



"Christ is Ever Present"

SMCS BOARD OF TRUSTEES MINUTES

Meeting held at SMCS 20 June 2022 at 7.05pm

PRESENT: Lauren Brown, Ann McKeown, Jon Williams (Chair), Mark Twomey, Justin Browne (Minute Taker), Issa Cabling, Brigid Strevens, Maria Batistich and Casiana Wooler.

In attendance: Georgina van Schaijik – Associate Principal observing

No	Item	Agreed	Action
1	Opening Prayer – Ann led prayer		
	<ul style="list-style-type: none"> Apologies –, Alex Houghton and Joseph Liavaá Declaration of interest – None Confirmation of minutes - 16 May 2022 reviewed and approved Confirmation of In-Committee minutes – None to review 	Jon Mark	
2	Health and Safety		
	<ul style="list-style-type: none"> Accident and incident report tabled as read. Serious injury noted with student arm connecting with ball as it was going into the football goal. Greenstick fracture. Investigated by school. B-Safe Annual Audit report tabled. No faulty items noted requiring removal. Good result. 	Jon Lauren	
3.	Principals Report		
	<ul style="list-style-type: none"> Ann tabled her report. Taken as read. Successful Samoan Week held. Highlight for the school community. Maths No Problem programme is tracking well for 2022. Ongoing PD for teachers in place. Staff attended Maramatanga (Cluster) session for Religious Education Professional Development Focus was on Wellbeing. Fire Drill held. No issues to report. Growth Cycle Buddy meetings being held ERO preparation being undertaken – in progress Dates for 2023 tabled by Ann for BoT approval. BoT approved Georgina will be Acting Principal in Ann’s absence while on sabbatical 	Ann Jon Ann Cassie	

- Staff are taking up roles to support Georgina in her Acting Principal role. Ann
- 'Kahui Ako' group initiative - SMCS has applied to join this group after receiving invitation to join. Awaiting MOE approval.

4 Property and Finance

- Report tabled by Mark. Taken as read. Mark
- Section of fence on the lower field identified as requiring replacement. Subcommittee recommend fence is replaced in timber
- Work will be undertaken in conjunction with the gate replacement
- New aluminum benches in front of Junior Block, rock wall repairs on lower Astro Turf, lower field gate replacement and kitchen refurb programmed for July Holidays. Justin
- Concern over time taken to action projects - happy now that works planned for July.
- PTA agreed to fund/purchase TV/Screens and STEAM projects. Noted in School Newsletter acknowledging PTA support. Ann
- Ann to write a letter to our neighbours residing next to our lower field boundary requesting if they wish to contribute to the costs of the fence replacement.

6 Catholic Character Subcommittee

- Review draft received. Review alerted school that a lens in Special Character policies should include a Special Character Catholic lens/focus to include reference to our values and is our mission being upheld.
- Current School Docs is too generic. Need to refer to our Special Catholic Character – proposed add link to our SMCS mission
- Catholic Character Self Review completed by Georgina and the Bishop Proprietors representatives.
- SMCS children's voices were included in the review.
- Survey of students going forward to continue to evaluate success of the programme. Cassie Georgina
- Ann moved for approval to submit Catholic review. Mark Ann

7 ERO Report

- Board Assurance Statement and Self Audit Report tabled for sign off.
- Review completed. Ann
- BoT asked for comment/feedback. No issues noted
- BoT approved report Jon Ann

8 Blue Sky Thinking

- Request approved by BoT for purchase of Sphero Balls.
- Lauren provided background regarding robots that can be coded/programmed. Communicate via messages onto LED screen to support current SMCS STEAMs and enrichment programs.
- Outdoor sensory wall investigation - Ann will be visiting schools with program while on sabbatical and will report back to the BOT
- Reviewed the Blue-Sky Thinking list. All
- New BoT can review past initiatives and reasoning during our tenure as BoT.
- List is a record of BoT blue sky thinking to assist new BoT with the next phase.

9 Policy Review

- Ann encouraged BoT to review latest policies under School Docs. Ann All

Any other Business		
• Dinner for current and outgoing BoT with Ann. Suggested date 3 August 2022. Date to be confirmed. BoT believed they could attend date.		
• Ann is going on sabbatical. Georgina as acting principal. BoT wished Ann well for her sabbatical – when Ann returns the new BoT will be in place.		Ann
• BoT offer to sit on first meeting of new BoT as part of their induction		
• Correspondence – BDO Audit Letter tabled as read		
Next Meeting		
• Justin on prayers at next meeting 8 August 2022.		Justin

The meeting ended at 7.59pm

M. J. L.
31/10/2022