

**ST IGNATIUS OF LOYOLA CATHOLIC COLLEGE BOARD  
MEETING MINUTES**

**TUESDAY 3 SEPTEMBER 2024  
7.00pm Board Room St Ignatius of Loyola Catholic College**

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

**1. Election of Deputy Presiding Member:**

In the absence of Linda McQuade Dean took the Chair and called for the nomination of the Deputy Presiding Member.

John Gilbert was nominated:

MOTION: John Gilbert be elected as the deputy presiding member

MOVED: Nadia McFadden

SECONDED: Elvira Balle

**2. Opening Prayer and CESB training video**

a. Prayer said for Bishop Dennis who recently passed away.

**3. Apologies:** Linda McQuade, Andrea Clark, Apaula Lautua

**4. Update of Conflict of Interest Register**

No updates

**5. Minutes of the Meeting held on 6 August 2024**

MOTION: That the minutes of the previous meeting held on 06<sup>th</sup> August 2024 are confirmed as a true and correct record.

MOVED: John Gilbert      SECONDED: Benjamin Speedy

**6. Matters Arising:**

School Bridge Process for ensuring safe practices for overnight EOTC trips to be distributed to the board. These were very comprehensive documents.

**7. Correspondence:**

- College and MOE re Strategic Plan Aug 24 Taken as read  
DW continue with the current plan and then develop a new plan in 2026 in line with all other schools. This will keep up in line with any new requirements from MoE. Dean has started working on the new plan with any financial implications to the Finance committee. Below is the link to our current strategic plan for those new to the BoT:  
<https://www.ignatius.school.nz/about/school-board>
- ACFL – Attendance Dues rates for 2025. Taken as read  
ACFL – Attendance Dues rates for 2025 have been set and notice has been given in the SIOCCL newsletter.

**8. Special Character Committee(meeting held on 13 August 2024):**

Report from the 13<sup>th</sup> August meeting – taken as read

- Started with an imaginative prayer exercise lead by Father Eke – appreciated by board members.
- Matt Grevatt ran an interactive section to show us how the goals of Catholic Education are being carried out in school.
- Interesting chat about JACSA with Father Eke.

- Three members are writing the catholic character reports Encounter with Christ (Nadia),Growth in Knowledge (Catherine), Christian Witness (Linda).

MOTION: That the Catholic Character Report be accepted

MOVED: Catherine Rawlinson

SECONDED: Benjamin Speedy

**9. Finance Committee Report** (meeting held on 13 August 2024)

Report from the 13<sup>th</sup> August meeting – taken as read

Finance reports circulated to and considered by the finance subcommittee. We can meet all our bills as they fall due.

- The next set of financials will make more sense as John has been working with Avril to iron out issues.
- Discussion about accessing the next lot of money due to the school. This is being put into an account to accrue interest until needed.

MOTION: That the Finance August Reports be accepted.

MOVED: John Gilbert

SECONDED: Elvira Balle

**10. Property Report** (meeting held on 13 August 2024)

No new updates on property.

Committee has been discussing the use of cameras in school for security. Gallagher is helping with this.

MOTION: That the Property August 2024 be accepted

MOVED: John Gilbert

SECONDED: Nadia McFadden

**11. Principal's Report**

Report dated August 2024 has been circulated and taken as read.

- Range of students who did the NCEA co-requisites did well. Based the candidates on readiness rather than a blanket approach. Lots of concern from principals in general about the co-requisites – this can prevent students from achieving even if they are really strong in other areas. CR acknowledged Dean's wisdom in being thoughtful in which students were ready for the NCEA co-requisites.
- DW very pleased with the weekly excellence review grades.
- Enrolment information from St Josephs is that they are increasing significantly at Year 5. There is potential to ask for more places from the Vicar of Education for the priority one students if there are more places required at Year 7. A bit of frustration from other schools towards SIOLCC who are seen to be 'taking families' from their schools.

Board Assurances:

- Safety vetting: All teaching and relief staff hold current practising certificates and all support staff hold current police vets.
- Staff recruitment and selection: procedures for staff selection and appointment are being implemented as per Board Policy, Ministry of Education guidelines and collective agreements, including identity and registration checks, and board delegation for appointment committees.
- Policy Statements: all board policies can be accessed via the school web site.

MOTION: That August Principal's Report be accepted.

MOVED: Dean Wearmouth

SECONDED: Catherine Rawlinson

**12. Personnel Report:**

IN COMMITTEE

Moved 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"

MOTION: That we move into committee

MOVED: John Gilbert      SECONDED: Barbara Lee

**13. General Business:**

DW New uniform – timeline is around a year long process. We need to start considering this. Catherine Bamber O’Malley is surveying parents about some options for senior students.

NM – Meeting review time are we happy with 7pm? Majority happy with 7pm

BS asked to have a look at the Stage 2 building plans and have a walk around the school to see where everything will be located. Next meeting we will meet at 6pm on the 5<sup>th</sup> November to do this.

JG suggests some work for the BoT around formation with the Jesuits. We all appreciated and learnt from the previous formation sessions. DW will discuss with Father Michael.

**14. Prior approval of leave**

Nil

**15. Meeting Dates:**

CATHOLIC CHARACTER: 15<sup>th</sup> October 6pm (no September Meeting)

POLICY: 17<sup>th</sup> September 6pm

FINANCE: 17<sup>TH</sup> September 7pm

Property: 17<sup>th</sup> September 7pm (to follow Finance)

BOARD MEETING: 5<sup>th</sup> November 7pm. **We will start at 6pm** to have a look at the plans for the new buildings. *Please note there is no October meeting.*

*Opening Prayer:* Opening Prayer and CESB training video

*Closing Prayer:* Andrea

<b>ACTIONS</b>	
From 03 September	
Nil	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**16. Closing Prayer – (Catherine Rawlinson)**

**CLOSE MEETING: 8.09pm**