



ST THOMAS'S
SCHOOL

**St Thomas's School Board of Trustees
Minutes of Meeting held in the Staff Room
On Tuesday 16 August 2022**

1. **Present:** Michael Morton, Michael Maher, Claire Fromow, Georgia Houlker, Annika Lim
2. **Open & Welcome** Meeting opened at 6.34pm.
3. **Apologies** Nick Chapman
4. **Guests** Ingrid May and Amy Thurston
5. **Declare interests** None
6. **Strategic Plan Presentation from Ingrid May and Amy Thurston**
Community engagement under sustainability
Staff retention, recruitment and leadership needs to be included
The Strategic plan is approved with the above changes.

7. **Previous Minutes**

The Board resolved that the minutes from the meeting held on 21 June 2022 are a true and accurate record.

A Lim/C Fromow

8. **Action List**

Unable to claim back \$5k of legal costs
Georgia to email the changes to policy
Georgia to look at the fundraising sign next year once the next project has been decided.
Claire to share results of survey with Board
Share key parts of the Wheels Policy in this week's newsletter
Annika's action to carry over

9. **Financial Report**

It was agreed that it is not necessary to have the detailed information section of the financial report for each board meeting. Would like to keep the Financial Performance with the graphs.

Currently ahead of where we are budgeted to be. Donations are up.

A Lim/G Houlker

Budget Statement of Financial Position agreed.

C Fromow/G Houlker

10. **Principal's Report**

Health and Safety – we have done four weeks of mask wearing. Absentees has gone down as the term has progressed. Recommend that mask wearing is optional following recent information from MoE. This will be communicated in the next newsletter. Reminder that masks to be worn by parents attending assemblies.

Purchasing of bike racks to take place.

Enroller is an administration programme to use for International Students, enrolments, agents, monitoring of students. Would like to sign up for 12 months initially. Agreed.

Road Safety Petition – 87 currently replied. This will be included again in this week's newsletter.

New Entrant transition programme – all in agreement of proceeding to the next stage.

Out of Zone Ballot sign will be put up next week.

Landscape roll out – bike track complete and trees have been planted. The next stage is plans for the front of the school. Re-engage with architects to develop this area. Board to fund this. Would then like to create new basketball courts and use the fundraising thermometer for this and aim to get this done in Term 4 2023. Look at grants to support basketball courts and contact Basketball NZ.

Send information with the community about the new Board using their profiles via Hero in week 5.

Recommended that each Board member has their own school email address. Remove mobile numbers from the website.

A Lim/Chair

11. Key Issues:

Strategic Plan

Discussed above.

eAsTTle Data

Nothing of major concern that differs from previous years. Māori and Pacifica report handed out and tracking well. Pacifica students are outperforming the national averages.

Out of Zone Ballot

An out of zone ballot will take place for students for 2023.

12. PTA


Minutes as read.

13. General Business

The meeting closed at 8.37 pm.

Next meeting: Tuesday 1st November 2022 6.30pm

Signed:



Michael Morton
Chair

Date: _____