



Meeting of the Garin College Board of Trustees
 Wednesday 4 August 2020, 5.30pm
Minutes

Opening Prayer	Ann Ritchie
Present / Apologies	<p>Present: John Maguire, Chris Ward, Selwyn Mason, Ann Ritchie, Sarah Binns, Katie Herd, Dave Ashcroft, Iain Hall, Roman Birch, Katrina Taylor</p> <p>Minute taker: Shona Erasmuson</p> <p>Apologies: Fr Bill, Markelle Ward <i>Moved to accept apologies: Chris Secoded: Sarah</i></p>
Introductions	<p>Hostel Chairperson – Matt O'Regan Hostel Manager – Robert Booth Garin College Business Manager – Cassie Fitzsimmons</p> <p>To discuss potential Hostel Development:</p> <ul style="list-style-type: none"> • Hostel members introduced themselves and gave some background and history on the Garin Hostel. • 2010 Catholic Archdiocese took over the Hostel. • School and Hostel are seen as one entity. • Hostel has identified two options, one of which increases capacity by four beds and one by sixteen beds. Both provide communal eating and sick bay facilities. One joined building improves staff efficiencies. • Deadline for construction of 2022. • Best case scenario is full capacity. • Students have been turned away for the last 3 years. • Hostels attractive to International families for Year 9 students – integrate into school and NZ culture then to homestays. Positive cultural experience for everyone. • Looking for a loan from GCET, rather than a grant. Any surplus over and above the repayments will be put into the Garin College Education Trust. • Working together in alignment with school and hostel. • International department gives a significant income for school. • No extra cost to parents. • Not a priority for the Archdiocese as no security for commercial loan. GCET is only the funding option. <p>Matt wanted the BOT to decide what it's priorities were for the College and indicated that he wants support from the BOT for the Hostel Trust's proposed application to GCET. Ideally, BOT to discuss at this meeting and make decision at next meeting.</p>
Minutes of Previous Meeting	<p>July Minutes:</p> <p>A number of corrections were tabled. Updated minutes to be circulated. Ann's name spelt wrong x3. Updated agenda on the day. Changing sentence Container project. Finance report – sense of future budget, future risk.</p> <ul style="list-style-type: none"> - Finance Committee to discuss future upcoming costs. - Finance report to include highlight on any variance to budget. <p>In future, initial draft of Board Minutes to be circulated 2-3 days after meeting. Board to return any changes to Chris/Maree prior to Agenda for subsequent Board meeting being finalised.</p> <p style="text-align: right;"><i>Moved to accept July 2020 Minutes as amended: Chris Secoded: Katie</i></p>

Matters Arising from Previous Meeting	Covered in Agenda items.
Matters for Decision	<p>Board Paper #1: Appointment of Returning Officer Resolution: <i>That the Board appoint Laurie Gabites as Returning Officer for the 2020 Board of Trustees Student Elections.</i> <i>That the Board of Trustees approve the election date of 18 September 2020 to be the date of election for student representative on the Board of Trustees.</i> <i>Moved to approve above Resolution: Ann Secoded: Chris</i></p> <p>Board Paper #2: College Youth Minister</p> <ul style="list-style-type: none"> • Appointment of Youth Minister Successful in other schools. • Archdiocese will fund \$10000 towards Youth Minister. • Fit into Wellbeing of Strategic Plan. • Youth Minister work with Justice & Ministry Programme. • Understand the school curriculum. <p>Board discussed if this was a priority area to spend discretionary funding on? Finance Committee to consider when finalising budgets for 2021. Resolution: <i>The Board of Trustees support in principle the recruitment and appointment of a YC Tuakana - College Youth Ministry worker for the 2021 school year, subject to financial viability in the 2021 college budget or other income source.</i> <i>Moved: Roman Secoded: Iain</i></p> <p>Board Paper #3: Property Committee Principal tabled Appendix to Board Paper #3 (as attached).</p> <ul style="list-style-type: none"> • Meeting with Architect and ADW. • Masterplan, 10 Year Property Plan. • ADW will support Architect with Plan. <p>Resolution: <i>That the Board of Trustees approve the Terms of Reference for Garin College Property Committee.</i> <i>That the following be appointed to the Property Committee: Roman, Dave and John.</i> <i>Moved: Iain Secoded: Sarah</i></p> <p>John indicated that the College Business Manager, ADW Director of Property, Sarita Smit and Project Manager, Ian Rattray, would provide advice and support to the Committee.</p>
Matters for Discussion	<p>Principal's Report:</p> <ul style="list-style-type: none"> • John tabled new Garin College Prospectus. • Large turnout for Open Day. • Invitation to attend ADW Shaping the Mission college/parish consultation – email Principal if interested attending. • Close connection with Primary Schools. <i>Moved that the Principal's Report be accepted: John Secoded: Katrina</i> <p>ADW: Mission/Parish Consultation Invitation – Interested trustees to contact John.</p> <p>Hostel Trust Letter: Garin College BOT and associated papers attached to Board pack. There was further discussion of matters raised in the Hostel Trust letter. Board does not yet have this priority for development. The Property Committee will prepare these. Questions were raised:</p> <ul style="list-style-type: none"> • What is the reason for the 2022 deadline? (John/Matt to answer). • What is the impact on scholarships if investment income is significantly reduced? (John/John Pope to answer). • What is the relationship between bequest conditions and GCET Trust Deed? (John Pope to be invited to next meeting). <p>Other comments:</p> <ul style="list-style-type: none"> • Garin College Education Trust wants a united voice from Hostel and College Board. • Garin property plans need to be progressed, as may also want to apply to the Trust for future plans. • Benefits to the College from Hostel accommodating International students were enrolled. • Noted that teachers enjoy having hostel students in classes, diverse cultures.

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	<ul style="list-style-type: none"> Property Committee, to understand what the College can or cannot do in conjunction with ADW.
Matters for Information	<p>Board Paper #4: Financial Report</p> <p>Resolution: <i>That the Board of Trustees approve the Finance Summary for 30 June 2020 as presented.</i> <i>Moved: Selwyn Secoded: Iain</i></p> <p>NZCEO/APIS Non-Preference Enrolment</p> <ul style="list-style-type: none"> Schools must make Non-preference Enrolment transparent John tabled Garin College's Non preference enrolment process for Board information (attached) <p>Resolution: That the BOT extend the meeting by 30 minutes. <i>Moved: Chris Secoded: John</i></p>
Tabled/Other Business	
In Committee	Time In: 7.36 Time Out: 8.00
Closing Prayer	Ann Ritchie
Next Meeting Date	8 September 2020

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Minutes Approved by Chairperson: _____ Date: 8 September 2020



Garin College Enrolment Process for Non Preference Enrolment

NON PREFERENCE ENTRY

- Students without preference are welcome to apply. Enrolment is restricted to 10% of the maximum school roll of 670 students as per the Integration Deed of Agreement 23 October, 2001
- All applications for non-preference are to be made via the school office to receive an enrolment pack.

Priority of Non Preference will be administered in the order after interview with the Principal -

- Any non-preference with a sibling/s at Garin.
 - Any non-preference already in a Catholic school and supported by the principal
 - The children of any staff employed by the Board
 - Then – affinity with the special character of the school established through an interview with the Principal.
 - Our capacity to maintain 10% non-preference enrolment becomes restricted when we reach a roll of approximately 550 students. This ensures Garin College can maintain placement for preference students within its maximum roll.
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