

# ST IGNATIUS OF LOYOLA CATHOLIC COLLEGE BOARD

## MEETING MINUTES

TUESDAY 14<sup>th</sup> October 2025

6.30pm SIOLCC

1. **PRESENT:** Apaula Lautua, Barbara Lee, Elvira Balle, John Gilbert, Benjamin Speedy, Andrea Clark, Dean Wearmouth, Nadia McFadden, Catherine Rawlinson, Linda McQuade

Guests: Luke Williams, Melanie Kemp – introduced by Dean

2. **OPENING PRAYER** – Apaula
3. **APOLOGIES** – Thomas Eyton Fa'afui, Joseph Fa'afui
4. **ATTENDANCE PLAN** – Luke Williams (guest speaker)

Luke provided us with a comprehensive overview of the attendance plan in place at the College to re-assure us that the school is meeting its obligations to the Ministry of Education.

The College is exceeding the goals that have been set by MOE. There are areas of concern and Luke walked us through the strategies in place to improve these areas. Many thanks to Luke and his team for the excellent work they are doing here.

Thanks extended to Luke for his work in this area. Luke Williams Left the meeting

### 5. MINUTES OF THE LAST MEETING

Corrections: Barbara's name was spelt incorrectly and there was a typo in the recording of year – it should read 2025.

MOTION: That the Minutes of the Meeting held on 9th September 2025 be accepted

MOVED: Andrea Clark

SECONDED: Catherine Rawlinson

### 6. MATTERS ARISING:

Nil

### 7. CORRESPONDENCE:

Nil

### 8. POLICY COMMITTEE (16 SEPTEMBER)

Two policies were reviewed at the most recent meeting and sent out to be read.

- Enrolment Policy

MOTION: That the Enrolment Policy be updated and accepted

MOVED: Barbara Lee

SECONDED: John Gilbert

- The Board Roles and Responsibilities Policy

6.2 Spelling error in Eligibility - corrected  
MOTION: That the Board Roles and Responsibilities Policy be updated and accepted  
MOVED: Nadia McFadden    SECONDED: John Gilbert

## **9. FINANCE COMMITTEE REPORT (16 SEPTEMBER)**

August 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: Dean explained how we are in credit with our staffing allocation. It's important we remain within the parameters set by the Ministry so that we are not 'charged' for a teacher's salary. We are able to use any credit to fund relief teachers. Operational and Staff Funding has required some work from Dean to arrive at the correct number of students at school.

MOTION: That we approve the Finance Report for September 2025  
MOVED: John Gilbert    SECONDED: Apaula Lautua

## **10. PROPERTY COMMITTEE REPORT (16 SEPTEMBER) – Taken as read**

MOTION: That we approve the Property Report for September 2025  
MOVED: Apaula    SECONDED: John

## **11. PRINCIPAL'S REPORT – Taken as read**

DISCUSSION: Enrolments – lots of enrolments so far from prospective Year 7s.  
Year 9 – Co-Req – Reading – amazing results 94% of students passed. This is a wonderful achievement for our College.  
Year 10 – the information evening went really well. Lots of questions from whanau.  
No need to do Strategic Plans at this stage. New Strategic Plan required for the start of 2027.  
Annual Implementation Plan will continue to be updated by Dean and will inform planning going forward.

MOTION: That the Principal's Report for September 2025 be accepted  
MOVED: Dean Wearmouth    SECONDED: Linda McQuade

## **12. GENERAL BUSINESS**

- Application to Trillian Trust for \$11,287.93 in funding to purchase sports equipment.  
MOTION: That the St Ignatius of Loyola Catholic College Board of Trustees approves the application to the Trillian Trust for \$11,287.93 in funding to purchase equipment.  
MOVED: Andrea Clark    SECONDED: Barbara Lee

- Staff function

MOTION: That \$600 towards the staff end of year function will be provided from the Board Budget

MOVED: John Gilbert

SECONDED: Catherine Rawlinson

Melanie Kemp left the meeting.

### **13. DATES FOR NEXT MEETINGS**

21<sup>st</sup> October - 6pm – Catholic Character

21<sup>st</sup> October – 7pm – Finance

8<sup>th</sup> November – 11am – Board Formation online

11<sup>th</sup> November – 6.30pm – Board Meeting

Opening prayer: Nadia

Closing prayer: Ben

Future - Board Meeting - 9<sup>th</sup> December final meeting for the year

### **14. PERSONNEL MATTERS**

IN COMMITTEE – Time moved in Committee 7.31pm

Moved by the Chair that: "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"

- Approval of In-Committee Minutes x2
- Personnel Report

Out of committee – 7.43pm

### **15. CLOSING PRAYER – Barbara**