

**ST. JOSEPH'S CATHOLIC SCHOOL, FAIRFIELD
MEETING OF
BOARD OF TRUSTEES
AND
PARISH PASTORAL LEADERSHIP TEAM**

**MINUTES OF THE MEETING HELD 9 JUNE 2010.
LIBRARY @ 5:30PM**

PRESENT: **Board of Trustees:** H Clayton, A Wainui, A Graham, C McConnell, P Flanagan, C Fletcher, C Green, A Fisher (chaired), P McGirr, K M Adams, T Hermann, M Lovell,
Parish Pastoral Leadership Team : Dianne McGirr, Bob Cave, Richard Turnbull, Fr Joseph

10.42 APOLOGIES
Aroha Wainui for lateness

10.43 WELCOME PRAYER
Fr Joseph

10.44 WELCOME
Anthony Fisher welcomed Parish Pastoral Leadership Team for attending and Richard Turnbull responded. Arna Graham facilitated the meeting.

10.45 Brain Storming following questions took place

- What are the strengths of our Parish
- What are the strengths of our School
- Needs/Wants/Desires of Parish
- Needs/Wants/Desires of School

This enhanced the cross over of both identities to work together as one. Another meeting will be organised towards the end of this year to let everyone go back to their own committees and discuss this further before bringing the results together again.

10.46 Reconnect Programme
This is being promoted in our enrolment packs at present at school. This is a programme designed to welcome Catholics back into the fold who may have become disconnected through one form or another. This is being offered as six programmes operating from one to one and a half hours long.

Richard Turnbull has asked that he be advised when our new parents evening are to take place so that he can come and speak to our parents regarding this programme.

10.47 Closing Prayer

Fr Joseph offered a closing prayer and Grace was said for our meal together.

Meeting closed at 6:45 pm

Caprice Fletcher
For the Chairperson
14 June 2010

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

**MINUTES OF THE MEETING HELD 9 JUNE 2010.
LIBRARY @ 7:45PM**

PRESENT: H Clayton, A Wainui, A Graham, C McConnell, P Flanagan,
C Fletcher, C Green, A Fisher (chaired), P McGirr, K M Adams, T Hermann,
M Lovell,

**10.48 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON
29 April 2010**

The minutes of the meeting held on 29 April 2010

Moved/Seconded: Anthony Fisher

**10.49 ITEMS TO DE-STAR FROM JUNE AGENDA
8 (KM Adams) and 10.3 (Peter McGirr)**

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

10.50.1 Junior Readers

Heather Clayton spoke to this, a proposal has been discussed with Arnna Graham, Anthony Fisher, Cheryl Green and Donna Mace. This proposal was tabled, but would need further discussion with Cheryl Green. Once a decision had been made, this would be emailed to Board Members for approval.

10.50.2 Election of Officers

As this is the first meeting of the new Board of Trustees, the election of officers took place

Chairperson; Nominated Anthony Fisher

Moved: K M Adams
Seconded: Cheryl Green

Vice Chairperson; Nominated Aroha Wainui

Moved: KM Adams
Seconded: Anthony Fisher

Treasurer; Nominated Cheryl Green

Moved: Collette McConnell
Seconded: KM Adams

Minute Secretary; Nominated Caprice Fletcher

Moved; Mike Lovell
Seconded; Anthony Fisher

10.51 CORRESPONDENCE

The attached document 10/09 listing correspondence received since the last meeting of the Board and highlighting points of interest.

10.52 PARISH PASTORAL COUNCIL/ SPECIAL CHARACTER
No minutes have been received since March 2010 meeting

***10.53 REPORT OF THE PTFA**
10.53.1 MINUTES OF MEETING
Received

The minutes for the 3 May 2010 Meeting and Agenda for 31st May 2010 Meeting of the PTFA as previously circulated (10/10).

10.54 NAG 5; HEALTH & SAFETY
10.54.1 Condoned Truancy
Noted in discussion

- Families taking their children out during term time is still condoned truancy. Teachers have been asked to be very diligent when recording why children are absent from school. Children over the truancy time will be contacted by the School Attendance Services. Families are asked to write to the school regarding their time off, but this will not absolve them from truancy. Currently 35 children are absent over the next three weeks due to overseas holidays.
- Outside providers are not permitted to make children come to exams/rehearsals/classes during school time. Discernment and legalities around this was discussed. This extra-curricular tuition is valued by parents, however the management of this causes complexities for the school and is difficult when families take whole days for examinations, as opposed to an hour or two.
- Arna is in constant contact with the Ministry regarding truancy and what is acceptable.
- This is deemed to be a priority for the Ministry of Education to begin term 3, 2010.

10.55 NAG 4; FINANCE
10.55.1 Financial Statements
Ratified
Financial statements for April 2010.

Moved; Cheryl Green
Seconded; Collette McConnell

10.55.2 Financial Statements for 2009
Ratified
Financial statements for 2009 financial year

Moved: Arna Graham
Seconded; Anthony Fisher

10.55.3 National Standards
Informed

The purpose of this breakdown was to show the Board the cost involved in the National Standards rollout. The impact both financially in time has been noted. A suggestion was made that our local Member of Parliament may like to be made aware of this.

10.55.4 Teacher Thank You

Ratified

As a result of all the extra work that our teaching staff have had to do for the National Standards, the Board has offered each teaching staff member one day in lieu. There will be conditions attached to this, Arnna will relay this at the Staff Meeting on 14 June 2010.

Moved; Anthony Fisher
Seconded; Cheryl Green

10.56

NAG 4; PROPERTY

10.56.1 Sign on Wall

Informed

Ownership of the driveway is shared between the Parish and the School. The sign is attached to a building on our boundary. After discussion with the house owners, the sign will be removed, the holes created will be filled in and a structure will be placed to attach the sign to, as soon as the weather settles enough for this to be completed.

10.57

GENERAL BUSINESS

10.57.1 NZSTA Conference 9 – 11 July 2010, Christchurch

Ratified

Delegates to attend this conference in Christchurch will be Collette McConnell and Cheryl Green

Moved/Seconded; Anthony Fisher

10.57.2 Next Board of Trustees Meeting

Next meeting date is set down for 4 August 2010 @ 5:30pm. All other dates and times remain unchanged.

Meeting Closed at 8:30pm

Caprice Fletcher
For the Chairperson
14 June 2010