

CONFIRMED MINUTES

OLSOS BOARD MEETING MAY 2026



At the **OLSOS Board Meeting June 2026** on **30 Jun 2026** these minutes were **confirmed as presented**.

Name: Our Lady Star of the Sea School
Date: Tuesday, 26 May 2026
Time: 6:30 pm to 8:34 pm (NZST)
Location: Staff Room, Our Lady Star of the Sea School, 14 Oakridge Way, Northpark, Auckland
Board Members: Fr Robert O'Brien, Alina Hooper (Chair), Ailsa Thorpe, Anil D'Silva, Bernice Chiam, Edel Roughton, Jordi Boix-i-Coll, Linda McQuade, Louise Campbell, Sharon Yeh, Shasta Dang

1. Opening Meeting

1.1 Prayer

Led by Shasta.

1.2 Interests Register

1.3 Apologies / BOT Leave with Prior Approval

None noted.

1.4 Confirm Minutes

OLSOS Board Meeting April 2026 28 Apr 2026, the minutes were confirmed as presented.



Board Meeting - 28 April 2026 minutes were confirmed as presented

Approved by members.

Decision Date: 26 May 2026
Mover: Alina Hooper
Seconder: Anil D'Silva
Outcome: Approved

1.5 Correspondence

No correspondence.

2. Principal and Management Reports

2.1 Principal's Report

Louise presented the Principals report for the month, highlights include:

- The Principal reported that final attendance data for Term 4, 2025 had been released. Central and East Auckland recorded the highest regular attendance rate nationally at 62.6%, with OLSOS achieving 65%. Nationally, 57.3% of students attended school regularly. Provisional results for Term 1, 2026 indicate national regular attendance of 68.8%, while OLSOS achieved 88%.
- A property update was provided, including the completion of updated front and rear gate signage and additional fencing.
- Members considered Community Consultation Outcome #1 regarding the school Vision Statement. As 93% of consultation participants endorsed the current Vision Statement, the Board agreed that it will remain unchanged for the next six years. Carried unanimously.
- Members considered Community Consultation Outcome #2 regarding the school Mission Statement. Following discussion of parent feedback, the Board agreed that the Mission Statement should comprise five components:
 - Nurture Faith
 - Build Community
 - Strive for Excellence
 - Act with Compassion and Mercy
 - Inspire Curiosity and the Joy of Learning

The revised Mission Statement was approved unanimously.



Endorsement of existing OLSOS Vision Statement

Approved by members.

Decision Date: 26 May 2026
Mover: Louise Campbell
Seconders: Alina Hooper
Outcome: Approved



Endorsement of the new OLSOS Mission Statement

Approved by members.

Decision Date: 26 May 2026
Mover: Louise Campbell
Seconders: Shasta Dang
Outcome: Approved

2.2 Policy Committee

Louise presented the **Draft Protection and Sharing of Intellectual Property Policy** for ratification.

Members endorsed the draft policy.



Ratification of the draft Protection and Sharing of Intellectual Property Policy

Approved by members.

Decision Date: 26 May 2026
Mover: Alina Hooper
Seconded: Linda McQuade
Outcome: Approved

2.3 Finance, Health and Safety

No Finance, Health and Safety meeting for the month, however mention was made about the following:

- Annual Report for the year ended 31 December 2025 was signed.
- Feedback on the Management Letter recommendations will be addressed when Sue returns from holiday, however the three points raised by the auditor were minor.

2.4 Special Character

Anil presented notes of the Special Character Sub Committee meeting. Highlights include:

- Members received sacramental data, including current preference rankings and a breakdown of sacraments received by students in Years 4–6 as at Term 2.
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It was noted that following attendance at the Spiritus Retreat in November 2025, the school has adopted the practice of using the same Gospel reading for morning prayer throughout the week. This approach is intended to support students in developing a deeper understanding of key Gospel messages and stories.

Members discussed a document "Being Church in Aotearoa New Zealand Catholic Schools". Members discussed the statement 'What is a Catholic School', and how this statement connects with our work at OLSOS.

2.5 Parish Report

Fr Rob provided an overview of Parish matters, (in addition to the conversation held during the Proprietors Report above)

- The Church foyer has a tree which discusses the sense of belonging and how the community can engage with the church.

2.6 Time Sheet

Completed by members.

3. Other Business

3.1 Other Business

Members discussed setting some time aside at the June Board meeting to discuss ideas to increase the roll numbers at OLSOS.

3.2 Newsletter

Ideas include:

- Extend thanks to the Teachers/Parents who went to year 6 camp - amazing experience for the children.
- Extend thanks to the Parents Committee who provided the financial support for parents to attend camp.
- Board discussed and decided on the OLSOS Mission Statement, after considering feedback from Community Dreaming Day.
- New signage for the front/back gates of the school.

3.3 Parents Committee Update

Anil provided an update of the Parents Committee Meeting. Highlights include:

- Upcoming events include, Bingo night, sausage sizzle, disco and twilight market.
- Thanks to the Parents Committee for catering parents are Community Dreaming Day
- Thanks to the Parents Committee for sponsoring parents to attend year 6 camp.

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 June 2026 - 30 Jun 2026, 6:30 pm

With there being no other business the meeting concluded at 8:34pm

Signed as a true and correct record

Signature: _____



Date: _____

30/08/26