



St Peter's College, Gore
Meeting of the School Board
held on Thursday 28th May 2026
at 5:30pm in the Principal's Office

PRESENT: 1.1 Ceri Macleod (Presiding Member), Aaron Stevenson, Cathy Puna, Julie Burrows, Fr Sani Lam, Morgan Greene, Beth Gray, Kieran Udy (Principal), Millie McFadzien, Catherine Sayer, Jane Matthews

ATTENDEES:

1. Introduction and Welcome

The meeting opened at 5.48pm.

- The meeting started with a prayer from Julie Burrows

1.2 Apologies

Sr Leona Garchow

1.3 Declaration of Interest

Nothing new

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; technology class sizes larger. Collective Agreement states average class size of 27.
- Police vetting: Board members do not require checks due to no unsupervised access. Anyone with unsupervised access to students must be vetted; Paula manages a strict register.

Staffing and Registration

- School fully staffed. Building staffing coming out of Teacher Salaries.
- All teachers registered, including four PRTs.
- Three staff on LATs; police vetting overseen by Paula.
- Streamline interviews and selection; involve parents to align placements with genuine interests.
- Review study lines for Gateway students to reduce downtime; teachers accommodate missed class by reducing standards from four to two or three.
- Making Gateway mandatory for all was dismissed.

Student Retention and Program Development

- Retention is an ongoing focus; practical programs proposed:
- Hospitality: exploratory phase; facilities limited without a commercial kitchen; Lisa Perkins reviewing requirements, costs, and timeline; intended to broaden options for students not interested in building/Ag.

- Agriculture: potential Year 11 offering; council supports an Ag unit on the school field (up to 10 sheep, chickens, bees; no cattle/roosters); aligns with parent survey feedback (agriculture, metalwork).
- Planning considerations: reorient rugby fields; remove trees near power lines; plant barrier trees; draft plans by Connor Chisholm and Mr. Blakie; potential retired farmer on a LAT to teach.

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

MOVED: Kieran Udy

SECONDED: Aaron Stevenson

CARRIED

Strategic Aims Progress

- Academic interventions:
 - Math and reading interventions in junior school; effective teacher profile linked to professional growth cycle.
- Boys' achievement:
 - Boys' committee active; parent survey sent to address achievement gap; significant changes anticipated.
- Attendance and Haora:
 - Monitoring and communication systems in place; "hauora" program implemented to replace unpopular extended whanau; continuation under review.

MOVED: *That the Strategic Aims Progress report be accepted.*

MOVED: Kieran Udy

SECONDED: Aaron Stevenson

CARRIED

SENCO Report

- Currently have 2 ORRs funded students who have significant needs.
- 1 Year 7 student who is funded through BLENZ.
- 1 student coming in 2027 who has significantly higher needs, they will be coming for visits later this year.

MOVED: *That the SENCO report be accepted.*

MOVED: Kieran Udy

SECONDED: Julie Burrows

CARRIED

Offsite Learning and Gateway Program

- Current status:
- 19 students in Gateway (funding for 16); 25 students on SIT; aim to stick to funded numbers.
- Flexible scheduling due to employer availability causes teacher planning challenges but supports student engagement and roll stability.
- Confusion among staff over qualifying placements; interview/selection processes described as messy; some students placed in areas not aligned to interests.
- Planned improvements:

MOVED: *That the Gateway report be accepted.*

MOVED: Kieran Udy

SECONDED: Jane Matthews

CARRIED

3.2 Student Representative Report

- House singing started this week.
- Golf drive house event was fun.
- Eisteddfod is coming up.
- Y11 CAAs have just been completed.
- The new student PB4L system where students can get stars for their behaviour and attendance is working well.

MOVED: *That the Student Representative Report be accepted.*

MOVED: Millie McFadzien

SECONDED: Catherine Sayer

CARRIED

3.3 Staff Representative Report

- Year 7 baseline:

- 68% at/above in reading; 82% at/above in writing; overcorrection toward writing noted; device preference challenges reading engagement.
- Teachers reading novels to classes well-received; structured literacy supports consistent language/concepts; Year 7 data report moved and seconded.
- Year 10 literacy gap identified, attributed to reduced literacy hours in previous years.

MOVED: *That the Staff Representative Report be accepted.*

MOVED: Julie Burrows

SECONDED: Kieran Udy

CARRIED

3.4 Finance & Property Report

- Finances stable but slightly behind budget due to building academy upfront costs.
- Voluntary donations exceed alternative fee-based model; monitoring due to family cost pressures.
- International program in surplus, slightly below budget with more revenue expected.
- Property:
 - Hostel refurbishment progressing; SLT area leak sealed.
- Audits:
 - 2022 audit complete; 2023 final phase; 2024 in progress; staying current aids grant applications.

Tree Management Plan (linked to Ag Unit)

- Developing a plan to drop smaller trees; larger ash trees are costly to remove (one quoted at \$4,000).
- Aim to remove trees before district plan finalization to avoid heritage designations.
- Poplars scheduled to be dropped during holidays; focus on trees near power lines.

MOVED: *That the Finance and Property Reports be accepted by the whole board.*

MOVED: Kieran Udy

SECONDED: Morgan Greene

CARRIED

3.5 Appointments and Strategy

Surveys and Graduate Profile

- Parent, staff, and employer surveys:
 - “Whanau” survey reviewed and corrected; parent survey live with 48 responses; reminder to be added to newsletter.
 - Staff survey live for comparative insights; employer survey planned to identify industry skills, compare with staff views, and target trades/larger industries.
 - Graduate outcomes to include soft skills and financial literacy; emphasis on industry alignment.

MOVED: *That the board approve the Parent, Staff and employer survey.*

MOVED: Morgan Greene

SECONDED: Kieran Udy

CARRIED

3.6 Policies and Review

EOTC to be approved:

- Volcanoes trip to Wellington and Rotorua in conjunction with Otago Boys High School.
- Lit Quiz trip to Wellington.

MOVED: *EOTC approved for the above trips.*

MOVED: Catherine Sayer

SECONDED: Jane Matthews

APPROVED

3.7 HELA Reports

- Remaining four reports to be included in future agendas.
- Variations in format acceptable if required content is present. Proposed increasing 10-minute reporting slots for deeper discussion; emphasis on direct reporting to ensure data knowledge and accountability.

4 Administration

4.1 Minutes of Previous Board Meetings – Thursday 30th April 2026

Confirmation of these minutes held over until the next meeting as they were not available for the board to read.

4.2 Actions from the Previous Meetings

As per the table below.

4.3 Correspondence

Nil

4.4 General Business

- Kieran recently attended the SPANZ conference in Queenstown and the Murihiku Regional Conference in Invercargill.
- Kieran advised that the school newsletter will now be published monthly instead of fortnightly.

5 Public Excluded

The meeting moved into Public Excluded at 7:12pm

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	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 7:20pm.

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.

6.1 Communications

- Ceri to write an acknowledgement letter to Prue Scorgie.

There being no further business the meeting closed at 7:22pm with a Karakia.

The next meeting to be held on Thursday 28th May 2026.

CONFIRMED.....*C Macleod*.....DATE.....*25/06/26*.....

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.	26/03/26	Kieran to set up meeting times for the four remaining departments.	K Udy	Completed
4.	30/04/26	Letter of acknowledgement to be sent to Prue Scorgie	C Macleod	Ongoing