

**MINUTES OF THE MEETING OF AQUINAS COLLEGE BOARD OF TRUSTEES
HELD ON 25th January 2024 AT 5.00PM IN THE LIBRARY, AQUINAS COLLEGE**

PRESENT: Rod Way, Matt Dalton, Amy Rogers, Ruth Dunne, Karen Guise, Katie Ryall, Kelly Jury, Ned Shaw, James McNamee, Quintan Moore,

IN ATTENDANCE: Susan van Zyl, Kurt Kennedy, Sheryl Flexman

APOLOGIES: Therese Ford-Cartwright,

Matt opened the meeting at 5:16 pm with a Karakia

ELECTION OF OFFICERS

Presiding Member: Matt Dalton opened the floor for nominations.

Chair: Rod Way nominated Ruth Dunn, no other nominations. Matt seconded this nomination. Elected unopposed.

Deputy Chair: Call for nominations. Ongoing.

Secretary: Ruth Dunn nominated Sheryl Flexman, who was nominated unopposed and accepted the position.

Finance & Property Committee: Rod, Shelley, Quintan, Amy, James, Matt

Policy Review Committee: Kelly, Katie, Karen, Ned, Ruth, Matt. Terms of Reference to be reviewed due to School Docs

Complaints Committee: Organised as required

Funding Approval Committee: Matt, Karen, Shelley

Uniform Committee: Amy, Ruth, Matt, Ned, Karen

DECLARATION OF CONFLICTS OF INTEREST: Nothing to declare.

MINUTES FROM PREVIOUS MEETING

Moved that: Minutes from the previous meeting held on 23rd November be accepted as a true and correct record.

Moved as accepted Rod/Kelly approved.

Action Items Reviewed

STRATEGIC PLAN UPDATE

Engagement of the Strategic Plan was discussed. General support of the plan was received from those families who had responded. Overall, a low number of responses were received.

Once the Strategic Plan is ratified it will be published following some minor amendments to clarity. A summary of comments to be made available to the public and the connection made when developing the strategic plan identified. This information could be published in a table format.

The Strategic Plan was ratified and approved. (Links to be added)

Moved that: Strategic Plan was accepted and ratified. Ruth / Kelly

BUDGET

Rod acknowledged the incredible amount of work Shelley did on this year's budget. The budget presented at the start of the year is looking very positive.

Budget tabled as read.

Moved that: Budget was accepted and ratified. Ruth / Amy

PRINCIPAL'S REPORT

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

- *Core commitments have not changed with connections to the Strategic plan (as part of the Annual Plan). Within the report are five goals we are working towards this year and the report is reflective of this.*
- *Outstanding results for NCEA as reported*
- *DVC position is being recruited for currently – Te Kura options are being looked at during the interim for senior students.*
- *We are currently recruiting for Learning Assistants and we will be appointing two candidates*
- *Phone free policy was discussed in light of the Government's new policies. Updates to the Senior School policies and procedures are required. Communication with community and staff as to how this will be implemented.*

Moved that: *Principal's Report be accepted. Quintan / Karen*

FINANCE AND PROPERTY REPORT

Report taken as read with the following points highlighted:

- *Budget and Assurance was completed and ready for final approval.*

Moved that: *Report be accepted. Quintan / Rod*

CORRESPONDENCE

Correspondence accepted by the board as correct.

GENERAL BUSINESS

- *The board schedule was confirmed and agreed upon. Schedule to be distributed. Board meetings will be held on Tuesdays going forward.*
- *Faculty Reviews were revised and looked at possibly going to a three-year cycle with 5 faculties presenting each year. Final revised schedule to be distributed.*
- *The decline of collections on our donations was tabled. Communication to the community on the importance of this contribution, what it is used for and ways of payment to be created. The Board supports the renaming of the donation to a contribution.*

Calling for business for the next meeting

- *Uniform update*

ACTION ITEMS REVIEWED

| <i>Action Item</i> | <i>Who</i> | <i>Due Date</i> | <i>Completed By</i> |
|-------------------------|------------|-----------------|---------------------|
| <i>Carried Forward:</i> | | | |
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*Formally close board meeting 7:29 pm
The Board went into Public Excluded business at 7:36 pm*