

Meeting: **Thursday, 5 December 2024**

Location: **Staff Room**

Time: **5.30 pm**

Present: Heather Richardson, Catherine Burrage, Malcolm Davidson, Prisca MacDonald, Sarah Stevens (online), Nadia Te Huia.

Apologies: Iain Westphall

In attendance: Asha Mazur, Harrison Taylor, Carol Walter

1. Karakia

2. Whakataukī

Kia kuru pounamu te rongo

All mokopuna have the right to live their best lives

Agenda

3. Representatives from the Student Council (A Mazur & H Taylor) presented their annual report.

H Richardson thanked them for the presentation - it was obvious that the student council has been really busy and heartening to see such good mahi.

A Mazur & H Taylor left the meeting.

4. Conflicts of Interest

There were no conflicts of interest to declare.

5. Minutes

* Moved to accept the minutes of 31 October 2024 - H Richardson/ M Davidson All in favour.
Carried.

6. Register of motions 2024

Accepted as read.

7. Correspondence

2 board resignations were received with regret:

1. N Te Huia will resign from the Board as soon as a replacement is found. H Richardson thanked her for her input and expertise.
2. H Richardson resigned after 7 years on the board. P MacDonald thanked her for her long and valuable service and expertise.

The Kahui Ako re-engagement report was received.

* Moved to accept the correspondence - P MacDonald /H Richardson. All in favour. Carried.

8. Ngāti Toa.

Standing item - there was no business tabled.

9. Board self-audit checklist

The self-audit checklist for the Board (Curriculum) was tabled and worked through item by item. It was important to have board input and oversight to give effect to Te Tiriti o Waitangi. The curriculum is based on the national curriculum. The Leadership team receives regular reports and are confident in the plan.

10. Term 4 Assurances

Board assurances for term 4 were reviewed.

* Moved to accept term 4 assurances - C Burrage / M Davidson. All in favour. Carried.

11. Term 4 policies

Board policies for term 4 were reviewed.

C Walter to add office staff to list of people who can handle cash.

* Moved to accept term 4 policies - P MacDonald / H Richardson. All in favour. Carried.

12. 50th anniversary

N Te Huia met with parents and staff members, aiming for one event a term e.g. picnic, reunion, a day at TIS thru the decades. It was felt that an overview of the year was needed. Each event can be allocated to a different group to ease the load.

13. Maths review

P MacDonald presented the maths report.

H Richardson thanked M Kelly for the report.

* Moved to accept maths review and recommendations - N Te Huia / M Davidson

14. Curriculum review

P MacDonald presented the curriculum report, which was mostly centred around curriculum development.

* Moved to accept the curriculum report - H Richardson / N Te Huia

15. Elections

With 2 resignations (both elected members) it was agreed to hold a by-election for 2 positions as soon as possible.

* Moved to hold a by-election for 2 positions - N Te Huia / M Davidson

* Moved to appoint Schooled as returning officer for the by-election - H Richardson/ M Davidson

* Moved to appoint Schooled as returning officer for the triennial election - H Richardson /C Burrage

As H Richardson was standing down, M Davdison was elected Presiding Member. Nominated - H Richardson, Seconded - C Burrage

As the meeting has reached the 2-hour mark , it was moved to extend the meeting time for a further hour - H Richardson / C Burrage.

16 Reports

16.1 Principal's report

P MacDonald presented the principal's report.

* Moved to accept the principal's report - P MacDonald / C Burrage. All in favour. Carried.

16.2 Finance report

M Davidson presented the finance report. Points to note included

- Tracking well above budget
- A surplus is expected for 2024.

* Moved to accept the finance report - M Davidson / H Richardson. All in favour. Carried

M Davidson presented the 2025 budget. Points to note included:

- Drop in school roll meaning the operations grant will be lower
- An increase in professional learning
- Adequate provision for increased costs
- Interest will drop due to lower rates and lower amounts once we spend our property money.
- Learning support - most money goes on very small number of students. Consideration is being given to having a stable level of funding to enable level 2 students, stability in teacher aide employment and professional learning

- Small surplus of \$1800 for 2025

* Moved to adopt the 2025 budget - H Richardson/ N Te Huia All in favour. Carried.

16.3 Property report

H Richardson presented the property report. The AMS project is still in planning stages; it was felt that structural work gives most change and a better outcome. It was agreed to price up significant structural work and how this would be staged. Fundraising for any deficit was an option.

Due to the delays it was agreed to request a new project manager. P MacDonald to write to Maynard Marks.

P MacDonald outlined the need for an outdoor plan.

* Moved to accept property report - H Richardson/ P MacDonald. All in favour. Carried.

16.4. Health and Safety report

P MacDonald presented the health & safety report.

* Moved to accept the H&S report. P MacDonald / M Davidson All in favour. Carried.

17. 2025 Workplan

The board work plan dates were tabled for 2025.

* Moved to adopt the 2025 plan - H Richardson/ N Te Huia All in favour. Carried.

18. Public excluded business

* Moved that the public be excluded from the following part/s of the proceedings of this meeting on the grounds that the matters are of personnel and students 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/ N Te Huia All in favour. Carried.

There being no further business the meeting concluded at 8:26 pm with a closing karakia.

Next meeting is scheduled for Thursday, 13 February 2025.

Signed:



Malcolm Davidson (Presiding Member)

Date:

13/2/25