



ST THOMAS'S SCHOOL

St Thomas's School Board of Trustees Minutes of Meeting held via Zoom On Tuesday 16th February 2021

- 1. Present:** Michael Maher, Michael Morton, Georgia Houlker,
Claire Fromow, Jake Shand, Richard Klipin

- 2. Open & Welcome** Meeting opened at 6.34pm.

- 3. Apologies** Claudine Crabtree

- 4. Guests** 0

A video of St Thomas's fly over was shared with the board. This video will be shared at the Parent Information Evening and placed on the school website as well as shared in the school newsletter.

- 5. Elect Board Chair for 2021**

Michael Morton was unanimously re-elected as Board Chair for 2021. Georgia Houlker will remain as deputy chair.

Richard Klipin thanked the Chair and Principal for all of their hard work during 2021 and steering the school through the COVID-19 pandemic.

- 6. Declare interests** None

- 7. Previous Minutes**

The Board resolved that the minutes from the meeting held on 8th December 2020 are a true and accurate record.

R Klipin/J Shand

- 8. Correspondence**

Letter from Starship re: Immunisation Programmes Outcome 2020.

Letter from PTA re a donation of \$15,000. Reply to be sent.

- 9. Action List**

Snapshot of funding – G Houlker has liaised with Deryn and Principal.

Depreciation – G Houlker highlighted that Xero calculates depreciation every month so now there is no need for an end of year variation.

References for the preferred landscaping company have been checked out and these were very positive. A first site visit has been carried out. Contract is waiting to be signed. Everyone is in agreement to go ahead.

Investigate whether a summary graphic of the annual plan could be developed. – R Klipin to look into this.

10. Financial Report

YTD deficit of \$111k. \$48k is due to receiving less income from donations, PTA funds and international students. Increase in costs around COVID-19 resources i.e. Cleaning.

Principal/C Fromow

11. Principals Report

Roll is currently 646. An advertisement has been placed in this week's local newspaper for out of zone students turning 5 after May 1st and years 3 and 4.

The equivalent of 6 international students have been retained for 2021.

There was significant vandalism over the Christmas break. 11 trees have been drilled and poisoned and are now dying. Police have been informed.

A car lost control on Kohimarama Rd last week and mounted the footpath taking out 2 signs. This happened during school time.

Property – concrete paths that were damaged by trucks have been replaced, retaining walls around trees with seating has been finished.

Privacy Act was shared with staff at teacher only day.

PB4L team had their first full day of training in January. There will be a day each term for further training during 2021. Information about PB4L will be shared in future newsletters and will also be included in the Parent Information Evening.

COVID preparation took place before the students returned. Emergency plan was reviewed by the SLT. During this lockdown we have a small number of students of essential workers attending school. COVID response has gone well and online learning was in place by midday on the first day of lockdown.

Annual Plan has been updated on the principal's report for this year.

Music in Schools – would like to look into having music lessons taught during the school day. This is paid for by parents. There is a space in the STEAM centre that could be utilised for this. Principals proposal is to invite a couple of companies to put a proposal together for the next Board meeting.

Agreed

Parent information evening scheduled for 6.30pm on Thursday 11th March. Board Chair has agreed to speak. G Houliker will talk about the outdoor environment plans.

Parent wellbeing evening with Nathan Wallis to be held in the hall around May this year. This will be a public meeting which will be ticketed. 300 tickets will go on sale.

Funding for 5YA is just over \$500k. MoE will visit to look at where this will be directed.

New library has been set up with new furniture.

Upstairs layout has been tweaked to ensure it works for the number of students using the space.

Board training and succession training review to be looked at.

The school roll is reducing as there are not as many 5-year-olds living within the school zone compared to

previous years. Last year was the first year that we have taken students from out of zone. We are being proactive in establishing the roll and will take out of zone students again this year to ensure that we have adequate operational funding and staffing. It would be ideal to maintain the roll at over 700 students.

Sickbay report – no injuries requiring further medical assistance.

G Houlker/C Fromow

12. Policy – Remuneration and Expense Policy

Approved.

13. Key Issues:

Budget

Does not contain the depreciation update. \$82k deficit should now be around \$30k. Board have approved the budget in advance of the change to the deficit.

Chair/Principal

Student Achievement Data

Not a lot of change from previous years. Reduction in absenteeism due to COVID-19 as students were marked as attending while home during lockdown.

Reading has 82.3% achieving 'at or above' curriculum expectations overall with 85.5% of girls achieving 'at or above' expectations.

Maths has 82.5% achieving 'at or above' curriculum expectations overall with 84.2% of boys achieving 'at or above' expectations.

Writing was challenging for students during lockdown as it was difficult for teachers to model writing lessons and achievement dropped during COVID-19 with 75.5% achieving 'at or above' curriculum expectations overall and 83.8% of girls achieving 'at or above' expectations.

SLT will work with team leaders to identify areas that need to be worked on.

HERO roll out has gone well. Reporting being worked on and be ready for Term 2. Logging out still an issue for parents who then miss out on push notifications. This is being looked into.

R Klipin/G Houlker

14. PTA Update

Minutes noted.

15. General Business

Music in Schools

Discussed earlier.

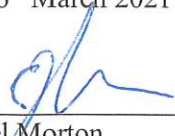
The Powhiri which was planned for this Friday has had to be postponed.

Year 6 camp has been postponed until Term 3 week 8. Parents have been pleased with the fast action that decisions have been made and thanked staff.

The meeting closed at 7.44pm.

Next meeting: 16th March 2021 6.30pm

Signed:



Michael Morton
Chair

Date:

