



# ST MICHAEL'S CATHOLIC SCHOOL

*"Christ is Ever Present"*

## SMCS BOARD OF TRUSTEES MINUTES

**For meeting held in Room 9 on Monday 3rd August 2020 at 7.00pm**

**PRESENT:** Lauren Brown, Ann McKeown, Jon Williams (Chair), Issa Ilo-Cabiling (Minute taker), Casiana Wooler, Mark Twomey, Brigid Stevens, Justin Browne

**APOLOGIES:** Candice Harris, Alex Houghton, Joseph Liava'a

**GUEST:** Brenda Mauger of Ahead Associates for the Principal Appraisal

No	Item	Agreed	Action
1	<b>Opening Prayer</b> - Ann		
	<b>Apologies</b> - Candice Harris, Alex Houghton, Joseph Liava'a		
	<b>Declaration of interest</b> - none		
	<ul style="list-style-type: none"> <li>Brenda Manger presented the Executive Summary Report of Ann's Appraisal.</li> <li>Appraisal covers from July 2019 to July 2020 delayed due to Covid</li> </ul>		
2	<b>Confirmation of minutes</b>	Justin Casiana	
3	<b>Confirmation of in-committee minutes</b> - none		
4	<b>Health &amp; Safety</b>		
	Report discussed & accepted <ul style="list-style-type: none"> <li>3 accidents - were discussed and no actions required.</li> <li>Traffic / Parking by the church - safety concerns for the students, notice in newsletter</li> </ul>	Mark Brigid	

*[Handwritten signature]*  
22/9/20

## 5 Principal's Report

Report discussed & accepted

- Extra hours for teacher aides
- The Board ratified Louise Spora to start on Aug 17 to work with Chris King until Aug 21 which is Chris' last day
- Policy review
  - Learning Support for the board and parents
  - Appointment Procedure for the board
  - Child protection for the board and staff
  - Personal device (watch used other than telling time) not allowed at school - to be put in next newsletter
- Update of Students at risk - kids who are struggling, Covid has mostly affected them in their progress
- Attendance For Term 2 - good 80% compared to other schools

Justin  
Casiana

## 6 Finance & Property

Report discussed & accepted

- Turf update on the newsletter
- ICT upgrade - faster access feedback
- SIP funding - project suggestions

Lauren  
Brigid

## 7 Catholic Special Character

Report discussed & accepted

- Continue to action next steps in the Religious Education space
- Need two more tagged teachers - will advertise in school
- Enrolment preference
  
- Clear written policy for non-preference to be discussed
  
- Reflective area
  - Found a builder and waiting for labour quote
  - Asked Rhoda (Issa's sister) to provide materials quote
  - Will ask Jim Rea to provide plants quote

Justin  
Ann

Ann

Issa

## 8 Before and After School Care Term 2 Meeting

Report discussed & accepted

- Accident report needs to be filled by an adult

Ann  
Brigid

**Policy Review**

- Learning Support for the board and parents
- Appointment Procedure for the board
- Child protection for the board and staff

BOT

## 9 Correspondence

## 10 Other Business

Meeting closed - 850pm

Next meeting - Monday 7th September 7pm

Ann on prayer

Ann