



Karakaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

“Ka whangaia, ka tupu, ka puawai.”

Board of Trustees Meeting, Wednesday April 22, 2020

Meeting Opened 5.00pm

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

Apologies: Lynne Fell

Visitors: nil

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: CC All in favor	

<p>1.5 Matters Arising: See previous minutes</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Quotes for cleaning of buildings (SP) <input type="checkbox"/> PTA - response re: Defib unit (SH & SP) <input type="checkbox"/> Self Review Calendar 2020 - anything to add? 	<p>Building cleaners onsite on April 23rd. SH & SP still to feedback Nothing to add</p>
<p>1.8 Correspondence</p>	<p>To be discussed:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A huge amount of correspondence regarding covid-19. SH has been reading and ensuring that information is disseminated to relevant people. 	
<p>2. <u>Strategic Discussions & Decisions</u> 2.0 Discussion Points</p>	<p>Stormwater: Nothing new to report</p> <p>Covid-19 Report: SH went over the key points contained within the report.</p>	
<p>2.1 Policy Reviews</p>	<p>As per principals report. Hard copies to be given for review once back on site Office staff input important for some policies that relate directly to the work they do.</p>	
<p>2.2 Decisions</p>	<p>SIPS Money: Move that 100k of the SIPS money is tagged to playground and the balance to shade and fees</p> <ul style="list-style-type: none"> <input type="checkbox"/> Moved: SH <input type="checkbox"/> Seconded: TA <input type="checkbox"/> All in favor - carried <p>Bells & Paging System: Consensus reached that the BoT will invest the initial cost of preparing a proposal for the MoE.</p>	<p>SH to inform JL at Watershed</p>
<p>2.3 E Motions</p>	<p>Nil</p>	

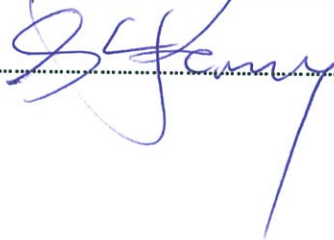
<p>3. <u>Monitoring</u></p> <p>3.1 Property & Health & Safety report</p>	<p>See principal's report.</p>	
<p>3.2 Schoolhouse report</p>	<p>Discussed rodents. GC will liaise with tenants</p>	
<p>3.3 Finance report</p>	<p>Financial reports as per folder. Taken as read. Currently tracking with a surplus and working capital remains healthy. Draft 2019 Annual accounts approved</p> <ul style="list-style-type: none"> <input type="checkbox"/> Moved: SH <input type="checkbox"/> Seconded: CC <input type="checkbox"/> All in favour - carried 	
<p>3.4 Principal's report</p>	<p>Taken as read. No questions. Strategic dialogue and discussion undertaken as per above.</p>	
<p>3.5 Personnel Report</p>	<p>Matters for discussion in committee</p>	
<p>3.6 Cultural Report</p>	<p>Due to Covid-19 a number of events were cancelled</p>	
<p>3.7 Curriculum, Progress & Achievement Report</p>	<p>The implementation of Distance Learning was discussed. This included guidelines that were developed collaboratively prior to launch, the collation of feedback once launched and the adaptations that are being made. Feedback is overwhelmingly positive. Any concerns have been addressed with individuals. SH and CC are in contact with families. Teachers are aware of individual situations and are responding to needs by adapting how they communicate. Maintaining positive learning focused relationships through connectivity is important.</p>	
<p>4. <u>Publicly Excluded Business</u></p> <p>4.1 Commercial Sensitivity (if required)</p>		

4.2 Personnel (if required)	Motion: SP Motion that the public be excluded for Agenda Items for personnel items in correspondence section 48 of the Local Government Official Information and Meeting Act. The reason being to discuss a matter of commercial sensitivity. All in favour	Time in: 4.46pm Time Out: 4.57pm
5. <u>Meeting Closure</u> 5.1 Next Meeting	5.01pm Agenda Items: Tracking response to Covid-19	

Meeting Closed: 5.01pm

Next Meeting: Monday May 11th 2020 (TBC)

Certified as a true and correct record:

Signed:  Dated: 29/05/2020