



ST THOMAS'S
SCHOOL

**Minutes of Meeting held in the Staff Room
On Wednesday 19 June 2024**

1. **Present** Ingrid May, Claire Fromow, Nick Chapman, Annika Lim, Megan Wheeler, Alistair Monk and Arapeta Albert
2. **Apologies** Michael Maher
3. **Karakia, Open & Welcome** Meeting opened at 6.30 pm
4. **Declaration of interests** None
5. **Previous Minutes** The Board resolved that the minutes from the meeting held on 21 May 2024 are a true and accurate record.
Confirmed – M Wheeler & N Chapman
6. **Correspondence** Student-Care Report Term 2, 2024 - Noted
7. **Action List** No actions outstanding.
8. **Financial Report** Financial Report
 - i. May Financial report
 - ii. May Statement of Financial Performance*Confirmed – C Fromow & N Chapman*
9. **Principal's Report**
 - i. Y1 & Y2 teachers have completed the BSLA course through Canterbury University and Y3 team are doing the course Term 3 & 4, 2024.
 - ii. ERO are due to come in to the school in term 3.
 - iii. Overall Teacher Judgement (OTJ) – Claire led a staff meeting focusing on "OTJ moderation".
 - iv. There are drainage issues with the proposed basketball court. Alternatively, upgrading the hall with a basketball court inside, could be an option. A detailed feasibility study in Term 3 is proposed for both options.*I May*
10. **Policies**
 - i. School Van Policy - approved
 - ii. Refund Policy for International Fee Paying Students – Approved with some changes.*N Chapman & A Lim*
11. **General Business**
 - i. Introducing new Board member Arapeta to the Community – Arapeta will write something for this week's newsletter.*C Fromow & I May*
12. **Meeting Review** Indepth and succinct discussion around the board table.

The meeting closed at 7.20 p.m.

Next meeting: Tuesday 13 August 2024

Signed: _____

Nick Chapman
Chair

Date: _____