



St Peter's College, Gore
Meeting of the School Board
held on Wednesday 20th November 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, Millie McFadzien, Tara Quinney (Principal)

ATTENDEES: Nicola Hornsey (LSM), Kieran Udy, Bridget Ryan, Brian Tong (Solutions & Services) & Vicky Aitchison (Minute Taker)

1. The meeting opened at 6:00pm with a prayer/reflection led by John Hogue.

1.1 Apologies

Vince Sharp

1.2 Speaking Rights

MOVED: *That the Board approve speaking rights for Nicola Hornsey, Kieran Udy, Bridget Ryan & Brian Tong.*

MOVED: John Hogue

All in Favour

CARRIED

1.3 Declaration of Interest

Nil

1.4 Ratification of Between Meeting Resolutions

- Nicola Hornsey spoke to the ratification of a resolution to declare surplus staffing as at 16th October.

MOVED: *That the Board moved the above resolutions, as listed above.*

MOVED: Nicola Hornsey

SECONDED: John Hogue

CARRIED

- EOTC
 - Duke of Edinburgh Bronze
 - Duke of Edinburgh Gold
 - Borland Lodge

MOVED: *That the Board moved the EOTC's, as discussed.*

MOVED: Ruth Mitchell

SECONDED: Catherine Sayer

CARRIED

2. Key Discussions & Decisions

2.1 Student Achievement – Bridget Ryan

Bridget presented her report, which was taken as read.

- NCEA Progress – overall achievement is strong, with ongoing support for students at risk of not meeting requirements. Year 11 students remain fully engaged.
- Curriculum Updates – Structured Maths: The school has adopted “Maths No Problem” with endorsement from the MoE Curriculum Advisor. Staff received PLD on the new curriculum and further collaboration with the MoE Advisor is planned.
- Implementation of the new Religious Education curriculum is progressing.
- Focus on Maths for years 7 and 8, with resources expected early next year. Two teachers will collaborate to deliver the curriculum. MoE support days are pending approval.
- The graduate profile, co-constructed with the community in 2018, remains central, with a focus on communicating Christ through hall aspects of the curriculum.
- Reporting – awaiting government guidance on a national reporting template for junior students.
- Bridget shared a presentation outlining board requirements, curriculum structure and collaboration with whanau and the wider community.

Brian Tong joined the meeting via Teams at 6:30pm.

Bridget Ryan left the meeting at 6:51pm.

3. Public Excluded

The meeting moved into Public Excluded at 6:51pm.

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

MOVED: John Hogue

ALL IN FAVOUR

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 8:29 pm.

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

MOVED: John Hogue

ALL IN FAVOUR

CARRIED

4. Monitoring

4.1 Principal's Report

Tara Quinney spoke to the principal's report. The report was taken as read. Of note:

- Tara confirmed that the contract from the MoE around Alternative Education will be ending. The new venue is working extremely well, and the team and students are very happy with their new environment and resources.

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

MOVED: T Quinney

SECONDED: J Hogue

CARRIED

5. Board Training

Adele spoke to training undertaken with Education Outdoors NZ, a professional organisation leading, supporting and influencing EOTC. Key points included.

- Resources for Board members – the website was recommended for further information for board members.
- New EOTC guidelines are expected in 2025.
- Schools should ensure that EOTC policies in SchoolDocs align with current practices and procedures.
- A revised risk assessment and supervision form has been introduced incorporating lessons learnt from past experiences.
- A new leadership and supervision plan has also been developed.
- The board was encouraged to review how EOTC practices and procedures are being implemented within the school.

6. Policies – Finance & Asset Management Policy

- Nicola assured the board that a review has been undertaken of the Finance & Asset Management Policy, as discussed.
- Nicola highlighted a missing line in the expenditure section of the policy, which has been flagged with SchoolDocs.

7. Administration

7.1 Minutes of Previous Board Meeting – Wednesday 16th October 2024

MOVED: *That the Minutes of the meetings held on the 16th October 2024 be adopted as a true and accurate record subject to changes, as discussed.*

MOVED: John Hogue

ALL APPROVED

7.2 Actions from the Previous Meetings

N Hornsey 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.

7.3 Correspondence

As per agenda.

8. Agenda Items for Next Meeting

- Delegations for 2025 – access to bank accounts for incoming principal.

9. General Business

- Prizegiving has been scheduled for 12th December at 7:00pm. John Hogue will speak as Presiding Member.
- The request for an additional international credit card has been postponed until next year. Tara noted that this is the third time the discussion has been delayed, highlighting the immediate need. Currently only the credit card holder is authorised to use the main school card. The meeting discussed and agreed that the policy should be amended to allow the credit card to be used with the principal's delegation, with the change contingent on discussions regarding the hostel.
- The start of year has been scheduled for Monday 3rd February. The Mihi Whakatau is scheduled for 9:00am. The process and support for this event were also discussed.

The meeting closed with a Karakia/closing prayer at 8:51pm

The next meeting to be held on Wednesday 11th December 2024.

CONFIRMED..........DATE.....10/12/24

Appendix One

1. Action Points Table

| Action Point | Date | Action | Responsibility | Status |
|--------------|----------|--|----------------|--------|
| 1. | 20/11/24 | Credit Card Policy – Amendment to allow the credit card to be used with the principal's delegation; change contingent to discussions around Hostel | N Hornsey | |