



**St Peter's College, Gore**  
**Meeting of the School Board**  
**held on Thursday 26<sup>th</sup> March 2026**  
**at 5:30pm in the Principal's Office**

**PRESENT:** Ceri Macleod (Presiding Member), Aaron Stevenson (arrived 5.45pm), Cathy Puna, Julie Burrows, Fr Sani Lam, Morgan Greene, Jane Matthews, Beth Gray, Catherine Sayer, Sr Leona Garchow, Kieran Udy (Principal)

**ATTENDEES:** Nil

**1. Introduction and Welcome**

The meeting opened at 5.32pm.

- Sister Leona opened the meeting with a prayer and reflection on the college's Rosminian and Mercy heritage.
- She noted that Rosmini (born 1797) and Catherine McCauley (born 1778) were contemporaries.
- The six maxims of Rosmini were mentioned: to be good, be like Jesus, listen to God, trust in God's providence, know God is great, and think about God's will.
- Catherine McCauley's sayings were shared, emphasizing charity, mercy, and trust in God's providence. Her motto, "Charity fulfils the law," is the college's motto.
- A poem by Catherine McCauley was read, focusing on patience, peace, and guiding children.
- The prayer concluded by asking God to bless the board meeting.

**1.1 Apologies**

Nil

**1.2 Declaration of Interest**

Nil

**2. Key Decisions**

**2.1 In between meeting decisions**

**MOVED:** *That the Vietnam Trip final approval has been ratified by the board.*

**MOVED:** Catherine Sayer

**SECONDED:** Morgan Greene

**CARRIED**

**3. Monitoring**

**3.1 Principal's Report**

- Enrolment: Four new students have enrolled. One Year 11 student may potentially leave.
- Health and Safety:
  - No major health and safety incidents. A committee meeting is upcoming.
  - The staff car park is considered hazardous in the afternoons and will be chained off from approximately 2:45 PM to 3:30 PM to ensure student safety. Communication will be sent to parents about this change and alternative pickup locations.
- Academic Programs:

- Senior and Junior ESOL classes are running.
- Special education students are well-supported with allocated teaching time and teacher aides, exceeding their funding.
- A date will be set for all departments to report to the full board next term.
- Teacher appraisals and professional growth cycles have started, aligned with school values and strategic plans.
- Class Sizes: Classes have moved from very small sizes to fuller classes of twenty-something, which some staff are adjusting to.
- International Students: Two Japanese school students have gone home. Three more groups have enquired about coming but are not yet confirmed. There is one group from Chiang Mai coming in term two.
- Building Program: The principal is working with the Gore Council to resolve consent issues, with a meeting scheduled.

**MOVED:** *That the Principal's report be accepted.*

**MOVED:** Kieran Udy

**SECONDED:** Julie Burrows

**CARRIED**

### 3.2 NCEA Report 2025

- **Overall Performance:** The school's NCEA results are generally above the national average and the average for schools with a similar EQI. Level 2 results are above the EQI average, while Level 3 and University Entrance (UE) are approximately at the EQI average.
- **Subject-Specific Performance:**
  - Chemistry and Foods were highlighted as strong performers, with Foods achieving a 42.5% excellence rate at Level 3, far exceeding the national average of 8.9%.
  - The Maths department is exceeding national stats for endorsements.
  - Excellence rates in some subjects are lower than the national average. English showed no excellence results, despite teacher effort.
  - Small cohort sizes in subjects like Digital and DVC can skew results.
- **Identified Issue:** A significant concern is the academic underperformance of boys, particularly regarding endorsements and University Entrance.
- **Impact of International Students:** NCEA statistics are negatively impacted by international students (here for a year or more) who are counted in the roll-based stats but may not sit age-appropriate assessments, resulting in an automatic fail. This can cause a significant drop (e.g., 15%) in pass rates for a small school. It is not possible to separate these students from published data.
- **Upcoming NCEA Changes:** Governmental changes to the qualification system are expected, starting in 2028 with a foundational certificate in Year 11. New Level 2 and Level 3 certificates will follow. The NCEA name may be discontinued, and grading might shift to a letter-based system (A, B, C, D, E).

**MOVED:** *That the Attendance Report be accepted.*

**MOVED:** Kieran Udy

**SECONDED:** Morgan Greene

**CARRIED**

### 3.3 Student Representative Report

The school ball was successful. The early timing had both pros (it's over) and cons (early pressure).

### 3.4 Staff Representative Report

- The youth common room is being used respectfully.
- Staff were busy with well-attended Year 7/8 student-led conferences.
- The Science department is enjoying their new rooms.
- Portable air conditioning units have been installed to manage high temperatures.

### 3.5 Statement of Variance 2025

Last year's goals were reviewed, with most targets met. This year's goals are more ambitious, focusing on closing the achievement gap for boys and incorporating te reo Māori

**MOVED:** *That the Statement of Variance be approved.*

**MOVED:** Ceri Macleod

**SECONDED:** Kieran Udy

**CARRIED**

### 3.6 Finance and Property Report

The March financial report is expected to provide a clearer picture than the interim January/February reports. The new uniform shop policy requiring upfront payment is working well.

#### Property and Maintenance:

- The new school van has arrived and will get signwriting.
- A three-year safeguard programme for the exterior building is in place.
- Science labs are mostly finished, pending a heat pump and CCTV.
- Hostel renovations have started, with completion expected mid-to-late next term.
- There is an unresolved roof leak in the SLT block.
- The entire school was on diesel heating during parts of Term 1, however in general only the Tech Block is heated by diesel and the rest of the school uses coal or heat pumps.
- The diocese is seeking ideas for the former hostel kitchen space, with suggestions including a new toilet block or relocating the music suite.
- Air conditioning units and a water cooler are approved for installation.

**MOVED:** *That the board accepted the quote for a water cooler for C floor from Aqua subject to whether Elite Plumbing can supply and install one.*

**MOVED:** Kieran Udy

**SECONDED:** Aaron Stevenson

**CARRIED**

### 3.7 Appointments and Strategy

**Graduate Student Profile:** A strategy is in place to create a graduate student profile by year-end through consultation with employers, providers, staff, and students to define desired skills and attributes.

**MOVED:** *Board accept report from the Appointments & Strategy committee*

**MOVED:** Cathy Puna

**SECONDED:** Ceri Macleod

**CARRIED**

### 3.8 Policies and Review

- Policies under Review:
- Alcohol at School and School Events – Approved
- Alcohol, Drugs and Other Harmful Substances Policy – Approved
- Bring Your Own Device – Approved on condition of modifying to say Years 7 to 13
- Digital Technology and Online Safety – Approved on condition of Netsafe review annually
- Firearms Not Allowed – Firearms Policy – Approved
- Cell phones and Other Personal Digital Devices – on hold

**MOVED:** *Polices as above approved.*

**MOVED:** Catherine Sayer

**SECONDED:** Kieran Udy

**APPROVED**

EOTC Approval – International trip to Christchurch

**MOVED:** *EOTC approved for the International trip to Christchurch in the school holidays.*

**MOVED:** Kieran Udy

**SECONDED:** Julie Burrows

**APPROVED**

**4. Administration**

**4.1 Minutes of Previous Board Meetings – Thursday 26<sup>th</sup> February 2026**

**MOVED:** *That the Minutes of the meetings held on the 26<sup>th</sup> February 2026 be adopted as a true and accurate record.*

**MOVED:** Morgan Greene

**SECONDED:** Beth Gray

**CARRIED**

**Principal Delegations**

**MOVED:** The Board approved the principal's delegations to be the same as last year to ensure proper operational authority.

**MOVED:** Morgan Greene

**SECONDED:** Catherine Sayer

**CARRIED**

**Department Meetings**

The board set the date for the department meetings with the board for 21<sup>st</sup> May at 5.30pm.

**4.2 Actions from the Previous Meetings**

It was confirmed that all outstanding actions have been completed or are in progress (see action list below).

**4.3 Correspondence**

Nil

**5. Public Excluded**

The meeting moved into Public Excluded at 6:41pm

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

**MOVED:** Ceri Macleod

**SECONDED:** Aaron Stevenson

**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	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.
Complaints		
Board Matters		

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 6:47pm.

**MOVED:** *That the meeting move out of Public Excluded.*

**MOVED:** Ceri Macleod

**SECONDED:** Kieran Udy

**CARRIED**

**6. General Business**

**6.1 Agenda Items for the next meeting**

- Ceri noted items to add for the next agenda.

**6.2 Communications**

- Ceri to write an article from the board for the school newsletter.

There being no further business the meeting closed at 6:53pm with a Karakia.

The next meeting to be held on Thursday 28<sup>th</sup> April 2026.

CONFIRMED.....*Ceri Macleod*.....DATE.....*30/04/2026*

*30 April*

**Appendix One****1. Action Points Table**

<b>Action Point</b>	<b>Date</b>	<b>Action</b>	<b>Responsibility</b>	<b>Status</b>
1.	26/02/26	Meeting dates to be distributed to board members	K Udy	Completed
2.	26/02/26	Create student profile as per Appointments & Strategy committee meeting	K Udy and committee members	Ongoing
3.	26/02/26	Uniform policy to be updated	K Udy	Ongoing
4.	26/02/26	HELA meetings to be scheduled with board meetings	K Udy	Completed
5.	26/3/26	Kieran to set up meeting times for the departments for the 21 <sup>st</sup> May.	K Udy	