

**ST. JOSEPH'S CATHOLIC SCHOOL, FAIRFIELD  
MEETING OF BOARD OF TRUSTEES**

**MINUTES OF THE MEETING HELD 17 FEBRUARY 2010.  
LIBRARY @ 5:30PM**

**PRESENT:** C McPhillips, A Wainui, K Numa, K M Adams, A Graham, C McConnell,  
P Flanagan, C Fletcher, C Green , A Fisher (chaired), P McGirr, M Lovell,  
D Edwards, N Kampjes, H Clayton

**10.01 APOLOGIES**  
Nil

**10.02 WELCOME PRAYER**  
M Lovell

**10.03 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON  
14 October 2009 & 25 November 2009**  
The minutes of the meeting held on 14 October 2009 and 25 November 2009  
were confirmed.

Moved/Seconded: Anthony Fisher

**10.04 MATTERS ARISING FROM THE PREVIOUS MINUTES NOT  
OTHERWISE INCLUDED IN THIS AGENDA**  
Nil

**10.05 CORRESPONDENCE**  
The attached document 10/01 listing correspondence received since the last meeting of  
the Board and highlighting points of interest.  
**10.05.1 Strowan Avenue Traffic Management**  
Clark McPhillips outlined the School Traffic Management plan which is being prepared in  
conjunction with the Hamilton City Council. A temporary clearway has been placed on  
Strowan Avenue closer to the school end, assisting with a safer entrance into the school.  
A map of our school indicating where our community resides will go out to the community  
next week. The options of a school walking and/or cycle train is being investigated along  
with other ideas in a bid to alleviate the traffic congestion at the beginning and end of each  
school day.

**10.06 PARISH PASTORAL COUNCIL/ SPECIAL CHARACTER**  
**10.06.1 Parish Magazine**  
**Received**

Parish Magazine 2009

**10.06.2 Religious Education Digital Resource**

Nicky Kampjes (Director of Religious Studies) gave the Board a power point presentation  
of this resource. This programme is still in the early stages of development and there are  
still areas which need to be developed for ease of use. At this stage the school will  
continue using the current hard copy of our Religious Education resource. Arna is

endeavouring to attend meetings and questioning this intended new resource. Anthony advised that Arna has the full support of the Board to continue with this line of enquiry.

**10.07**

**REPORT OF THE PTFA**

**10.07.1 AGENDA OF MEETING**

**Received**

The agenda for the 8 February 2010 Annual General Meeting of the PTFA as previously circulated (10/02).

**10.08**

**NAG 1 and 2; CURRICULUM AND SELF- REVIEW**

**10.08.1 Revised Curriculum/National Standards**

**Noted in discussion**

- National standards are welcome. The concern lies in how the data collected will be used and the fact that they have not been trialled. The reading standards are specific, where the written language and mathematics standards are less so, with limited tools to measure accurately against these. Some achievements will have to be subjective.
- It appears to be focused on under achievers.
- Guidelines of what is exactly is required and the tools need to achieve this are specific in some areas and vague in others
- Teachers are now expected to write a mid- year report, reporting progress and next steps for teachers and parents to support learning
- General feeling this is system orientated not necessarily child focussed.
- Appears to be a lot of Union Pressure to do what is being asked and not question this. Where do teachers go for support if the Union are not there? Workplace support is one place offered
- Communication with our community is planned to explain the standards and the revised curriculum. Ideas of pod casting, meetings and information sharing were mooted.

**10.08.2 Year 3/4 Overnight Camp on Field at School**

**Approved**

Heather Clayton provided a detailed programme of Year 3 and 4 overnight camp in tents at School on 10/11 March 2010.

Moved/Seconded: Anthony Fisher

**10.08.3 Year 5/6 Overnight Camp Auckland Zoo**

**Approved**

Deidre Edwards provided a detailed programme of Year 5 and 6 overnight trip to Auckland Zoo 16/17/18 March 2010.

Moved/Seconded: Anthony Fisher

**10.09**

**NAG 3; PERSONNEL**

**10.09.1 New Staff Appointment 2010**

**Ratified**

Susan Reilly is appointed to teach as a scale A, Fixed Term teacher for the 2010 school year.

Moved; Arna Graham  
Seconded; Paul Flanagan

**10.09. 2 Primary Principals' Collective Agreement**

**Informed**

Bargaining has begun for the review of this collective agreement and principal employees will attend a paid union meeting on Friday 12 March from 7.30-9.30am

**10.09. 3 Primary Teachers' Collective Agreement**

**Informed**

Bargaining for the above collective has begun and the teaching staff who are members of this union will be attending a paid union meeting on Tuesday 9 March at 1.30pm at Fairfield Intermediate School. Parents will be asked to take their children home early on this day, with support staff and non-union staff remaining at school to care for students.

**10.09.4 Staffing Roll for 2010**

**Informed**

We are currently staffed at 18.46 to begin the school year. This will reduce by .1 as we have had an ORRS student move to Australia.

**10.09.5 Privacy Officers**

**Informed**

The Board was informed that Arna Graham and Paul Flanagan will remain the Privacy Officers for the Board for 2010.

Moved/Seconded; Anthony Fisher

**10.09.6 Principal's Report February 2010**

**Received**

The attached Principal's Report for February 2010, as previously circulated (10/03).

**10.10**

**NAG 4; FINANCE**

**10.10.1 Financial Updates**

**Received**

1. GST return for previous two months (1/11/2009-31/12/2009) completed – attached

2. Financial Assistance – an application was made to the Diocese Office, with support from Graeme Roil, on behalf of the board for \$20205.63 excluding GST as their contribution to the development of the new deck. The school's initial contribution is \$12,123.37 exclusive of GST. This will be funded from our property account held at the Diocese Office.

**10.10.2 Financial Statements**

**Ratified**

The financial statements for November 2009 and December 2009 were ratified, as detailed in the final financial statements from Education Services Limited (attached).

Moved; Cheryl Green  
Seconded; Paul Flanagan

**10.10.3 2010 Budget**

**Approved**

The 2010 budget has been approved.

Moved; Cheryl Green  
Seconded; Collette McConnell

**10.10.4 End of Year Payroll Summary**

**Received**

The Board Chair and Principal confirmed the end of year payroll summary for 2009, signing and forwarding this to the auditor for inclusion in the annual accounts.

**10.10.5 Acknowledgement**

**Noted in discussion**

The Board discussed some options for a personal acknowledgement from the school to be presented by the Board to this family. Arnna will investigate these options further and has full support to go ahead with this purchase.

**10.11**

**NAG 4; PROPERTY**

**10.11.1 Property Updates**

**Received**

1.Vandalism – over the holiday period extensive damage was done to the exterior of room 14 and the cloak bay of Room 7. This has been repaired and the insurance claim for this will be completed on receipt of the invoices for this. The Diocese Office was notified on the day of the damage and approval received to repair.

2.Deck – this has begun and is due for completion at the end of week 2. This has been a fabulous community and Diocese partnership to make this happen. Approximately \$20,000 has come from the Diocese Financial Assistance Scheme to make this project happen. A blessing of this area and letters of thanks will go home on completion of this project. What a community!

3.Water Mains Upgrade – An upgrade of this has been underway over the summer break along Strowan Avenue. This is due for completion at the end of week 2 and vehicle access will be reinstated at this time.

**10.12**

**NAG 6; LEGISLATIVE**

**10.12.1 Returning Officer Board of Elections**

**Appointed**

Ms April Taelangi, of RTH Election services has been appointed as our returning officer for the 2010 trustee elections. This meeting confirms this appointment and the dates for election, as prescribed by the Ministry of Education and New Zealand School Trustees.

Call for nominations by 15 March  
Nominations close noon 23 April  
Voting papers distributed by 28 April  
Voting day – close of voting 7 May  
Counting of votes – 13 May  
New board takes office – 14 May

**10.13**

**GENERAL BUSINESS**

**10.13.1 Board/Staff/PTFA BBQ**

Board/Staff/PTFA BBQ is planned for St Joseph's day on 19 March. Details to come.

**10.13.2 Next Board of Trustees Meeting**

Next Meeting date is set down for 25 March 2009 @ 5:30pm –  
Please note this is a Thursday

Meeting Closed at 8:00pm

Caprice Fletcher  
**For the Chairperson**  
21 February 2010