

ST PATRICK'S COLLEGE, SILVERSTREAM
MINUTES OF MEETING OF
BOARD OF TRUSTEES
HELD ON TUESDAY 27 MARCH 2018
AT 5.00 PM IN THE MEETING ROOM

PRESENT	Mrs Katrina Mannix (Chair), Mrs Heather Clegg, Ms Clare Couch, Mr Grahame Duffy, Senior Sergeant Patrick Thomas		
IN ATTENDANCE	Mrs Leigh Cooke, Mrs Katie Rawles		
APOLOGIES	Mr Stephen Wilson, Brendan English, Mr Guy Smith, Mrs Dawn Clark		
OPENING PRAYER	Opening Prayer		
WELCOME	Welcome to Hugh Steel as the new Staff Representative		
DECLARATIONS OF INTEREST	Katrina re sport and rugby matters on the agenda		
		ACTION	DUE DATE
Key issues for discussion			
CHARTER	Charter updated with Treaty of Waitangi references		
NCEA RESULTS	Tabled		
HOD REPORTS	<p>Grahame Duffy and Katie Rawles to meet with each HOD to go through their reports before end of Term 1. They are looking to streamline variances in reporting. The template this year is easier to follow than previous years. Executive summaries to be made available to all staff. CC commented on lack of Special Character commentary in reports, less than previous years, despite being in guidelines to HOD's. Also lack of detail on Maori & Pasifika achievement. KR noted that greater mention of Special Character and Achievement is in more detailed reports not provided to the Board.</p> <p>The Board mentioned how valuable the reports are to give them insight into what's happening in the school and thanked the HOD's for the work that went into them.</p> <p>The Board commented on a perceived lack of collaboration amongst departments. KR said HOD meetings have been re-instated which should improve this. Looking at subjects offered across school.</p> <p>Board commented on impact of reductions in departmental budgets, not sustainable, but LC is working with HOD's to ensure they have the resourcing they need.</p>		
FINANCIAL STATEMENTS	<p>Leigh Cooke circulated amendments to AFS. Date of next BOT meeting changed to 29th May to allow time for completion of audit.</p> <p>Annual Financial Statements accepted and approved to go to auditor</p>		

	Moved: Heather Clegg/Seconded: Pat Thomas		
IN-COMMITTEE	<p>The Board went into In Committee at 5.31pm</p> <p>Hugh Steel and Katie Rawles invited to stay.</p> <p>Moved:</p> <p>Motion that the public be excluded from the following part/s of these proceedings to protect the integrity of the meeting The grounds are that it is a personal issue and the reason is to protect the privacy of the individual. This motion is proposed to comply with Sec 48 of the LGOI & M Act 1987 and the special requirements when moving to exclude the public. {pg 49 in NZSTA Handbook}. Carried Unanimously</p> <p>The Board moved out of In-Committee at 5.58pm</p> <p>Moved:</p>		
MINUTES	<p>The Minutes of the meeting held on Tuesday 27 February 2018 were confirmed as a true and correct record of the proceedings of the meeting</p> <p>The Board approved the Minutes previously via email</p> <p>Carried Unanimously</p>		
ACTION	Board work plan has been circulated by KM Mitchell Forbes to send update on U16 trip via email	LC	
RECTOR'S REPORT	<p>The Rector had good feedback from our student leaders at St Bede's forum regarding good communication between him and them. Staff and students in good spirits. SLT very busy and looking to have greater strategic direction.</p> <p>Day Boy temporarily in boarding school and Rector working with family to resolve some ongoing issues.</p>		
DIRECTOR FNANCE AND PROPERTY	<p>The Board resolved that Grahame Duffy be issued with a credit card with a limit of \$10,000.</p> <p>Moved: Katrina Mannix/Seconded: Pat Thomas</p> <p>Grant applications for Rugby and Football approved.</p> <p>Moved: Heather Clegg/Seconded: Pat Thomas</p>		
HEALTH AND SAFETY	Taken as read		
CURRICULUM REPORT	Taken as read. Great information		

TEACHING AND LEARNING REPORT	<p>Digital Citizenship forms from students are being reconciled. Any forms not returned by Thursday 29 March will have access disabled. Conversations ongoing with students who have issues with the requirements. Discussion forums will start in April to go through other feedback regarding technology. The college will include something for parents in newsletters and events to support parents next term with digital citizenship.</p> <p>The Board noted that is great that Stream is seen as a role model by NetSafe for the work we've done on digital citizenship. Staff donated to a morning tea for Christchurch Boys High who have attracted negative media attention regarding misuse of digital technology at their school.</p>		
COLLEGE PRIEST REPORT	No Report presented		
PASTORAL CARE REPORT	Taken as read		
STAFF REPRESENTATIVE REPORT	Verbal report. Lack of devices for some students within the school. A large amount of work is being done on-line and students without devices are being disadvantaged. 15 Chromebooks have been applied to be paid for by Parents & Friends. We may purchase some of the ex-lease teacher laptops for use within the school. Other initiatives are being looked at.		
STUDENT REPRESENTATIVE REPORT	No report, student rep absent.		
BOP REPORT	<p>CC attended a day with other college BOP reps on BoT's. Was a good day and an opportunity to hear about what's happening in other schools and to make connections. CC will meet twice a year with this group. CC highlighted the lack of BOP reps on our Board (can have up to 4).</p> <p>Has discussed retreat for both boards with Fr John Walls. Possibly run in T2 with focus on history of Marist Charism. Day will include dinner & mass afterwards on a Sunday.</p>		
FOUNDATION REPORT	To be discussed at Joint Boards		
MEETING EVALUATION	Good discussion and content in meeting. A lot to get through.		
CLOSING PRAYER	Closing prayer		
NEXT MEETING	Tuesday 29 May 2018 at 5.45pm		