



Karakaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

“Ka whangaia, ka tupu, ka puawai.”

Board of Trustees Meeting: June 29th, 2020

Meeting Opened: 4.00pm

Present: Sarah Hynds, Scott Penney, Graham Coppock, Emma Burn, Tony Alatini, Lynne Fell

Apologies: Carla Cook, Gaylene Murdoch,

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: GC All in favor	
1.5 Matters Arising: See previous minutes	<input type="checkbox"/> School House Insurance - was organised and processed. School house is now insured for expected replacement cost.	

<p>1.8 Correspondence</p>	<p>To be discussed:</p> <ul style="list-style-type: none"> ❑ MoE continues to send correspondence regarding covid-19 SH has been ensuring that information is given to relevant people and has been responding to action points.. ❑ Covid-19 Connectivity Costs were incurred as staff living in rural areas were forced to buy more data to ensure they could continue to teach online. These costs have now been reimbursed. ❑ Alarm/Bell Upgrade - Watershed has completed the documentation arising from the Groves report. It will be called the 'Lockdown Communications System' and will include the bell sounders. It is likely this will be processed after July 1st. ❑ MoE Designation of New School Site - Linwood Rd. No indication of zone as yet. A lot of infrastructure to be completed before building. Will include an ECE. Expected to be done by 2025 	
<p><u>2. Strategic Discussions & Decisions</u></p> <p>2.0 Discussion Points</p>	<p>Stormwater: SP discussed, ongoing. Need a full survey.</p> <p>Covid-19 Update: SH shared response to move to alert level one. Documentation continues to come in and there are clear protocols to follow should a case appear at school.</p>	
<p>2.1 Policy Reviews</p>	<p>As per last minutes</p>	
<p>2.2 Decisions</p>	<p>Strategic Plan is due for review. Discussed the purpose. SH proposed that this meeting is separate</p>	<p>SH to advise date and times</p>

	from a normal BoT meeting and that it is conducted offsite.	
2.3 E Motions	Nil	
2.4 AG Day	After a discussion with key organisers it was decided to proceed with Ag Day in 2020. It will not include the auction and be less involved than previous years. The focus will be on the animals and our learners rather than on fundraising. Ag day booklets have gone out. The school hall will be in use on this day as the elections are on the same day and they have rights to use the hall for this purpose.	
3. <u>Monitoring</u>		
3.1 Property & Health & Safety report	See principal's report. Hall - roof leaking in meeting room Securi-com - keeping an eye on the school after some "visitors"	GC to investigate
3.2 Schoolhouse report	EB advises inspection took place. Internal all good	
3.3 Finance report	Financial reports as per folder. End of year financial report has been completed. Audit has been completed also.	
3.4 Principal's report	Taken as read. No questions. Strategic dialogue and discussion undertaken as per above.	SH discussed ERO meeting here 21/7 with a parent focus group
3.5 Personnel Report	As per principal's report. Employment of teachers to replace teachers in year3 and 4 and 7 and 8.	
3.6 Cultural Report	Performance festivals will go ahead providing the alert level remains the same. Karaka will be hosting the first ever Hunua Principals Association Cultural festival in November.	

3.7 Curriculum, Progress & Achievement Report	A revised written report has been developed. Both teachers and learners are contributing to these. We will be sharing these at an open afternoon on Friday 7th August.	
4. <u>Publicly Excluded Business</u> 4.1 Commercial Sensitivity (if required)	Motion: SP Motion that the public be excluded for Agenda Items for commercially sensitive items as per 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: 4.38pm Time Out: 4.45pm
4.2 Personnel (if required)	Motion: n/a Motion that the public be excluded for Agenda Items for personnel as per section 48 of the Local Government Official Information and Meeting Act. The reason being to discuss a matter relating to personnel. All in favour	Time in: Time Out:
5. <u>Meeting Closure</u> 5.1 Next Meeting	Agenda Items:	

Meeting Closed: 5.00pm

Next Meeting: 10th August

Certified as a true and correct record:

Signed:  Dated: 10.8.20