Dimensions of Catholic Character- Term Report of activities for past month presented.

Key points - Sacramental programme underway, Senior team retreat day, Mufti day for SVDP, Lenten Foodbank outreach - 147 meals for families.



Table as Accepted: Special Character Report

Approved by members.

Decision Date: 26 Mar 2024

Mover: Alina Hooper

Seconded: Lucy Rogers

Outcome: Approved

2.5 Parish Report

Parish report - Bryan to lead in future but Linda provided update as Bryan was absent.

- Sacramental programme underway
- Holy week activities planned and communicated
- Beachlands Mass situation is stable, mass times etc.

2.6 Time Sheet

Completed by members.

3. Other Business

3.1 Other Business

- Members signed Code of Conduct for 2024.
- David Wu addressed the subdivision on Chapel Road. David has attended two community meetings regarding the development. Originally, as there was 18 units planned, there was no need for public notification, but this is now upgraded to 28 units (still without public notification). From the OLSOS back fence boundary there is planned to be a 3 story building, 1 car park per unit. There will be an impact on parking and traffic around the neighborhood.
- Need to reinforce good behavior with parents around driving around school area (speed etc) and parking appropriately.

3.2 Newsletter

Ideas include: (for 5 April)

- Update on Mitey implementation (as presented to the Board during the meeting)
- Positive ERO feedback
- Sacramental Programme
- Board is committed to ensuring that everyone is kept safe - driving, car parking

3.3 Parents Committee Update

Color Run is planned for the 5th of April.

4. In Committee Meeting

4.1 Declaration into Committee

4.2 Staff & Personnel Report

4.3 Confirm in committee minutes

5. Close Meeting

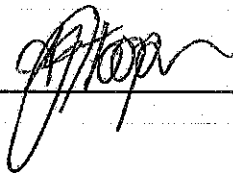
5.1 Close the meeting

Next meeting: OLSOS Board Meeting - April 2024 - 30 Apr 2024, 6:30 pm

With there being no other business the meeting concluded at 8:48pm

Signed as a true and correct record

Signature: _____



Date: _____

2/05/24

