



# Karakaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

“Ka whangaia, ka tupu, ka puawai.”

Board of Trustees Meeting, Monday 29 October 2018

Meeting Opened 5.00pm

**Present:** Emma Burn, Gaylene Murdoch, Carla Cook, Sarah Hynds, Scott Penney, Graham Coppock

**Apologies:** Darlene Clark

**Visitors:** nil

Agenda Items	Discussion Points	Actions to be Taken
<p><b>1. Administration</b></p> <p><b>1.1 Present</b></p> <p><b>1.2 Apologies</b></p> <p><b>1.3 Declaration of Interests</b></p> <p><b>1.4 Confirmation of minutes</b></p> <p><b>1.5 Matters Arising: See Action Plan</b></p>	<p>As Above - welcome to Graham who joins the school board via selection process</p> <p>As Above</p> <p>Nil</p> <p>Moved: SP Second: GM All in favor</p> <p>Health Curriculum Survey - SH revised format and forwarded to BoT for review BoT now to approve and decide on timing.</p> <p>Staff/BoT Event This has now been decided - 23 November at the Good Home in Takanini. BoT members and staff paid for out of budget but partners to pay for self.</p>	

<p>1.6 Correspondence</p>	<p>Schoolhouse - oven door broken. Decision was made to replace. This has been completed</p> <p>School house inspection: Completed</p> <p>All other items on action plan are complete.</p> <p>To be discussed:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Auckland Council - Drinking Water Supply. See action</li> <li><input type="checkbox"/> MOE - Legislation re: Strategic Planning. Discussed</li> <li><input type="checkbox"/> Schooldocs Advisory - updates to site. Discussed</li> </ul>	<p><b>Action:</b> SH to write the procedure we have in place.</p>
<p>2. <u>Strategic Discussions</u></p> <p>2.0 Health Survey - Consultation</p> <p>2.1 E Motions</p> <p>2.2 Maori Engagement/Hui/Hautu Review</p> <p>2.3 Policy Reviews</p>	<p>BoT discussed questions and decided to send the survey out this week.</p> <p>Nil</p> <p>Hautu review will need to be moved as DC absent this meeting. BoT decided to organise a special meeting to</p> <p>As per principal's report, BoT to Review:</p>	<p><b>Action:</b> SH to send out survey to parent community</p> <p><b>Action:</b> SP to send text to all BoT members regarding a special meeting for Hautu Review</p> <p><b>Action:</b></p>

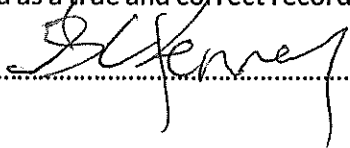
	<ul style="list-style-type: none"> <li><input type="checkbox"/> Harassment</li> <li><input type="checkbox"/> Improving Educational Outcomes for Maori Students.</li> </ul>	All to review and add comments
<p><b>3. <u>Monitoring</u></b></p> <p><b>3.1 Property report</b></p> <p><b>3.2 Schoolhouse report</b></p> <p><b>3.3 Finance report</b></p> <p><b>3.4 Principal's report</b></p> <p><b>3.5 Health &amp; Safety</b></p>	<p>See Principals Report: Still waiting on 10YPP approval. Still waiting on Watershed to respond re: damage as a result of library demolition. . Discussed organising painting of hall and having the two sides that have been exposed painted at the same time</p> <p>Inspection undertaken, No problems. House being maintained in good condition</p> <p>To date we continue to track in surplus. A teacher has now been transferred to operations grant to address the banked staffing overrun at the advice of our expert Wayne Facer. Curriculum and teacher budgets will close at the end of next week.</p> <p>Taken as read. School Donations discussed. Decision to do some more investigation before making a decision.</p> <p>CC &amp; JS completed H&amp;S assessment last week. These are carried out regularly in addition to JS weekly playground inspections. Some minor repairs and maintenance identified and these are being actioned by JS.</p>	<p>Action: EB to access quotes for painting of hall.</p> <p>Action: SH to prepare some information and share via email for thought.</p>
<p><b>4. <u>Publicly Excluded Business</u></b></p> <p><b>4.1 Commercial Sensitivity (if required)</b></p>	N/A	

4.2 Personnel (if required)		
5. <u>Meeting Closure</u> 5.1 next meeting	Meeting date confirmed Agenda items to include draft budget, school donations, EOY data	

Meeting Closed: 6.06pm

Next Meeting: Monday, 3 December at 5pm

Certified as a true and correct record:

Signed:  Dated: 3/12/2018