**Wednesday 15th March 2017**

**7.00pm**

**Held in Staffroom**

**Present;** Julia Stringer, Kristine Osburn, George Warren, Steve Warren, Vicky Oosthoek, Debbie Burge, Ryan Johnston.

**Apologies;**

**Opening Prayer;** Kristine Osburn

**Declarations of Conflict** None

**of Interest;**

**Special Character;** Proprietors Report

Move: Julia Stringer

Second: Ryan Johnston

**Succession Planning;** Staff Representative elections – paperwork has been handed out to all staff and one has been returned already.

**Property;** Report/Site Minutes from Builders tabled.

Still waiting on quotes for school painting (one from Dio contractor, one from Central Decorators and another local Contractor).

Room 2 – Matt Whitmarch drawing up plans for knocking out Wall in between what is currently the Library and Room 2.

**Health and Safety;** We were notified of2 Near Misses involving Dio contractors and they have minuted it under their paperwork.

**Accidents, incidents, near misses;** 2 – 1 grazed ankle and a small cut on toe involving students

**Contractor H&S management;**

**Emergency readiness;**

**Inductions – staff & volunteers;**

**Hazard identification, assessment & control;** Property Report – Site minutes from Builders

**Equipment issues;**

**Staff health;**

**Training;** Amanda Sayer hasattended RE 101

**Stragetic Discussion:** Catholic Character Review filled out and to be signed by Chair and sent off.

Move: Vicky Oosthoek

Second: George Warren

**Policies;** None this month to be reviewed.

**Consent Agenda;** Financial Report – Xero – accounts have been loaded for Board to check.

Kristine received a quote and it would have cost 10 grand to Autex Room 1 – we will not be going ahead.

PTA report – No report, their AGM.

Principal Report – no issues.

Move: Debbie Burge

Second: George Warren

**Correspondence In;**  Letter from David Barrowclough

Letter from Sharyn Mudgway

Education Gazette

Brochure from NZSTA

**Correspondence Out;** None

**Minutes of Previous** Minutes of the meeting December 7th 2016 held at the St Joseph’s School Staff Room, confirmed as true and correct record.

Move: Vicky Oosthoek

Second: Julia Stringer

**Matters arising from** None

**previous minutes;**

**General Business;** Catholic Development Fund – How much is in it and signatories – Julia to action

Hogan Estate – Rules and regulations around it – Kristine to action

Steve raised questions regarding Techspot – our tech support and provider.

George volunteered to say opening and closing prayer for the next meeting.

**Closing Prayer;** Kristine Osburn

**Meeting Closed;** 8.42pm

**Next meeting;**  Monday the 10th April 2017