



ST THOMAS'S  
SCHOOL

**St Thomas's School Board of Trustees  
Minutes of Meeting held in the Staff Room  
On Tuesday 17 May 2022**

1. **Present:** Michael Maher, Michael Morton, Georgia Houlker,  
Claire Fromow, Nick Chapman, Annika Lim

2. **Open & Welcome** Meeting opened at 6.32pm.

3. **Apologies** None

4. **Guests** 0

5. **Declare interests** None

6. **Presentation from Emma Johnson on PB4L – postponed**

7. **Previous Minutes**

The Board resolved that the minutes from the meeting held on 12 May 2022 are a true and accurate record.

*N Chapman/Chair*

8. **Correspondence**

Student Care have submitted their termly report.  
Response to Official Information Request.  
RSM – Planning for Audit

9. **Action List**

G Houlker to send info to T Hill.  
All other actions are completed.

10. **Financial Report**

An extra grant of \$19.5k for bikes has come in from Sport Auckland. \$16k from MoE has been received for staffing COVID costs. Parent donations continue to come in. Reminders to those who haven't paid will be sent again. Revenue received in advance, funds held for capital projects of \$9+k, this is incorrect and have asked for this to be removed. ESOL grant has gone up by \$7k this year.

Bike track funds are doing well and will cover all costs.

*G Houlker/C Fromow*

11. **Principal's Report**

We currently have 3 International Students. Principal attended the Ministers announcement last week where it was announced that under year 9 international students will be allowed to return to NZ from the 31<sup>st</sup> July 2022. A review of our strategy and promotional material for international students will be carried out. The team will start brainstorming this and tap into Nick's knowledge.

Covid update – This week we have approximately 15% of students absent, and staff absences have increased as well. This is not all COVID but other viruses. There is a scarcity of relievers at the moment so some classes are being split.

CES quote for carrying out the Returning Officers Role for this year's board election has been received. The Board would like the election date to be early September. Chair to look at the process and confirm this date. Board agreed to go ahead with CES carrying out the Returning Officer Role.

Sick Bay report – 1 incident requiring further medical treatment.

*C Fromow/A Lim*

## **12. Key Issues:**

### **2021 Draft Annual Report**

The Auditors report came in today. Nothing has changed substantially, and nothing noted of concern. Nick has been noted as being co-opted as a Board member – check the minutes to confirm that Nick has been appointed as a board member.

This document needs to be signed by the 31<sup>st</sup> May. Chair and G Houlker to give feedback tomorrow and Chair will come in on Friday to sign.

### **5YA Amended Annual Report**

A few items have been repriced but nothing substantial has changed. The Board approves these changes.

### **Financial Long-Term Plan for Income Streams**

Will discuss In Committee.

## **13. PTA**

Bike track opening scheduled for 10 June but dependent on bikes being onsite. Will start planning for this and speak to the PTA about being involved.

## **14. General Business**

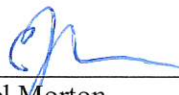
The meeting closed at 7.46pm.

Next meeting: Tuesday 21<sup>st</sup> June 2022 6.30pm

Signed: \_\_\_\_\_

Michael Morton  
Chair

Date: \_\_\_\_\_

  
16/8/22