



St Peter's College, Gore
Meeting of the School Board
held on Wednesday 19th June 2024
at 6:00pm in the School Library

PRESENT: John Hogue (Presiding Member), Ruth Mitchell, Ceri Macleod, Adele McGarry, Cathy Puna, Sam Sanson, Catherine Sayer, Fr Sani Lam, Aaron Stevenson, Tara Quinney (Principal)

ATTENDEES: Nicola Hornsey (LSM), Vicky Aitchison (Minute Taker)

1. The meeting opened at 6:00pm with a Karakia led by Cathy Puna followed by a reflection read by John Hogue.

1.1 Apologies

Courtenay Scanlan, Vince Sharp

1.2 Speaking Rights

MOVED: *That the Board approve speaking rights for Nicola Hornsey, Zane Langford and John Thornley*

MOVED: John Hogue All in Favour **CARRIED**

1.3 Declaration of Interest

Nil

2. Key Discussions & Decisions

2.1 Rosmini House

John Thornley and Zane Langford spoke to the future of Rosmini House. The way that the hostel has been run is no longer viable. They highlighted that the hostel's size compared to the current student roll is causing financial strain, particularly in terms of maintenance and staffing costs, and is not sustainable.

Zane discussed the relationship with the Diocese and the proposed collaboration with St Joe's. Currently, discussions are focused on integrating some of the school buildings that are not currently integrated, which will impact the hostel. The Diocese has Policy One funds available, presenting an opportunity to use this funding to integrate the remaining block, demolish the main dormitory block, bring the school up to code and explore the feasibility of relocating to St Joe's in move, with the hostel group. The Diocese has worked with an architect to ensure that any refurbishment will not require a building consent – there is not plan to add any buildings at this stage. Zane shared the plans with the meeting for Board information.

A survey has been sent out to all parents requesting feedback on the move to St Joe's and their thoughts on 5-day vs 7 day boarding. Responses have been varied, but there has been a general understanding of the current position and support for the proposed changes. An open day for current parents has been

arranged for Friday 5th July – giving them the opportunity to look around St Joe's and ask any questions that they may have. Concerns were raised about how St Joe's currently looks and whether that may be off-putting for parents. The meeting discussed this and funding options for the planned move which is planned for January 2025.

Fr Suni joined the meeting at 6:22pm.

N Hornsey queried whether the MoE was aware of the discussions and plans regarding the collaboration with St Joe's. It was suggested that if they were not yet informed, the hostel Board should address this promptly. The meeting discussed and agreed that if the Board can offer support, they would like to do so, but they will defer to the hostel Board's lead on the matter.

John Thornley and Zane Langford left the meeting at 6:34pm.

2.2 School Jerseys

Sam Sanson provided an update on the provision of school jerseys as part of the school uniform, as discussed at the last Board meeting. Courtenay has spoken to several suppliers about viable options and also consulted other schools. A survey has been sent out to the students, featuring images of students wearing the preferred choice. The preferred choice is estimated to cost circa \$84 plus GST. T Quinney noted that the price would likely increase to ensure that costs are covered and discussed the implications for the Board in terms of financials and risk.

The Board discussed and agreed that the process to include the jerseys into the school uniform should be followed. They also agreed in principle to support this initiative but requested that S Sanson and T Quinney come back to the Board with the process for integrating the jerseys into the school's current uniform.

Action: S Sanson & T Quinney to bring process for integrating jerseys into the uniform back to the next meeting.

3. Monitoring

3.1 Principal's Report

T Quinney spoke to the Principal's Report. The report was taken as read.

- Annual Implementation Plan – yet to be approved. Based on three goals, presented in the Principal's Report – Special Character, Curriculum and Pathways. The full plan is available within the Board papers circulated prior to the meeting.
- Alternative Education continues to work out of "The Bunker" while actively seeking alternative venues in Gore. Currently, there are 10 students enrolled. The Hokonui Rūnanga has generously decided not to invoice for any term one costs, significantly improving the financial position. Assurances were made that all staff have been paid, after concerns were raised.
- C MacLeod spoke to her meeting with the International Director, focusing on how the Board can support the international programme. It was agreed, at this meeting, that strategic planning is need to address the programme's visions and priorities. The meeting discussed and agreed that C MacLeod should continue the conversation around strategic planning, working alongside management to gain a strategic view of the international space.
- J Hogue spoke to the following key decisions/recommendations as outline in the Principal's report.
 - The meeting agreed that the Annual Plan should be adopted retrospectively.
 - EOTC Australian Rugby Tour – the meeting discussed. T Quinney and Sanson confirmed that they are happy with plans around the tour.

- SISS Netball tournament to Christchurch – Approved
- John Ryan gift declaration – the meeting discussed and unanimously agreed that John should receive the gift voucher.
- Susan Horrell Tennis Courts Funding – T Quinney proposed that the Board approve an additional amount on top of the policy One money as a contingency, as stipulated by the MoE. T Quinney expressed confidence that the College would not be charged more than the quote. After a robust discussion, the Board agreed to approve spending up to \$65,298.98, to include the contingency stipulated. The Board also approved the use of Policy One money as part of that amount.

MOVED: *That the Annual Plan be adopted retrospectively.*

MOVED: J Hogue **Second:** Ruth Mitchell **CARRIED**

MOVED: *That the Australian rugby tour be approved.*

MOVED: C Sayer **Second:** S Scanlon **CARRIED**

MOVED: *That the SISS Netball tournament in Christchurch be approved.*

MOVED: J Hogue **Second:** A McGarry **CARRIED**

MOVED: *That John Ryan keep the gift voucher gifted to him.*

MOVED: C MacLeod **Second:** A McGarry **CARRIED**

MOVED: *That the Board approve spending up to \$65,298.98 on the Susan Horrell Tennis Courts, and the use of Policy One Money as part of that amount, subject to MoE sign off.*

MOVED: J Hogue **Second:** Fr Suni **CARRIED (3 abstentions)**

MOVED: *That the Principal's Report be accepted.*

MOVED: T Quinney **All in Favour** **CARRIED**

The meeting broke at 7:24pm reconvening at 7:40pm.

3.2 Student Report

C Scanlan not in attendance.

3.3 PFTA Report

C Sayer confirmed her attendance at the last PFTA meeting, as discussed at the last Board meeting. Big focus on the quiz night coming up which is looking to be very successful. R Mitchell volunteered to attend the next PFTA meeting as Board representative.

3.4 Board Workshop

J Hogue briefly summarised the collaborative notes from the last two Board meetings regarding what the Board should look like at the end of 2024 and how that goal would be achieved. J Hogue proposed that the Board convene for an extended workshop dedicated to this topic, outside of the regular Board meetings. The meeting discussed and agreed that J Hogue would circulate some options for dates in August for the workshop.

<p>Action: J Hogue to circulate options for dates in August for Board Workshop.</p>
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4. Public Excluded

The meeting moved into Public Excluded at 7:50pm.

MOVED: *That the meeting move into Public Excluded.*

MOVED: J Hogue

Second: C Sayer

CARRIED

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 ("LGOIMA") for the passing of this resolution are as follows:

General subject Reason for passing this resolution Ground(s) under s48 (1) for the passing of this resolution.

General Subject	Reason for passing this resolution	Ground(s) under s48(1) for the passing of this resolution
Personnel Issues	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons, being a good reason for withholding information under s9(2)(a) of the Official Information Act 1982 ("OIA").	Pursuant to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under the OIA.
Complaints		
Board Matters		

Resolution is made in reliance on section 48(1)(a) of the LGOIMA and the particular interest or interests protected by sections 6, 7 or 9 of the OIA which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as set out in the table above.

The meeting moved out of Public Excluded at 8:02pm.

MOVED: *That the meeting move out of Public Excluded.*

MOVED: J Hogue

SECOND: A McGarry

CARRIED

5. Policy Development/Review

N Hornsey spoke to the Policies tabled for review.

5.1 Phones Away

N Hornsey confirmed that the College's current policy meets legislative requirements. The review will focus more on procedures and school rules, which are considered a management issue.

5.2 Therapy Dogs

The policy stipulates that no dogs are allowed on the College grounds apart from the exemptions listed within the current school policy. Procedure should be followed where there be deemed a threat to the safety of staff/students. The meeting discussed and approved the policy.

5.3 Generative AI

The meeting discussed the Generative AI Policy, in particular the importance of collaboration within the community on this issue. There was also discussion about inviting Derek Weymouth to conduct a session with staff and Board regarding this topic, with the intention of reporting back to the Board. Work in progress.

5.4 Term 1 SchoolDocs Review – Reporting to Parents

N Hornsey spoke to the Term 1 SchoolDocs Review, noting that the community has been informed of the review through the newsletter, with families invited to provide feedback. The existing policy is bespoke policy in terms of St Peter's College. Taken as read. The Board is required to review the policy and discuss whether any changes are required prior to consulting on the proposed changes.

J Hogue proposed a review of reporting to parents, focusing on how it aligns with the policy and the College's operational model. The suggestion was for the SLT to review tracking, monitoring, and reporting processes currently in place, assessing whether they are meeting the expectations and needs of parents and students. This review aims to ensure that the reporting methods are effective and in line with the College's objectives and policies.

Action: J Hogue & T Quinney to discuss a review of reporting, tracking and monitoring.

N Hornsey confirmed that the SchoolDocs review is still in progress. Once any changes have been suggested, they will be circulated to staff and parents for feedback prior to any permanent changes being made.

6. Administration

6.1 Minutes of Previous Committee Meeting – Wednesday 22nd May 2024

MOVED: *That the Minutes of the meetings held on the 22nd May 2024 be adopted as a true and accurate record subject to changes, as discussed.*

MOVED: A Stevenson

Second: C MacLeod

CARRIED

6.2 Actions from the Previous Meetings

J Hogue spoke to the actions from the previous meetings. All actions apart from the following were noted as complete or to be reported on as part of the meeting Agenda.

- T Quinney spoke to the Leavers Survey – has spoken to the SLT and shared the summary of results with the staff and had discussions around that. Next phase will be to look the plan moving forward for review by the Board.
- Education Counts breakdown – to be tabled at the next Board meeting, subject to time.
- Staff Wellbeing – N Hornsey spoke to the proposed tailored support for support around wellbeing. Have had a discussion with two people and will continue to work with them. Work in progress.

6.3 Correspondence

Nil

7. Agenda Items for Next Meeting

The Board discussed and agreed that Finance should be added to the Agenda moving forward. Nothing of significance to report from the last month.

8. Communications

The meeting agreed key messaging to be circulated by N Hornsey following the meeting:

- AI
- Reporting
- Board Workshop
- Hostel – the Board has received a presentation around future plans for the Hostel.

J Hogue acknowledged the passing of Loyola Williams, a long-serving staff member at St Peter's College. Loyola contributed over thirty years to the college, including time as Assistant Principal.

There being no further business, the meeting closed with a Karakia/closing prayer at 8:40pm

The next meeting to be held on Wednesday 21st August 2024.

CONFIRMED..... *DS Mitchell*DATE..... *21-8-24*