

**TUESDAY 11 February 2025**  
**7.00pm Board Room St Ignatius of Loyola Catholic College**  
**Mass at 6pm**

**PRESENT:** Linda McQuade, John Gilbert, Elvira Balle, Dean Wearmouth, Nadia McFadden, Catherine Rawlinson, Barbara Lee, Joseph Fa'afiu, Benjamin Speedy, Andrea Clark.

**1. APOLOGIES - none**

**2. BEGINNING OF YEAR PROCESSES:**

**ELECTION OF PRESIDING MEMBER FOR 2025:**

Linda stood down as chair and asked Dean Wearmouth to take the Chair for the nomination process.

Motion: That Linda McQuade be nominated as Presiding Member

MOVED: John Gilbert     SECONDED: Catherine Rawlinson

**CODE OF CONDUCT:**

Board members were asked to re-sign the Code of Conduct. All members completed and returned.

**REAPPROVAL OF DELEGATIONS**

The Policy Committee at its meeting reviewed "The Delegation and Committee Principles" document and suggested amendments were highlighted in red in the document distributed prior to the meeting.

Discussion: Principal can no longer close the school without consultation with the Board of Trustees.

MOTION: That "The Delegations and Committee Principles" document with suggested amendments be accepted.

MOVED: Barbara Lee     SECONDED: Linda McQuade

**3. CONFLICT OF INTEREST REGISTER**

Updated and no new conflicts. Being on the Board of one the College's contributing schools does not pose a Conflict of Interest

**4. MINUTES OF THE MEETING** held on 3 December 2024

MOTION: That the minutes of the previous meeting held on 03 December 2024 were confirmed as a true and correct record.

MOVED: Linda McQuade     SECONDED: John Gilbert

**5. MATTERS ARISING:**

From 5 November 2024: Supplementary Deed of Agreement for staged maximum roll to reach a maximum roll of 900 by 2030

From 3 December 2024: None

**6. Correspondence:** Taken as read

- Kiwi Rail to CDA and Response of Diocese to Kiwi: Re removal of designation on school land because of not proceeding with the future four-tracking of the railway line between Papakura and Pukekohe and a walking and cycling path between Drury and Pukekohe.

Discussion: There will be no pedestrian access from the future station based near the school. No walkway or cycle way to be built. Issues will need to be addressed prior to MOE stopping free bus services from area with access by rail.

- JEA advised us of a change in personnel – document distributed in board pack

- Correspondence received from Auditor:

MOTION: That the board agrees to the appointment of Haines Norton as the College Auditor for three financial years ending December 2024, December 2025 and December 2026

MOVED: John Gilbert

SECONDED: Linda McQuade

## **7. POLICY COMMITTEE REPORT**

In addition to reviewing the “The Delegations and Committee Principles” document, the committee also relooked at the “Enrolment Policy”. The words “or cancelled” was added to the 7<sup>th</sup> bullet point of number three on the enrolment policy. This was distributed for viewing prior to the meeting.

MOTION: We approve the changes made to the enrolment policy

MOVED: Benjamin Speedy    SECONDED: Catherine Rawlinson

## **8. FINANCE REPORT AND PROPERTY MEETING REPORT**

December 2024 Reports were circulated and considered by the finance subcommittee. We confirm that we have sufficient funds to meet all our bills as they fall due.

Discussion: New gymnasium proposal – Auckland University building relocation.

Savory will complete a site visit and will provide a quote soon.

MOTION: That the board agree to support the decision of the Diocese to procure the gymnasium for the College and arrange finance for the College to be re-paid through the Proprietor Contribution

MOVED: Linda McQuade    SECONDED: Benjamin Speedy

Proprietor Contribution for the 2026 school year

MOTION: That we increase the 2026 financial contribution to \$350 (increase of \$50)

MOVED: John Gilbert    SECONDED: Nadia McFadden

### **Principal’s Wellbeing**

There was an unspent allowance from the 2024 allocation in this budget we would like for the Principal to continue to use this for 2025.

MOTION: That the expenditure of \$3,466.27 from the 2024 allocation be approved and the unspent amount of \$2533.28 be carried forward for expenditure this year.

MOVED: John Gilbert    SECONDED: Benjamin Speedy

## **9. PRINCIPAL’S REPORT**

The report dated January 2025 has been circulated and taken as read.

### **DISCUSSION:**

Roll: We are currently one over our allocated roll. This is not concerning as there will be natural changes as the year progresses.

Attendance: New codes for schools to use in accordance with Ministry of Education requirements.

Draft annual plan: There have been adjustments to the draft annual plan. An additional goal for attendance was added and an assurance around the new curriculum (in particular Maths).

Closed for instruction Teacher Only Day for approval: School will be closed for instruction in Term 2 Tuesday 3rd June and Term 4 Wednesday 22nd October

**MOTION:** That St Ignatius of Loyola Catholic College will be closed for instruction on Tuesday 3rd June 2025 and Wednesday 22nd October 2025 for staff professional development days.

MOVED: Dean Wearmouth      SECONDED: John Gilbert

Staff Retreat: Dean Wearmouth proposes that a Staff Retreat Day be held on the 19<sup>th</sup> September. This would mean extending the school year to finish on Friday 12th December rather than Thursday 11th December

MOTION: That we approve a Teacher Only Day for a staff retreat on Friday 19th September and finish the school year on Friday 12<sup>th</sup> December.

MOVED: Dean Wearmouth      SECONDED: John Gilbert

### Annual Plan: Taken as read.

MOTION: That the Annual Plan be accepted

Function Dates: The board is invited to Professional Development on the 23<sup>rd</sup> February – 3.00 followed by mass at 5pm. Dedication Mass 11.15am (arrive at 11.00) and followed by the House Parades.

MOTION: That the Principal's report for January 2025 be accepted

MOVED: Dean Wearmouth SECONDED: Linda McQuade

## 10. Board Formation

Board Formation sessions scheduled for March 8, June 7, Sept 6, November 8 are all held online – Linda will circulate the document.

## 11. General Business

**Funding Applications:** Andrea Clark has been organizing funding applications for a compact confidence course for the use of students at the college.

The board resolves to apply for:

- It was resolved to apply to **Grassroots Trust Limited** for a grant to supply and install a Compact Confidence Course at our school. The amount requested is \$60,000.
  - It was resolved to apply to **The Akarana Community Trust** for a grant to supply and install a Compact Confidence Course at our school. The amount requested is \$20,000.
  - It was resolved to apply to **One Foundation Limited** for a grant to supply and install a Compact Confidence Course at our school. The amount requested is \$20,000.
  - It was resolved to apply to **Four Winds Foundation Limited** for a grant to supply and install a Compact Confidence Course at our school. The amount requested is \$20,000.
  - It was resolved to apply to **Auckland City Council; Sport and Recreation Fund** for a grant to supply and install a Compact Confidence Course at our school. The amount requested is \$120,000.

MOTION: That the listed resolutions be accepted for funding applications

MOVED: Dean Wearmouth SECONDED: Elvira Balle

## 12. Personnel Report:

IN COMMITTEE

Moved by the Chair that at 8.13pm: "The meeting go into committee" and that the public be excluded from the following parts of the proceedings of the meeting, namely Personnel Report. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: this matter contains personnel information and there are reasonable grounds for the passing of this resolution to protect the identity and privacy of the personnel to be discussed"

**Board moved out of Committee at 8.25pm**

**Buses:** Ministry of Ed changed our transport inclusion zone. Parents have been understandably unhappy about this. Ministry has been inconsistent in their messaging and this has changed family transport plans creating insecurity within our school community.

**Upcoming Committee Dates:**

Catholic Character: Tuesday 18<sup>th</sup> February 6pm

Finance and Property: Tuesday 18<sup>th</sup> February 7pm

Next Board Meeting: 11 March 6.30pm – interview by Reviewer followed by meeting at 7pm

**13. Closing Prayer – Catherine**

Meeting closed at 8.29pm