



ST THOMAS'S
SCHOOL

**St Thomas's School Board of Trustees
Minutes of Meeting held in the Staff Room
On Tuesday 21 June 2022**

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

2. **Open & Welcome** Meeting opened at 6.30pm.

3. **Apologies** Michael Maher and Georgia Houlker

4. **Guests** 0

5. **Declare interests** None

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

7. **Previous Minutes**

The Board resolved that the minutes from the meeting held on 17 May 2022 are a true and accurate record.

N Chapman/A Lim

8. **Correspondence**

Student Care Term 2 Report

NZEI Te Rui Roa – Paid union meetings via zoom have taken place.

Argyle Schoolwear – price increase from 1st July.

9. **Action List**

All completed. G Houlker's actions to be carried over.

10. **Financial Report**

YTD \$30k up on donations versus this time last year. C Fromow to look at the laptop allocation cost which seems high. \$5k legal costs – Chair to speak to Principal about recovering this cost. Surplus is up on the same time as last year.

C Fromow/A Lim

11. **Principal's Report**

Roll is now at 700 students.

There have been a lot of issues with traffic outside of school at drop off and pick up. Auckland Transport have been turning up regularly to monitor this and ticket illegal parking. Michael has raised his concerns about not getting a raised Kea crossing with AT and is planning to raise a petition with the community in Term 3.

School donations in the report are out of date so these will be updated for the next meeting.

A meeting was held with Enroller regarding a digital platform for International Students.

Have started meeting with agents for international students in preparation for 2023 enrolments.

The bikes in the container are all insured.

The trees that are being replaced have been removed and boxes have been prepared for replanting.

Parent Survey – a draft was shared with the Board. Would like to get this sent out and returned this term with a plan to present the results at the first meeting of Term 3. C Fromow will make changes as suggested by the board and send this out to the community on behalf of the Board and Principal.

Suggested donations increase for 2023 is raising it to \$495 with a discounted rate of \$480 if paid by 31st March or for one or more siblings. Also consider offering an option to pay more. Termly fees will be rounded up.

A review of roll numbers by year group and girl/boy for the last 5 years. Also retrieve year 6 leavers data.

CES are acting as returning officer for our Board elections. Nomination papers will be sent out before the end of Term 2.

Chair/A Lim

12. Policies

Travel Policy – Annika will look into some wording for the use of private vehicles for work travel. Amend typo in point 8. Reword first paragraph.

International Students - Approved

Fee Protection and Refund Policy – Approved

Wheels Policy – Remove last sentence. This will be shared in a school newsletter. Approved

13. Key Issues:

Year 8 Camp

55 students going to Camp Bentzen on the 19th September. They will travel by bus and ferry for transport to the Island. Ratios are met and a cost of \$400 per student for 4 nights. Share RAMs to Board.

Approved

Community Survey

Discussed earlier.

Request for Parent to use School Van for Water Polo Tournament

Three tournaments coming up. No staff attend this is a parent funded event and a waiver is signed by parents. They would like to borrow the school van for these tournaments.

Approved

14. PTA


Minutes as read.

15. General Business

The meeting closed at 8.24pm.

Next meeting: Tuesday 16th August 2022 6.30pm

Signed: _____


Michael Morton
Chair

Date: _____

