**ST ANTHONY'S SCHOOL BOARD MEETING**

**TERM 3, WEEK 8, TUESDAY 8 September 2026 6.00 pm – 7.50 pm**

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|---|---|---|
| **Present** | Denise Johnson (DJ) | Principal (via Zoom) |
| | Oliver Meech (OM) | Presiding Member and Proprietor's Representative |
| | Sam Cripps (SC) | Teachers' Representative |
| | Tim Henderson (TH) | Proprietor's Representative |
| | Janine Smith (JS) | Parent Representative |
| **Apologies** | Miriama Williams (MW) | Parent Representative |
| | Silke Koepl (SK) | Parent Representative |

**Welcome and Reflection:** MW sent through the reflection

**Approval of the minutes of the last meeting**
The Board approved the minutes of the previous meeting (Term 3, week 3). **OM moved. DJ seconded. All in favour.**

On **Standing Items**:

**Conflict of Interest Register**
CoI Register is up to date.

**Agenda items**

1. **Principal's Report**

DJ moved that the report be taken as read.
Items discussed:
- ERO review feedback - very positive feedback around Teaching, Learning and Curriculum areas. The Board acknowledged and thanked, in particular, DJ and FvL for all their hard work in preparation for the review.
- Great that we have some new enrolments.

2. **Strategic Plan 2027-2028**

Items discussed:
- Students are really happy in the playground.
- Huge amount of opportunity.
- Great focus on culture this term - cultural performance at St Patrick's College and Cultural Week.
- Good progress with Literacy and Numeracy goals.
- 2027-2028 Strategic Goals.

**Action:**
- Staff to propose potential Goals for the new Strategic Plan. DJ will set up a display in the meeting room and also circulate via a Google Form to allow whānau feedback and input towards on proposed Strategic Goals

3. **Parent Voice**

The Board discussed the survey results regarding the new report format and dates for the school year. Overall:

- Positive feedback for the new report system.
- 88.2% satisfied with regular communication on their child's progress.
- Students are judged against national achievement data (so a cohort comparison is not appropriate).

- Term dates for 2027 - 56.3% say keep the current schedule; 31% say start after Waitangi Day. DJ will present dates at the next Board meeting based on these results.

**Action:**
- DJ to consider 2027 dates and present for discussion at the next Board meeting

**4. Property**

Items discussed:
- Carus painting quotes have come through. DJ to query whether, if a "strip and paint" is required, would that add to the estimated cost.
- TH will arrange a second quote.

**Action:**
- DJ to query Carus re "strip and paint"
- TH to get a second quote

**5. Health and Safety**

Thank you to TH for securing the Mouse House. No changes to the Emergencies or Hazard register.

**6. Finance**

The Board noted the Finance update and July & August management reports.
Items discussed:
- We are tracking well financially. The modest deficit in bank staffing is budgeted for and will reduce in Term 4
- It was noted that uncommitted funds have increased.

**Action:**
- DJ to check some codes and percentages, to ascertain what has caused some budget overruns on line items

**7. Marketing**

Items discussed:
- Progress of digital campaign to date - getting some big view counts.
- IM is doing a fantastic job with our ads.
- Learning in Action morning this week.
- EM has been out to ECEs.

**Action:**
- Continued focus on these marketing efforts.

**8. Board Communications**

Discussed for Board comms (Week 4 Newsletter):
- Thank parents for survey feedback on the new report format - explain how students are graded against national data and the analysis of variance shows school data and the end of the year.
- Thank parents for survey feedback on start dates.
- Cultural performance at St Pat's.
- Great outcome to ERO review - report to come.
- Student-led conferences coming up.
- Acknowledge those who have paid 2026 donations - important to help us meet costs.
- Look out for the Health & PE Consultation.
- Remind parents that, as part of 'school community contact expectations', if there is concern with the behaviour of another child, approach the teacher first (not the child or the parent of the child).

**9. School Policies for Review**

- ☑ School Community Engagement Policy - TH - no changes
- ☑ Inclusive School Culture - MW - happy to make suggested changes from both DJ and MW
- ☑ Student Attendance - MW - no changes
- ☑ Concerns and Complaints Policy - JS - no changes
- ☑ Enrolment - DJ - happy to make suggested changes from DJ
- ☑ Student Uniform/Dress Expectations - DJ - no changes
- ☑ Protected Disclosure - DJ - add to staff induction

**10. Action Points from previous meeting**

- ☑ Board members to read SIF self-evaluation in preparation for ERO review meeting
- ☑ TH anchor the Mouse House
- ☑ Plan next Learning in Action Day
- ☑ MW & DJ to discuss marketing with different languages - work in progress
- ☑ Ask ECEs to link us into their posts
- ☑ Read the Annual Goals Implementation Report in the folder, for discussion at next meeting

**Current Meeting Action Points:**

- ☐ Staff to propose potential Goals for the new Strategic Plan.
- ☐ DJ to propose 2027 start dates, for Board at next meeting
- ☐ DJ to query Carus re "strip and paint"
- ☐ TH to get a second quote from painters
- ☐ DJ to check some codes and percentages re finance report
- ☐ DJ to action Schooldocs review
- ☐ DJ to send out the Health & PE Consultation to whānau (after the feedback on new reports format has been completed) - this week

**Reflections Roster**

| Board Meetings | Reflections lead |
|---|---|
| T4, Week 3 | SC |
| T4, Week 8 | JS |

Oliver Meech

*Presiding Member*

*Date:* 27/10/2026