



Karaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

“Ka whangaia, ka tupu, ka puawai.”

Board of Trustees Meeting, Monday 16 September 2019

Meeting Opened: 5.10pm

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

Apologies: Tony Alatini,

Visitors: Debbie Withers


Agenda Items	Discussion Points	Actions to be Taken
1. Administration		
1.1 Present	As Above	
1.2 Apologies	As Above	
1.3 Declaration of Interests	Nil	
1.4 Confirmation of Previous Minutes	Moved: EB Second: GM All in favor	
1.5 Matters Arising: See Action Plan	<input type="checkbox"/> Check gutters have been cleaned on the school house	CC to check with caretaker

<p>1.6 Correspondence</p>	<p>To be discussed:</p> <ul style="list-style-type: none"> <input type="checkbox"/> MoE Letter re: ERO report <input type="checkbox"/> Tree Felling Quote (PEB) <input type="checkbox"/> MoE Donations <input type="checkbox"/> Measles - following Ministry of Health guidelines <input type="checkbox"/> New school in Drury West - consultation 	<p>Health and Safety, look at a maintenance plan. SH explained. Karaka School does not qualify Office following up all immunisations</p>
<p>2. <u>Strategic Discussions & Decisions</u></p> <p>2.0 Discussion Points</p>	<ul style="list-style-type: none"> <input type="checkbox"/> DW presented a new software package - Kindo. <input type="checkbox"/> Donations 2020 <input type="checkbox"/> Staffing 2020 - PEB <input type="checkbox"/> Tree Felling <input type="checkbox"/> Stormwater <input type="checkbox"/> Zoning 	<p>Discussion took place. DW spoken to EdTech. DW to find out further information to questions. Email Board. Ministry to look at stormwater situation. Zoning - see Principals report. Lester from MOE to come for a meeting.</p>
<p>2.1 Decisions</p>	<p>Motions: SH moves that the donations remain the same for 2020 Moved: SP Second: CC All in favor</p>	
<p>2.2 E Motions</p>	<p>N/A</p>	
<p>3. <u>Monitoring</u></p> <p>3.1 Property & Health & Safety report</p>	<p>See Principal's Report Wastewater - consent conditions, annual report being repaired, Aqualab preparing reports, reticulation tank being cleaned</p>	
<p>3.2 Schoolhouse report</p>	<p>Inspection this week</p>	

3.3 Finance report	Financial reports as per folder. Taken as read.	
3.4 Principal's report	Taken as read. Strategic dialogue and discussion undertaken as per above. Out of zone advert - to go in local papers for a limited number of placements	
3.5 Personnel Report	Item for discussion in PEB	
3.6 Curriculum, Progress & Achievement Report	Attendance Report Shared Taken as read	
4. <u>Publicly Excluded Business</u> 4.1 Commercial Sensitivity (if required)	Motion: Motion that the public be excluded for Agenda Items in correspondence section 48 of the Local Government Official Information and Meeting Act. The reason being to discuss a matter of commercial sensitivity. Moved: Seconded: All in favor - carried	In: Out:
4.2 Personnel (if required)	Motion: Motion that the public be excluded for Agenda Items in correspondence section 48 of the Local Government Official Information and Meeting Act. The reason being to discuss a matter of personnel. Moved: SH Seconded: SP All in favor - carried	In: 6.14pm Out: 6.20pm
5. <u>Meeting Closure</u> 5.1 Next Meeting		

Meeting Closed: 6.30pm

Next Meeting: Monday 21 October
Certified as a true and correct record

Signed:  Dated: 29.10.19