

**MINUTES of
Establishment Board Meeting
St Ignatius of Loyola Catholic College
SIOL, Burtt Road, Drury**

Tuesday 07th May 2024 at 6.30pm (supper and photo) meeting start 7.20pm

PRESENT: Linda McQuade – Presiding Member, John Mills – DP, John Gilbert - Chair Finance Committee, Elvira Balle – Secretary, Dean Wearmouth, Patrick Buckley, Nadia McFadden, Claire Stapleton, Catherine Rawlinson, Apaula Lautua

N.B Monica Johnson's contract with MOE as Governance Facilitator finished on 1 May 2024.

1. OPENING PRAYER: John Mills

2. APOLOGIES: Nil

3. CONFLICT OF INTEREST – Updates – nil

4. MINUTES OF MEETING HELD ON 05th March 2024

MOTION: That the minutes of the previous meeting held on 05th March 2024 were confirmed as a true and correct record.

MOVED: Catherine Rawlinson SECONDED: Patrick Buckley

5. MATTERS ARISING:

Board election update:

- Timelines that have been submitted have passed now.
- New set of dates will be prepared and submitted to MOE. Linda will advise board of the new dates being submitted.
- Report written by MOE but no explanation as to why the notice has not gone in the *NZ Gazette*.

6. CORRESPONDENCE: Taken as read.

Inwards: Email dated 08th April re. Babara Watkins appointment –circulated

7. Special Character Committee:

Report from the 19th March – taken as read

- Parent Formation has started in Term 1 – will continue this term
- Highly commend Matt (DRS) on the fantastic work that has been done thus far.

MOTION: That the minutes of the previous meeting held on 19th March 2024 be accepted.

MOVED: Linda McQuade SECONDED: Claire Stapleton

8. FINANCE:

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

MOTION: That the Finance March 2024 Reports be accepted.

MOVED: John Gilbert

SECONDED: John Mills

9. PRINCIPALS REPORT

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

Key points:

- A new person at the MOE has advised that some students living in Wattle Downs and a part of The Gardens are not eligible for the MOE free bus service, as St Anne's Manurewa is the closest Catholic school for Y7&8 students living in these areas. Our current students living in the area enrolled at the College based on the initial MOE information. There is a need for MOE to honour the commitment.
Dean has used Google earth and plotted the mid distance line between SIOGCC and McAuley and De la Salle and it shows the area in question is closer to SIOGCC. The MoE reply is they are looking at the situation.
Families enrolling students for 2025 have been informed of the situation. Lots of heartache for these families.
- 2025 enrolments have been completed with only Priority 1 and 2 families being accepted. Families from our 3 feeder schools who do not live within the Home Zone have not been accepted as they fall into Priority 3.
- Assessment and tracking – data to be used as foundation for the year.
- Term reporting – tracking expectation 3.00
- ERO Visit – planning for growth, working with Iwi a lot more, they were very complimentary. A report will be provided. Blown away by the students.
- Akonga Electives; teachers out there with the students. Compliment from Australia – good practice.

Board Assurances:

Safety vetting: All teaching and relief staff hold current practising certificates and all support staff hold current police vets.

Teacher performance: All teaching staff have an assigned line manager who they meet regularly and a growth cycle in

MOTION: That the Principal April Report be accepted.

MOVED: Dean Wearmouth

SECONDED: Claire Stapleton

10. Revised Meeting dates: – current Board will continue in office until new board is elected.

11. GENERAL BUSINESS:

Feedback from the Steering Committee that they are looking forward to the on Mass 18th May Open Day was very successful.

12. IN-COMMITTEE FOR PERSONNEL COMMITTEE REPORT

At 08:08pm Moved by the Chair that “the meeting go into Committee” and 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 personal information and there are reasonable grounds for the passing of this resolution to protect the identity and privacy of the personnel to be discussed”

Moved out being In-Committee at 8.10pm

Meeting Dates:

CATHOLIC CHARACTER: Tuesday 21st May 6.00pm

FINANCE & PROPERTY: Tuesday 21st May 7.00pm

BOARD MEETING: 04th June at 7.00pm

Opening Prayer: Apaula

Examen: Claire

CLOSE MEETING: 8.19pm

ACTIONS	
From 07 th May	
New Board Election dates	LM

Signed: _____

Date: _____