

Meeting: **Thursday, 26 October 2023**

Location: **Staff Room**

Time: **5.30 pm**

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Present: Heather Richardson, Malcolm Davidson, Gemma Goldfinch, Prisca MacDonald, Sarah Stephens, Nadia Te Huia

Apologies: Catherine Burrage, Nirvana Wi-Neera

In attendance: Carol Walter

1. **Karakia**
2. **Whakataukī**

Ma tini ma mano ka rapa te whai. *Many hands make light work*

### Agenda

#### 3. **Conflicts of Interest**

There were no conflicts of interest to declare.

#### 4. **Minutes**

Moved to accept the minutes of 7 September: H Richardson / S Stephens Carried.

#### 5. **Register of motions 2023**

Accepted as read.

#### 6. **Correspondence**

Matters arising from the correspondence

- Thank you card from G Geismar was circulated
- Miramar Christian school consultation - no feedback needed
- Alcohol request - current policy says 'with the approval of the principal' It was agreed that the policy can stand and staff can apply to principal for occasional times - P MacDonald to draft a reply to include guidelines and outline the risks, especially around vulnerable children and adults.

Moved to accept the correspondence - H Richardson / S Stephens Carried.

## **7. Student council**

Grace George & Kaia Grant-Martin gave a presentation on behalf of the student council around uniform. Students had been surveyed and some common themes included:

- The PE uniform is popular, and students would like to wear it to or from school to save having to change
- The jersey is uncomfortable to wear, not particularly warm and expensive to buy.
- A change in the requirement for black shoes
- A more formal option for events and travel

It was agreed to consult the community, including asking whether TIS should remain a uniform school. N Te Huia to craft 5-6 questions.

Moved to consult the community around uniform H Richardson / N Te Huia

## **8. Ngāti Toa.**

N Te Huia & N Wi-Neera attended the regional NZSTA meeting. N Te Huia offered to coordinate information requests to the Briefing to the Incoming Minister (BIM) .

## **9. Policy review**

The following policies were presented:

- Curriculum and student achievement
- Gifts (an amendment was needed to clarify that any staff collection would be in addition to school funds)
- Travel

Moved to accept the above policies - S Stephens / N Te Huia

Updates to the enrolment & staff leave policies were presented and discussed

Moved to accept the updates as tabled - H Richardson / M Davidson.

## **10. Board portfolios**

Potential board portfolios were presented. It was noted that a governance perspective should be taken e.g. presenting reports is a management role but the board should have oversight and input.

It was agreed to discuss further at the next meeting with the aim to start 2024. Induction to each area would be needed.

## **11. Strategic planning**

P MacDonald gave feedback from the community survey to date; some replies were comprehensive and very considered. It was planned to hold a couple more events to gain more input.

## **12. Staff board representative.**

Gemma advised that she is going to stand down soon. There is a formal process that will be followed.

**13. Reports**

**13.1 Principal's report**

P MacDonald presented the principal's report.

H Richardson asked how middle leaders were faring. It was noted that additional responsibility carries extra time and effort. H Richardson to write to team leaders to thank them for their mahi this year. P MacDonald advised SLT were looking at shrinking the syndicates from 6 teams down to 4 teams of 4 or 5 classes.

Moved to accept the principal's report -. P MacDonald / N Te Huia Carried.

**13.2 Finance report**

H Richardson presented the finance report. The school was on track to have a healthy surplus at year end.

Moved to accept the finance report for September - H Richardson /M Davidson. Carried

**13.3 Property Report**

P MacDonald presented the property report. Most projects were continuin to move slowly.

Moved to accept theProperty report for September - P MacDonald / M Davidson. Carried

**13.4. Health and Safety**

P MacDonald presented the Health and Safety report.


Moved to accept the Health and Safety report for September - H Richardson / S Stephens Carried

**14. In-committee**

Moved that the public be excluded from the following part/s of the proceedings of this meeting on the grounds that the matter is one of personnel and the reason is to protect the privacy of the individual/s. This motion is proposed to comply with Sec 48 of the LGOI & M Act 1987 and the special requirements when moving to exclude the public - H Richardson / G Goldfinch

There being no further business the meeting closed at 7:32 pm with a closing karakia.

Next Meeting – scheduled for Thursday, 30 November 2023

Signed:  \_\_\_\_\_

Heather Richardson (Presiding Member)

Date: 30 Nov 2023