

**MINUTES OF THE MEETING OF AQUINAS COLLEGE BOARD OF TRUSTEES
HELD ON 30th JUNE 2022 AT 5.39PM IN THE BOARDROOM**

PRESENT: *Matt Dalton, Steve McGregor, Clare Sokimi, Colleen Lowe, Amy Rogers, Ruth Dunne, Rod Way, Chris Phayer, Karen Guise, Khushman Khakh*

IN ATTENDANCE: *Kurt Kennedy, Susan Van Zyl, Katy Thorne (left at 6.03pm), Lorraine Schofield*

APOLOGIES: *Scott Kahle, Therese Ford-Cartwright*

Steve opened the meeting at 5.39pm with a welcome followed by a karakia led by Matt.

MATH FACULTY REVIEW

Math Faculty LOL Katy Thorne presented. The report was taken as read. Key discussion points were:

- *Katy expressed gratitude for the current maths team, attributing its strength to each individual and their flexibility. Commending the notable shift since the 2020 report, Trustees highlighted teacher support in turning students' math anxiety into real growth. The Faculty's model of meeting students 'where they are at' is a model of best practice.*
- *Non-Specialist Math Teachers: LOL happy with the team; fortunate that all are confident math teachers.*
- *COVID/Sickness Pressure: Grateful for Term 1's home-learning days as the staff was stretched, but feels they are at that point again. Difficult to cater lessons when classes are only half-full due to sickness. 117 students away yesterday for varying winter illnesses (only a small number are COVID cases.) Not far off Omnicron's peak of 150-170 absences per day.*
- *Teacher Support: Trustees commended Faculty for the flexibility and support in addressing student anxiety and creating hybrid workplans. Noted that some students are exhausted by repeated illness.*
- *Impact on NCEA? NCEA outcome of rolling sickness uncertain. Should we aim for just an achieved level? Or go for excellence but acknowledge that students may not get the 14 credits? Kurt noted top achieving students are doing better than ever but the 'tail' of those falling behind is the largest ever.*
- *Parent Awareness: Parents may not yet understand the impact but will need to. Just 40 per cent of Y9-13 parents attended Teacher Conferences, compared to 70 per cent of Y8s. Parents may be unaware because teachers are being so adaptable and wrap around students so well.*

DECLARATION OF CONFLICTS OF INTEREST

No conflict of interest was declared with the meeting's agenda.

MINUTES FROM PREVIOUS MEETING

Moved that: Minutes from the previous meeting held on 26th May 2022 as amended be accepted as a true and correct record.

Amendments:

Correct the spelling of Anna Francis and Amy Lewin

Rod Way/Claire Sokimi

May 26th 2022 meeting action items:

Action Item	Who	Due Date	Completed By
Represent Board at June 14 Kāhui Ako Governance Meeting	SM		June 14
Update on New Era (ICT Provider)	F&P		Carry forward to the next meeting.

June 14 Kāhui Ako Governance Meeting: Steve briefed members on the meeting.

PRINCIPAL'S REPORT

The report was taken as read with the following points and updates highlighted:

- **Catholic Character: Spiritus Programme.** A fantastic opportunity to have 11 staff members attend and then lead staff PLD on Monday. Helped cement the connection of school vision/GP. Commend Susan for bringing programme to NZ. The Aquinas pilot is attracting a lot of interest. The visit by Christchurch diocese and educational leaders keen to replicate our programme affirms Aquinas' journey. Will be useful to learn how Chch schools connect with their parish.
- **Catholic Character Review:** Matt will liaise with members on requirements. Looking forward to the review outcome and sharing Aquinas' journey of Catholic Character across the curriculum.
- **Illness/Absence:** Discussed graphs outlining cohort impact of rolling sickness this year. This week's illness absence rate is the highest this year (excludes COVID cases.)
- **Masks:** Not much traction to reintroduce requirement. Will keep considering options and monitor absences.
- **Migrant Workers:** Flagged pending Immigration NZ work visa changes.

Staffing Appointments Ratified:

Matt Dalton/Chris Phayer

- **Veronica Sowerby** to the position of Y7/8 Homeroom Teacher (Tagged) starting Term 3.
- **Kallum Wallace** to the fixed-term position of Physical Education/Junior Mathematics teacher.

Moved that: The Principal's Report be accepted.

Matt Dalton/Clare Sokimi

ANNUAL PLAN PROGRESS REPORT

The report was taken as read with the following points highlighted:

- *Matt credited the SLT team for helping complete the report. Progress is tracking nicely in many areas. Flagged early concern over NCEA-related targets due to illness rates. Will continue to monitor.*
- *Middle school achievement looking positive although still have equity issues to address. Number of students achieving across curriculum areas is positive.*
- *Section 3.1: Haven't made as much progress as planned (staff retreat delayed by COVID although did have extra PLD day.) Have been in a vacuous space since our Kaumatua died last year and need to do more. However, connections with Buddy Mikaere have strengthened.*
- *Achievement Data/Targets: Kurt advised that Y11 numeracy/literacy behind NCEA levels compared to previous years but expected to soon catch up.*

International Student Marketing Trip Update:

Matt advised trip will significantly exceed original \$12,000 guesstimate. Presented options of either downscaling trip participants to just himself or Donna, or continue to send both. Noted that other Tauranga principals are attending. Trustees agreed that sending both Matt and Donna is a worthy investment given the potential benefit.

Moved that: *The Board approve sending both the Principal and International Dean Donna Jarden.* *Steve McGregor/Chris Phayer*

FINANCE AND PROPERTY REPORT

The report was taken as read with the following points highlighted: Chris spoke to the report.

- *The cleaning contract has been awarded to AMC, a subsidiary of OfficeMax.*
- *Uniform contract extended until uniform revisions completed. Noted that if we end the contract early, Aquinas is liable for buying any remaining stock. This potential cost will need to be factored into any review decision.*
- *Rubix Update: At the early design stage of floor plans. Would be beneficial to have another Board member attend fortnightly Rubix meetings with Matt. Rod Way volunteered.*

Moved that: *The Finance & Property Report be accepted.* *Chris Phayer/Clare Sokimi*

CORRESPONDENCE

Letter from Fr Matt:

Discussion on Fr Matt's letter regarding Aquinas' Pink Shirt Day participation. It was reiterated that Aquinas' focus for this day is on anti-bullying and mental health awareness. Letter seen as a good opportunity to have a wider discussion with parish leaders. Matt to seek a meeting with Proprietor Representatives, Susan, Leon, and parish priests early next term.

A response letter to Fr Matt is to be written by Matt, Clare and Steve. Aquinas respects the teachings of the Church but also practices inclusivity. Useful to note that Aquinas has previously sought advice on these issues from the Bishop and the Catholic Education Office, without success. Discussed at Board level and will pursue a meeting.

Moved that: *That the Inward and Outward Correspondence are accepted.*

Steve McGregor/Clare Sokimi

GENERAL BUSINESS

Strategic Review Timeline:

- *SLT is keen to know of any changes the Board is interested in. The August 25 meeting is the Board's last, and this would be a good exercise for the new Board to be part of. Agreed to hold a Strategic Plan session for the incoming Board as part of a social induction/hand-over. Date TBC but to occur between the Board taking office and its first meeting (September 14-29.)*

Elections:

- *September 7 is the suggested election date. Returning officer must be appointed by July 6. Preference is to appoint CES although the Ministry has yet to provide accreditation (was due June 20.) MOE covers CES' \$6,000 cost. CES is able to offer online or postal election.*

Moved that: *The Board gives its approval to engage CES as the Aquinas returning officer for the 2022 BOT election.*

Matt Dalton/Chris Phayer

25th Silver Jubilee:

- *Do we celebrate Aquinas' 20th milestone or the 25th Jubilee? Agreed that the current climate is not appropriate for a large-scale celebration. Opted for 25th Jubilee event.*

CALL FOR BUSINESS FOR NEXT MEETING

- *Discuss replacement of Decile System with the Equity Index and its funding impact for Aquinas.*
- *Property update on developments.*

Moved that: *General Business be accepted*

Steve McGregor/Matt Dalton

The Board went into Public Excluded business at 7.40pm.

Action Item	Who	Due Date	Completed By
<i>Matt to seek a meeting with Proprietor Representatives, Susan, Leon, and parish priests early next term.</i>	<i>MD</i>		
<i>Schedule social induction/hand-over for new Board (Sept. 14-29)</i>	<i>MD, MR</i>		