

Meeting: **Thursday, 3 August 2023**

Location: **Staff Room**

Time: **5.30 pm**

Present: Heather Richardson, Malcolm Davidson (online), Gemma Goldfinch, Prisca MacDonald, Nadia Te Huia

Apologies: None

In attendance: Carol Walter

1. Karakia

2. Whakataukī

Me mahi tahi tatou mo te orange o te katoa
We should work together for the well-being of everyone

Sarah Stephens joined the meeting

Agenda

3. Conflicts of Interest

There were no conflicts of interest to declare.

4. Minutes

Moved to accept the minutes of the previous meeting: H Richardson / G Goldfinch. Carried.

4a Matters arising from the minutes

There were no matters arising.

5. Register of motions 2023

Accepted as read.

6. Correspondence

There was late correspondence: Legalwise were presenting an education law summit. Board were welcome to attend any relevant sessions.

6a. Matters arising from the correspondence

There were no matters arising.

Nirvana Wi-Neera joined online

Moved to accept the correspondence - S Stephens / N Te Huia. Carried.

7. Ngāti Toa.

The collaboration with ERO was progressing slowly due to change in leadership there. The Ūpane breakfast session was well attended. H Richardson asked that our thanks be passed on.

8. Strategic plan

C Burrage gave an update on consultations including light touch engagements with whanau at open evening around what should an ideal intermediate education should look like. A few themes were coming through around EOTC, connections, student voice and more whanau involvement. Next step is further work with Ange McFettridge of NZSTA. It was suggested there be a further push for a survey, with a mail out to all whanau. C Burrage will set up another meeting.

9. Policy review - term 3 policies

9.1 Inclusive education - the template had come from School Docs and has been edited for our circumstances

9.2 Learning support - this will be further developed with graphics to show how the area is managed and what is offered.

Moved to accept the review of Inclusive Education and Learning Support policies - G Goldfinch / C Burrage. Carried.

10. Roll Returns

P MacDonald presented roll and attendance data as at end of July 2023. Work is continuing on how to improve attendance rate so students want to come to school. It was noted that the messaging around covid had been very strong so if students are sick they tend to stay home, especially in winter.

11 NZSTA conference

N Te Huia reported on the NZSTA conference in Rotorua she attended with N Wi-Neera. Seminars included Poutama Reo, a self-review tool published by ERO; C Walter to send out a link. Also useful was Te Whakangarahū Ngatahi (from MOE) which aims to improve planning and reporting practices by working with the community. Note that the Strategic Plan working group have engaged with this already. Overall, an inspiring conference with excellent key note speakers and lots of opportunities to network. This will be held in Wellington next year.

12. Reports

12.1 Principal's report

P MacDonald presented the principal's report. The recent Kahui Ako meeting discussed what will best serve the schools rather than be just an extra layer.

Open night was well attended; thanks to board members who attended. There was discussion around the voice of Maori in leadership. It needs to be evident in strategic planning that Maori voices are actively engaged; more collaboration may be needed.

Moved to accept the principal's report -. P MacDonald / H Richardson. Carried.

12.2 Finance report

H Richardson presented the finance report.

The June management reports show a better than budget result with extra funding coming from higher than forecast student numbers. Teacher salaries are being monitored carefully to manage the banked staffing.

Moved to accept the finance report for June - H Richardson/C Burrage. Carried

Moore Markham audit report and the comments on systems and processes were discussed. A sensitive expenditure policy is needed. It was noted that the board representative does review SUE reports on an ad-hoc basis.

Move to accept the audit report - H Richardson/M Davidson. Carried.

H Richardson advised that A Henderson of AFS had not been involved in TIS accounts due to a conflict of interest. However this is no longer the case so she can be involved again.

The girls football team is applying for a grant to help with equipment.

Moved - The BoT approves the application to NZ Community Trust of \$681.77 (GST exclusive). This is to allow the girls to access football equipment, training gear e.g. bibs and balls and a sports specific first aid kit for tournaments - H Richardson / N Te Huia. Carried

12.3 Property Report

P MacDonald presented the property report. A lot of projects were underway during the recent holiday break. The PC suite is almost done, the hall roof is in its final stages, room 17 had remedial work done and drainage was upgraded. There is however a delay with the main roof project and is now scheduled to start Jan 2024.

Moved to accept the property report - P MacDonald / C Burrage. Carried

A number of windows were in need of replacement.

Moved to accept \$8,000 quote - C Burrage / H Richardson. Carried.

12.4. Health and Safety

P MacDonald presented the health & safety report; only minor matters with no further investigation required.

Moved to accept the health & safety report -G Goldfinch / S Stephens. Carried.

13. 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 - P MacDonald / H Richardson. Carried

There being no further business the meeting closed at 7:24 pm with a closing karakia.

Next Meeting – scheduled for Thursday, 7 September 2023

Signed: 

Heather Richardson (Presiding Member)

Date: 06 November 2023