

# CONFIRMED MINUTES

## OLSOS BOARD MEETING - JULY 2024



At the **OLSOS Board Meeting - Aug 2024** on **27 Aug 2024** these minutes were **confirmed as presented**.

**Name:** Our Lady Star of the Sea School  
**Date:** Tuesday, 23 July 2024  
**Time:** 6:30 pm to 8:23 pm (NZST)  
**Location:** Staff Room, Our Lady Star of the Sea School, 14 Oakridge Way, Northpark, Auckland  
**Board Members:** Alina Hooper (Chair), Bryan Mills, David Wu, Linda McQuade, Louise Campbell, Sharon Yeh, Shasta Dang, Vernon Chun  
**Apologies:** Maria Kelly, Anil D'Silva, Lucy Rogers  
**Guests/Notes:** Karen Noble-Campbell

### 1. Opening Meeting

#### 1.1 Prayer

Led by Louise.

#### 1.2 Apologies / BOT Leave with Prior Approval

Members confirmed that Maria Kelly shall be granted leave with prior approval for 6 months in 2024.

Louise has clarified definition (see section 2.2), all Board members comfortable with this approach.

#### 1.3 Interests Register

#### 1.4 Confirm Minutes

**OLSOS Board Meeting - June 2024 25 Jun 2024**, the minutes were confirmed as presented.



#### **Confirm Minutes Approved: Board Minutes from 25 June 2024**

Approved by members.

**Decision Date:** 23 Jul 2024  
**Mover:** Alina Hooper  
**Seconder:** Linda McQuade  
**Outcome:** Approved

## 1.5 Correspondence

No items.

## 2. Principal and Management Reports

### 2.1 Principal's Report

Louise presented the Principal's report for July 2024. Highlights include:

- Supplementary information - Mid Year Executive Summary of Curriculum Data 2024.
- Referencing end of year data - mid point with another semester worth of work to go. Overall, 79% of the school is already operating at or in excess of their end of year Curriculum Level for reading; 69% is already achieving at, or in excess of their end of year curriculum level for writing; and 76% is already achieving at or in excess of their end of year curriculum level for maths.
- Results show a pleasing steady year on year improvement across subjects.
- Mid year Ethnicity Data

Members had a discussion on disproportionate negative variances, mostly in years 3 and 5 which is not uncommon given the jump in thinking required to achieve the curriculum level from years 2 and 4.

Board are delighted with the mid year results, noting both amazing teaching and great families/community support!

Alina expressed appreciation to Louise on behalf of the Board for all the effort which is required to gather the data and prepare these reports.



#### Table as Accepted: Principals Report for July 2024

Approved by members

<b>Decision Date:</b>	23 Jul 2024
<b>Mover:</b>	Alina Hooper
<b>Seconder:</b>	Sharon Yeh
<b>Outcome:</b>	Approved

### 2.2 Policy Committee

Sub committee re-presented the draft policy "Board Roles & Responsibilities Policy" from June 2024.

Louise has done some research with NZSTA around section 10.4 "attendance at 80% of meetings". It is the Boards' decision as to what to put in here; Boards need to ask themselves what is reasonable for them /comfort level. Nothing is governed by legislation, it is only stated as "reasonable expectation" and not enforceable.

Insofar as "Leave with prior approval", the Board can grant as much leave as they decide as reasonable as long as due process is followed through the proper channels. Therefore, the Board decided to leave 10.4 as is per policy.

The draft policy was ratified as final.



#### Board Roles & Responsibilities Policy approved

Approved by members.

<b>Decision Date:</b>	23 Jul 2024
<b>Mover:</b>	Alina Hooper

**Seconder:** Bryan Mills  
**Outcome:** Approved

## 2.3 Finance, Health and Safety

Sharon presented the Finance, Health and Safety report for the month.

No Subcommittee meeting for June, however notes have been provided by Sue. Highlights include:

- Water leak - received rebate of additional \$11k from Watercare.
- Management Letter received from auditors, OLSOS does not agree with a point raised so the report has been returned to the auditors.
- Sharon is being set up as a bank signatory.



### Table as Accepted: Finance, Health and Safety Report for June 2024

Approved by members.

**Decision Date:** 23 Jul 2024  
**Mover:** Sharon Yeh  
**Seconder:** Linda McQuade  
**Outcome:** Approved

## 2.4 Special Character

Linda presented the Special Character report on behalf of Anil. Highlights include:

- Members watched video from we will watch the third video from Manuel Beazley on the theme of Authentically Catholic; Authentically Maori. Topic was Te Tapu "O" (Tapu as being in relationship).
- Members looked and discussed the next part of The Catholic Education for School Aged Children. Pages 8 - 10
- Discussion on Church Life Survey results (noting Our Lady Star of the Sea Parish did not participate in the survey).

## 2.5 Parish Report

Bryan updated the Board on Parish matters:

- Parish retreat good to go! Fr Richard coming up this weekend.
- Desire to increase numbers at family masses, rather than bringing back school masses at this stage.

## 2.6 Time Sheet

Completed by members.

## 3. Other Business

### 3.1 Other Business

None noted.

### 3.2 Newsletter

Sharon to do the newsletter for 2 August.

Ideas include:

- Board update on mid year results
- Continuing as a Board learning about Authentically Catholic, Authentically Maori

### 3.3 Parents Committee Update

No meeting.

## 4. In Committee Meeting

### 4.1 Declaration into Committee

### 4.2 Confirm in committee minutes

### 4.3 Staff & Personnel Report

## 5. Close Meeting


### 5.1 Close the meeting

Next meeting: OLSOS Board Meeting - Aug 2024 - 27 Aug 2024, 6:30 pm

With there being no other business the meeting concluded at 8:23pm

Signed as a true and correct record

Signature: \_\_\_\_\_



Date: \_\_\_\_\_

27/08/24