



ST MICHAEL'S CATHOLIC SCHOOL
*"Be it known to all who enter here that CHRIST
 is the reason for this school"*

SMCS BOARD OF TRUSTEES MINUTES

For meeting held in the Staffroom on Monday 11th April at 6.30pm

PRESENT: Sarah Langley, Mary Kedzlie (Acting Principal), Catherine Westwood, Mat Croad, Michael Clegg, Annabelle Wells, Jonathan Spencer (Minutes Secretary), Mark Lewis, Nico Buyck, Georgina Van Schaijk

APOLOGIES: Hayden Kingdon,Carolynn Phillips (Sabbatical).

Catherine opened with a Prayer at 6.35pm. Declaration of Interest: None.		
1. Minutes	Agreed	Action
The Minutes from 21 st March were circulated and accepted.	Mark/Annabelle	
2. Matters Arising from the Minutes		
1. Discussed need for temperature control in Junior classrooms. Annabelle to approach Aircon unit suppliers - aim is to gain competitive quotes for Board consideration. 2. Junior playground replacement options – ongoing scoping/feasibility work to occur. Existing Junior playground now repaired. Safety certification to be sought from repairer. 3. Andrew Evans to present to new Board on H&S legislation second meeting after elections. H&S Policy to be reviewed after then.		Annabelle Mary
3. Agenda Discussions		
4. Finance and Property Report		
Property: Finance: Finances are tracking to schedule for time passed year to date. The Finance Report was moved and accepted	Nico/ Catherine	

5. Health and Safety Report		
Processes to be reviewed to ensure correct capture of information on child departure and results on return in event of injury. To include a review of sign out book. The Health and Safety Report was moved and accepted.	Annabelle/Nico	
6. Principal's Report		
The Board support the beehive initiative. Health and safety aspects have been considered and discussed at Board level. Review of survey summary results to be conducted by Management Team to explore potential for further improvements. The Principal's Report was moved and accepted.	Mark/Jonathan	
7. Management Team Update		
8. Policy Review		
9. BOT		
<u>Next Meeting Agenda items:</u> Enrolment Policy and Process Policy Review schedule <u>The Board would like to thank Mary for her fabulous work over this term!</u>		
10. Correspondence		
N/A		

The Meeting closed at 9.07 p.m.

Signed: _____ **Date:** _____

The next Board Meeting will be held on: