



BOARD OF TRUSTEES OF ST PATRICK'S COLLEGE, WELLINGTON

MINUTES OF MEETING HELD AT ST PATRICK'S COLLEGE IN THE COLIN BOARDROOM ON WEDNESDAY 28 OCTOBER 2020 AT 6.00 P.M.

PRESENT: John Campbell (Chair), Matt Appleby, Paul Berry, David Ireland, Basil Keane, Audrey Madigan, Angela Natoli, Mike Savali, Heston Stanley, and James Tuck.

IN ATTENDANCE: Joe Gehrig (Business Manager)
Gerardine Parkinson (Rector's Secretary)

John opened the meeting with a prayer.

1. **APOLOGIES** - Blair Florance

2. **MINUTES OF MEETING** (23 September 2020)

These were accepted as a true and accurate record – Basil/Matt. **AGREED.**

3. **MATTERS ARISING**

1.1 Mike has included some comparable stats on Year 13 attendance from Rongotai and Wellington College in his October report.

1.2 Gerardine circulated a copy of the MoU between St Catherine's College and St Patrick's College to David as requested.

4. **ACTION POINTS** (23 September 2020)

Updated to reflect discussion.

5. **GENERAL BUSINESS**

6. **RECTOR'S REPORT** - October 2020 (report attached). Mike spoke to his report which was taken as read, and the following points were noted in discussion:

- the Service group collated 24 large food parcels which were distributed among College families. He noted that he would like the College to be more socially active as a school.
- two long-serving and valued staff members are retiring at the end of the year.
- in response to a question, Mike provided a brief explanation about the Waikato University pedagogy observation tool.

Attached papers:

- **Student Leadership model 2021.** Mike provided background to the new structure which was developed in consultation with SLT and with key input from Helen Figueira and Paul Chapman. The new model builds upon on what the National Network of Marist Schools is doing and focuses on servant leadership. In the previous leadership model that was developed the College was missing 2 committees - Faith and MAHI. James asked if there is going to be a Student Council? Audrey noted the importance of Mike communicating to parents the

change to the Student Leadership Model for 2021, and Basil also spoke about the need to communicate the changes around banding and streaming.

- **Year 13 Attendance stats update.** Mike spoke to this, and backgrounded the collection of data as it relates to COVID. It was acknowledged that while the statistics are not great they do show some improvement. Basil said the data does show that between 2019 and 2020 the stats have improved, and it was stated that the goal is to try and lift them further in 2021. Mike said that the attendance data was made known to the students and staff at the beginning of the 2020 school year, and that the focus is to try and push the figures up.
- **DRAFT Annual Plan 2021.** Mike spoke to the genesis of the draft Annual Plan and the incorporation of Faith and Mahi. The Board spent a period of focussed discussion on the draft plan. Audrey has worked with Mike and the SLT to develop this document and the next iteration is to populate type of actions.

Arising from discussion the Board also considered Maori student achievement. Basil spoke to some relevant research and his experience of initiatives at Kapiti College. Basil recommended that the Board should put aside time to work through a number of the issues and to upskill ourselves next year either as a separate hui or use part of a board meeting.

7. **STAFF REPRESENTATIVE** (October 2020 report attached). This report was tabled and taken as read.

8. **BUSINESS MANAGER'S REPORT** (September 2020 report attached).

- Finance, Property & Maintenance/Development
- Health and Safety
- Sports Programme Strategy - Draft - September 2020
- Sports Strategy Discussion Document and Background Information - September 2020

Joe spoke to his report as tabled. He noted that:

- the College operating result for 9 months is ahead of budget largely as a result of the \$70k received from MoE in August to cover the increase and back-pay for teacher aides. This amount will be paid out later in the year.
- there are a number of actual/budget variances to both income and expenses this year due to decreased activities resulting from Covid-19. Joe anticipates that the operating result will be around breakeven at the end of the year.
- Ocular has met with the SLT and is going to meet with some groups of students so as to include student perspective in their marketing report. Joe said that the report will be available to Board at the November meeting. **Action: Joe.**

Sports Programme Strategy - Draft - September 2020

Sports Strategy Discussion Document and Background Information - September 2020

It was noted that the two Sports docs are still in draft form. They have been compiled by Jonathon, Audrey and Joe and have been circulated to SLT for their input and comment. The Board of Trustees now have an opportunity to have input into this strategy doc.

Audrey provided some background that this paper originated from a board discussion at least 18 months ago based on what did we want from sport e.g.:

- consideration of what do we want boys to leave this school with
- opportunities it gives them for development, team building, and resilience

- the need to align sports strategy and investment appropriately
- the opportunity to feed this data into the Strategic Plan.

As part of the process we have included graphs of our data provided by College Sport Wellington.

Points raised in discussion included:

- which codes paid coaches and how was the cost funded?
- the need to be mindful of equity in terms of our students and those who are less supported.
- Tier 1 is good but Tier 2 and 3 is poorly articulated and does not inspire. It fails to explain the difference between the tiers.
- there is nothing that gives confidence or encouragement to students who fall into the Tiers 2 and 3.

John commented that following on from discussion this evening he suggested that we leave this item on the agenda for November. It was agreed that it would be helpful moving forward to form a small Board subcommittee comprised of Matt, Heston and Audrey to work through the document alongside Jonathan and Joe.

James asked about Sports Prizegiving, and whether there should be acknowledgement of Cultural achievement in the College.

David made reference to the policy paper titled the 'Place of Sports and Culture at SPC'. He noted that it has not had much air time since, and should be refreshed to incorporate the MAHI values.

Joe presented 6 x Community Trust funding applications for Board approval:

1. Board Resolution for Application to Four Winds Foundation on behalf of St Patrick's College, Wellington - Rowing.

It was resolved by the SPC Board of Trustees to apply to Four Winds Foundation for funding up to \$3,700.

The funding requested is to help offset the cost of the **St Patrick's College Rowing club** for the purchase of the following equipment:

- 6 x Sliders for existing ergometers
- 1 x ergometer rowing machine

2. Board Resolution for Application to Pelorus Trust on behalf of St Patrick's College, Wellington - Rowing

It was resolved by the SPC Board of Trustees to apply to Pelorus Trust for funding up to **\$4,200.**

The funding requested is to help offset the cost of the **St Patrick's College Rowing club** for the purchase of the following equipment:

- 4 x pairs of sculling oars

3. Board Resolution for Application to Grassroots Trust on behalf of St Patrick's College, Wellington - Rugby

It was resolved by the SPC Board of Trustees to apply to Grassroots Trust for funding up to **\$5,850**.

The funding requested is to help offset the cost of the **St Patrick's College Rugby** club for the purchase of the following equipment:

- Rugby Jerseys and Shorts

4. Board Resolution for Application to New Zealand Community Trust (NZCT) on behalf of St Patrick's College, Wellington - Rugby

It was resolved by the SPC Board of Trustees to apply to New Zealand Community Trust (NZCT) for funding up to **\$3,250**.

The funding requested is to help offset the cost of the **St Patrick's College Rugby** club for the purchase of the following equipment:

- Strapping Tape and First Aid Kits for the rugby season

5. Board Resolution for Application to One Foundation on behalf of St Patrick's College, Wellington - Volleyball

It was resolved by the SPC Board of Trustees to apply to One Foundation for funding up to **\$4,000**.

The funding requested is to help offset the cost of the **St Patrick's College Volleyball Senior A team** for the following expenses:

- Travel and accommodation costs for the Senior A Volleyball team to attend the NZ Secondary Schools National Volleyball Championships.

The Championships will be held in Palmerston North from March 21-26, 2021.

6. Board Resolution for Application to The Lion Foundation on behalf of St Patrick's College, Wellington - Basketball

It was resolved by the SPC Board of Trustees to apply to The Lion Foundation for funding up to **\$10,000**.

The funding requested is to help offset the cost of the **St Patrick's College Basketball** for the following expenses:

- Professional Coaching services for senior student basketballers covering both the preseason (March – April 2021) and the main competition season (May – October 2021).

The funding requests as tabled were moved and seconded by Paul Berry and David Ireland. AGREED.

9. **STUDENT REPRESENTATIVE.** James spoke to his report. In relation to surveying students David suggested it would be helpful to include a question about health and wellness, and that questions should be action based. Basil recommended google survey

tools and the use of closed and open questions. James offered to formulate the survey and then share it with the Board in November with a view to circulating it at the start of next year. **Action: James.**

10. **SUBCOMMITTEE REPORTS**

(a) Te Ara Governance. Mike said that the next Governance meeting is planned for 26 November.

(b) Policy Update on SchoolDocs – policies to be reviewed in Term 4:

- Classroom Release Time/Timetable - Board/staff
- Salary Units/Management Allowances - Board/staff
- Privacy – Board.

The policies were tabled and Mike recommended that Board members read them, and then provide comment/feedback to Gerardine prior to the November BoT. **Action: all Board members.**

11. **PARENTS’ ASSOCIATION (Minutes of 2 October 2020).** Angela noted that the Art exhibition is on Friday 6 November.

12. **FRIENDS OF ST PATRICK’S COLLEGE.** The Mother & Son Dinner was a wonderful evening and celebration.

13. **PASIFIKA PARENTS’ ASSOCIATION (Minutes of 13 October 2020).** Heston invited questions to his report as tabled. In reference to the payment of Archdiocese of Wellington Attendance Dues Mike reiterated that he is able to rebate a portion of dues but if a debt has already been referred to a debt collection agency that it is not able to be recalled. The suggestion of ringing families who have debt was left with Mike to consider in terms of the College following this up.

14. **WHANAU GROUP** - as previously covered in discussion.

15. **CORRESPONDENCE**

Correspondence - Requiring Attention

Correspondence – Inward

Crombie Lockwood, Client Advisory on *‘What the Privacy Act changes mean’*

Correspondence - Reports & Circulars

Tukutuku Kōrero - NZ Education Gazette – 12 October 2020

STA news, September 2020 Issue 302

Correspondence - Late

Correspondence - Outward

Shayna Doyle, approval of leave - 30 September 2020

Kaille Harris, approval of leave - 30 September 2020

General matters:

- it was agreed that John would invite Frank Wafer from the Archdiocese of Wellington to attend the February meeting and allow him 15 minutes to speak to the Board.
- Paul confirmed that he will be resigning from the Board in the near future and that the November meeting will be his final one. It was suggested that the Board organise a meal out in early December. John extended an invitation to come to his house. A possible date mooted was the first Wednesday in December (2 December).

The meeting was declared closed at 8.35pm.

DATE OF NEXT MEETING

Wednesday 25 November 2020