St Peter's College, Gore

Meeting of the School Board
held on Thursday 25th June 2026
at 5:30pm in the Principal's Office

PRESENT: 1.1 Ceri Macleod (Presiding Member) (arrived 6.30pm), Aaron Stevenson, Cathy Puna, Julie Burrows, Fr Sani Lam, Morgan Greene, Beth Gray, Kieran Udy (Principal), Sr Leona Garchow, Catherine Sayer, Jane Matthews

ATTENDEES:

1. Introduction and Welcome

The meeting opened at 5.30pm.

- The meeting started with a prayer from Fr Sani Lam

1.2 Apologies

Millie McFadzien

1.3 Declaration of Interest

Nothing new

1.4 Speaking Rights

Brendan Terry, Borom Blakie (via zoom), Stephen Bryant

1.5 HELA Reports

RE Department report

Science Department report

Mathematics report

2 Key Decisions

2.1 In between meeting decisions

None

3 Monitoring

3.1 Principal's Report

Health, Safety, and Compliance

- No significant health and safety issues; One International student had a wee incident on one of the school vans after hearing of his grandfather's death but was checked out and is fine and is returning to Hong Kong for the funeral.

Staffing

- PGC's for teachers progressing well.
- Staff are adapting to a new government-mandated reporting format. School morale is high, buoyed by a recent house singing event.
- Bishop Michael visited, was shown the building progress, and is supportive of the school's plans, including demolishing an old building.

Student Retention

- Enrolments for 2027 have begun, with visits to several primary schools conducted.

MOVED: *That the Principal's report be accepted.*
MOVED: Kieran Udy **SECONDED:** Aaron Stevenson **CARRIED**

NCEA Progress

- NCEA is progressing well
- **Year 12 (55 students):** 15 have 30+ credits, 27 have 20+ credits, but 11 with fewer than 20 credits are a concern.
- **Year 13 (approx. 30 students):** 6 have 30+ credits, 13 have 20+ credits, and 9 with fewer than 20 credits are a slight concern.
- **University Entrance (UE):** 10 students have already achieved UE literacy.

MOVED: *That the NCEA progress report be accepted.*
MOVED: Julie Burrows **SECONDED:** Morgan Greene **CARRIED**

3.2 Student Representative Report
No report this meeting

3.3 Staff Representative Report
No report this meeting

3.4 Finance & Property Report

- **Financials:** A deficit continues, primarily due to the building academy, but this is expected to resolve upon the building's sale. The international program has a surplus, and the uniform shop has a temporary deficit from a bulk purchase.

Property Maintenance

- Roof leaks in the admin area appear fixed, and a recurring van error has been resolved.
- The chapel requires significant maintenance: lighting has been out for ten years, a past roof repair was a short-term fix, and historical information panels need to be reinstalled. A past incident involving a falling light cover was noted.
- Furniture Grant: A $65,000 grant is expected, prioritized for desks, chairs, a sound system, gym equipment, and a drinking fountain. It was agreed to spend this promptly.
- **Diocese Master Plan:** A long-term (10-20 year) master plan with McCoy Wixon architects was agreed upon. It proposes moving the main entrance to Kakapo Street, building a new admin block, demolishing St. Joe's for a car park, and redeveloping the quad area.

Tree Management Plan

- One Ash tree was felled, with more pragmatic removals planned.

MOVED: *That the Finance and Property Reports be accepted by the whole board.*
MOVED: Kieran Udy **SECONDED:** Aaron Greene **CARRIED**

3.5 Appointments and Strategy
No report this meeting

3.6 Policies and Review
EOTC to be approved:

- Junior Netball Tournament to Christchurch

3.7 New Procedures

- Relief Procedure
- Vehicle Procedure
- OIA Requests Procedure
- Privacy Act Requests Procedure

MOVED: *EOTC approved for the above trip and the new procedures.*
MOVED: Catherine Sayer **SECONDED:** Sr Leona Garchow **APPROVED**

4 Administration

4.2 Minutes of Previous Board Meetings – Thursday 30th April 2026 and Thursday 28th May 2026

Minutes from these two meetings have been reviewed and approved.

MOVED: *Minutes from the last two meetings have been reviewed and approved.*

MOVED: Catherine Sayer **SECONDED:** Morgan Greene **APPROVED**

4.3 Actions from the Previous Meetings

As per the table below.

4.4 Correspondence

Nil

4.5 General Business

- A motion was passed to support the PTFA's application for a Community Trust grant to replace the Susan Horrell courts, contingent on confirmation from the Ministry of Education (MOE) regarding eligibility and GST implications.

MOVED: Kieran Udy **SECONDED:** Morgan Greene **CARRIED**

5 Public Excluded

The meeting moved into Public Excluded at 6:45pm

MOVED: *That the meeting move into Public Excluded.*

MOVED: Ceri Macleod **SECONDED:** Morgan Greene **CARRIED**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 ("LGOIMA") for the passing of this resolution are as follows:

General subject Reason for passing this resolution Ground(s) under s48 (1) for the passing of this resolution.

General Subject	Reason for passing this resolution	Ground(s) under s48(1) for the passing of this resolution
Personnel Issues Complaints Board Matters	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons, being a good reason for withholding information under s9(2)(a) of the Official Information Act 1982 ("OIA").	Pursuant to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under the OIA.

Resolution is made in reliance on section 48(1)(a) of the LGOIMA and the particular interest or interests protected by sections 6, 7 or 9 of the OIA which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as set out in the table above.

The meeting moved out of Public Excluded at 7:09pm.

MOVED: *That the meeting move out of Public Excluded.*
MOVED: Ceri Macleod **SECONDED:** Kieran Udy **CARRIED**

6 Agenda Items for the next meeting

- Ceri noted items to add for the next agenda.

6.2 Communications

- Nil

There being no further business the meeting closed at 7:15pm with a Karakia.

The next meeting to be held on Thursday 30th July 2026.

CONFIRMED......C Macleod..**DATE**...30/07/2026.

Appendix One

1. Action Points Table

Action Point	Date	Action	Responsibility	Status
1.	26/02/26	Create student profile as per Appointments & Strategy committee meeting	K Udy and committee members	Ongoing
2.	26/02/26	Uniform policy to be updated	K Udy	Ongoing
3.	25/06/26	Kieran to set up meeting time for the one remaining department.	K Udy	
4.	30/04/26	Letter of acknowledgement to be sent to Prue Scorgie	C Macleod	Completed