

Meeting: **Thursday, 30 November 2023**

Location: **Staff Room**

Time: **5.30 pm**

Present: Heather Richardson, Catherine Burrage, Malcolm Davidson, Gemma Goldfinch, Prisca MacDonald, Sarah Stephens, Nadia Te Huia, Nirvana Wi-Neera

Apologies

In attendance: Sophia Jasinki, Carol Walter

1. **Karakia**
2. **Whakataukī** Whāia te mātauranga hei oranga mō koutou
Seek after learning for the sake of your well-being

Sophia Jasinki was introduced as the incoming staff representative.

Agenda

3. **Conflicts of Interest**

There were no conflicts of interest to declare.

4. **Minutes**

Moved to accept the minutes of 26 October: H Richardson / S Stephens Carried.

5. **Register of motions 2023**

Accepted as read.

6. **Correspondence**

Matters arising from the correspondence

Moved to accept the correspondence - H Richardson/ N Te Huia Carried.

7. **Ngāti Toa.**

The Ūpane breakfast was held yesterday. N Wi-Neera taught an action activity and then spoke about events at Ūpane over the last year. Experiences in rolling out mātauranga and the moral imperative to continue this work was discussed. It was advised that there would be development of new courses in 2024.

8. Policy review

Policy assurances were tabled: these covered

- safety checking
- principals pgc
- PCT
- teacher registration
- police vetting
- appointments
- donations
- school year
- international students
- evacuations
- expenditure

Dates for 2024, including teacher only days were outlined.

Moved to accept the assurances - N Wi-Neera / N Te Huia Carried

9. Board portfolios

Portfolios were allocated as follows:

- Finance - M Davidson
- Property - H Richardson
- Community - C Burrage
- HR - S Stevens
- Int'l students - to be filled
- Student achievement- N Te Huia

Presiding member in 2024 would be voted on in February.

10. Strategic planning

P MacDonald gave feedback on the community consultation. 94 responses had been received; approx 15 parents happy to join a focus group that will look at priorities. The deadline to finalise is 1 March 2024. A draft plan should be prepared for the focus group and then sent out to community when complete.

Students also contributed with great responses! Feedback had been gathered through the student council. C Burrage reported on her attendance at NZSTA sessions. There was further discussion around how to get voice; how to gather all information that is still strategic but also has detail. It was felt important that it is accessible. A template is available that can be populated with ideas and concepts. Once complete graphics can be used around the school.

14. Workplan 2024

The board work plan dates were tabled for 2024.

Moved to adopt the 2024 plan - H Richardson / M Davidson. Carried.

15. 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 /P MacDonald. Carried

Farewell

H Richardson farewelled G Goldfinch who was standing down as staff representative.

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

Next Meeting – scheduled for Thursday, 15 February 2024

Signed:  _____

Heather Richardson (Presiding Member)

Date: 15 Feb 2024

11. Uniform

The parent survey garnered 180+ responses. Parents definitely still want a uniform but 75% feel the jersey should be changed. It was agreed to share this result with student council and to invite the uniform suppliers in to talk about options.

Results to be shared with the community along with next steps.

12. International students

P MacDonald spoke to where international students fit into our strategic plan. What is the vision - hoping to achieve? K Pickard has an outline of a short-stay programme - covering NZ culture and digital-tech. However he has capacity issues and someone else is needed to build this programme which may impact on funding.

13. Reports

13.1 Principal's report

P MacDonald presented the principal's report.

It was noted that there is ongoing discussion around leaning support and how it operates in order to serve the school and students

Moved to accept the principal's report - P MacDonald / G Goldfinch. Carried.

13.2 Finance report

H Richardson presented the finance report.

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

Budget.

H Richardson presented the finance report. P MacDonald & C Walter outlined where finances and resources had been prioritised.

Moved to accept the budget for 2024. H Richardson/ G Goldfinch. All in favour; Carried

13.3 Property Report

P MacDonald presented the property report.

Moved to accept the Property report for November- P MacDonald / H Richardson. Carried

13.4. Health and Safety

P MacDonald presented the Health and Safety report.

It was noted that there was a spike in Covid-19 cases.

Moved to accept the Health and Safety report for November - P MacDonald / N Wi-Neera. Carried