



St Peter's College, Gore
Meeting of the School Board
held on Thursday 30th April 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, Sr Leona Garchow, Kieran Udy (Principal), Millie McFadzien

ATTENDEES: Duncan McAllister

1. Introduction and Welcome

The meeting opened at 5.32pm.

- The meeting started with a prayer from Aaron Stevenson

1.2 Apologies

Catherine Sayer, Jane Matthews

1.3 Declaration of Interest

Nothing new

1.4 Speaking Rights

Speaking Rights was granted to Duncan McAllister, Head of Construction

MOVED: Ceri Macleod

SECONDED: Aaron Stevenson

CARRIED

1.5 Board Photo

Not taken due to apologies, rolled over to the next meeting

2 Key Decisions

2.1 In between meeting decisions

MOVED: *That the Sri Landa Trip for Kieran Udy and Nikki Cunningham final approval has been ratified by the board.*

MOVED: Aaron Stevenson

SECONDED: Julie Burrows

CARRIED

3 Monitoring

3.1 Principal's Report

- Enrolment: Two new students have enrolled.
- Ella Cupit has been employed as a teacher aide for the new Year 8 boy.
- Linda Dalzell has been employed for two terms (one day a week) to train teachers on restorative practices.
- HELA reports are coming up – Thursday 21st May.
- International group from Chaing Mai here for 3 weeks. Three new girls from Hikoranga school started this term.
- Nikki and Kieran going to Sieba conference in Christchurch – 12th to 14th May.
- Have received the ministry letter of support for the building programme.

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

MOVED: Kieran Udy

SECONDED: Ceri Macleod

CARRIED

3.2 Building Programme Update

- Duncan's building program: initial delays due to consents and council processes but now progressing well; frames and trusses are up; students highly engaged; occasional lateness acknowledged.
- Enrolment and session logistics: 14 enrolled, with a maximum of 12 on-site at once due to options structure; typical sessions include instruction, supervised hands-on tasks (e.g., roofing screws), and independent work by period end.
- Curriculum and credits: using BCITO materials worth about 34–35 credits; completed Health and Safety last term; now on hand tools and power tools; upcoming truss/book unit; students use a course "Bible" to find information with guided support.
- Apprenticeship pathway: BCITO credits earned at school count toward BCITO training outside school, providing a head start for apprenticeships.
- External support and moderation: Duncan visited another school for setup ideas; direct BCITO contact is Mark Chalmers; moderation held last Wednesday for about an hour; setup similar to northern schools.
- Challenges: primarily pedagogical—conveying content so students retain it; requests no specific board assistance beyond current support; acknowledges difference between teacher training content vs. real classroom context.
- Interdisciplinary links: maths applied to real tasks (square meters, volumes, concrete ordering for piles); calculations may be challenging for some but are foundational and practical.
- Discussion on pre-cut frames: students didn't cut frames themselves; noted that in real industry frames are often pre-cut; prioritizing practical relevance and efficiency.
- Upcoming Wellington meeting: Duncan traveling to meet schools running the same course; 6 in the South Island; about 20 schools in Wellington area; Christchurch may host in future.
- Student outcomes: some students thrive in practical work even if they struggle elsewhere; book work engagement has been better than expected when tied to on-site relevance.

3.3 Student Representative Report

- Eilish Greene and Andrei Morus represented St Peter's at the ANZAC parade.
- Had an ANZAC assembly at school.
- Peer support going well.

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

MOVED: Ceri Macleod

SECONDED: Beth Gray

CARRIED

3.4 Staff Representative Report

- Read out a letter from Prue Scorgie thanking the board for their generous gifts for her 50 years teaching at St Peter's College.
- All seems to be well with staff even with the lots of changes happening with curriculum etc.

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

MOVED: Ceri Macleod

SECONDED: Aaron Stevenson

CARRIED

3.5 Finance & Property Report

- Morgan told the board about the Financial meeting and explained the Financial Report to the whole board.
- Photocopier usage has been reviewed, and we will be reducing the number of copiers we have which will save the school approx. \$6000 per annum.
- Carving project – need more accurate costings.
- Diocesan funds to help upgrade heating on C floor.
- Diocese to pay for new board room where the photocopier room is.

MOVED: *That the Property Report be accepted by the whole board.*

MOVED: Morgan Greene

SECONDED: Ceri Macleod

CARRIED

MOVED: *That the board approve the conversion of the photocopier room into a proper boardroom.*

MOVED: Morgan Greene

SECONDED: Kieran Udy

APPROVED

3.6 Appointments and Strategy

Graduate Student Profile: The last meeting involved coming up with the purposeful questions to ask and clearly identified the purpose of the graduate profile.

MOVED: Board accept report from the Appointments & Strategy committee

MOVED: Ceri Macleod **SECONDED:** Aaron Stevenson **CARRIED**

3.7 Policies and Review

- EOTC to be approved: Y13 Biology trip to Portobello. Staff attending are Louise Grogan and Catherine Baldock.

MOVED: EOTC approved for the Biology trip to Portobello.

MOVED: Kieran Udy **SECONDED:** Julie Burrows **APPROVED**

Policies:

- EOTC Policy – one amendment, to add that all EOTC documents are now done on Kamar.
- Swimming – happy to approve as this was straightforward.

MOVED: The EOTC Policy (with amendments) and Swimming Policy be approved.

MOVED: Kieran Udy **SECONDED:** Julie Burrows **APPROVED**

4 Administration

4.1 Minutes of Previous Board Meetings – Thursday 26th March 2026

MOVED: That the Minutes of the meetings held on the 26th March 2026 be adopted as a true and accurate record.

MOVED: Morgan Greene **SECONDED:** Aaron Stevenson **CARRIED**

4.2 Actions from the Previous Meetings

Uniform Subcommittee: We need board members to be on the subcommittee to review the school uniform. Members who have volunteered: Catherine Sayer, Beth Gray, Millie McFadzien, Julie Burrows.

4.3 Correspondence

Nil

4.4 Annual Report

Annual Report was tabled for the Board.

MOVED: That the 2025 Annual Report be approved.

MOVED: Kieran Udy **SECONDED:** **APPROVED**

4.5 Resolution to endorse application for TTCF funding

MOVED: That the Board endorse the application to TTCF for funding sports teams to SISS Winter Tournaments.

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

4.6 General Business

Nil

5 Public Excluded

The meeting moved into Public Excluded at 6:40pm

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

Kieran Udy talked to the board about the auditing of accounts. Crowe Howarth are indicating that they will have all audits including 2025 completed this year.

MOVED: *Accept the recommendation of both Crowe Howarth and the office of the auditor general that the 2024 accounts do not need a partner review as the hostel closed.*

MOVED: Kieran Udy

SECONDED: Ceri Macleod

CARRIED

6 Agenda Items for the next meeting

Ceri noted items to add for the next agenda.

6.1 Communications

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

There being no further business the meeting closed at 7:40pm with a Karakia.

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

CONFIRMED.....*Ceri 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 departments for the 21 st May.	K Udy	Ongoing
4.	30/04/26	Letter of acknowledgement to be sent to Prue Scorgie	C Macleod	