



Karakaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

"Ka whangaia, ka tupu, ka puawai."

21 February, 2022

Meeting Opened: 4:00

Present: (Zoom meeting) Scott Penney, John Dyer, Emma Burn, Graham Coppock, Sarah Hynds, Gaylene Murdoch, Tyrone Riley, Lisa Ross

Apologies: Tony Alatini

Visitors: Julie Schumacher Education Group (Principal Appraiser)

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	November 2021 minutes Moved: EB Second: GC All in favour	

1.5 Confirmation of PEB Minutes	Moved: Second: All in favour	N/A
1.8 Matters Arising: See previous minutes	<input type="checkbox"/> School building wash - SP to follow up and organise for Term 1 holidays	
1.9 Correspondence	To be discussed: <input type="checkbox"/> Folder established and key pieces of correspondence will be added. To be read prior to meeting	
2. <u>Strategic Discussions & Decisions</u>		
2.1 Policy Reviews	See principal's report	
2.2 Discussions	See principal's report Principal Appraisal (2021) to be discussed in PEB	
2.3 Decisions	Meeting chaired by SH while nominations for Board Chair and Deputy Chair received. GC duly elected to BoT - Presiding Member SP duly elected To Deputy Presiding Member Both unopposed - All in Favour The board moves to delegate the authorities as per the principals' report to the principal and in her absence the Deputy Principal Moved: GC All in favour Strategic and Annual Plan, 2021 Analysis of Variance - Discussed Moved: GC All in favour SH to send to MoE via portal	

	<p>Board Portfolios Discussed and assigned: School House: EB, GM & LT Cultural: SP & LT Finance: JD Property: GC, TR, SH Personnel: GC, SH</p>	
2.4 E Motions	N/A	
3. <u>Monitoring</u> 3.1 Property & Health & Safety report	<p>As per Principal's report Discussed stormwater project</p>	
3.2 Schoolhouse report	Rental Agreement/Bond/Rent - EB to organise	
3.3 Finance report	<p>Monthly financial report is taken as read. Tracking well to date</p> <p>Moved: GC Second: EB All in favour</p> <p>Moved that the 2022 Budget is ratified: Moved: GM Second: TR All in favour</p>	
3.4 Principal's report	Taken as read. Strategic dialogue and discussion undertaken as per above. SH discussed sections. Including the COVID-19 response	
3.5 Personnel Report	See Principal's report	

	Matters discussed in PEB	
3.6 Cultural Report	See Principal's report	
4. <u>Publicly Excluded Business</u> 4.1 Commercial Sensitivity (if required)	Motion: 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: N/A Time Out: N/A
4.2 Personnel (if required)	Motion: 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: 5.40pm Time Out: 6.37pm
5. <u>Meeting Closure</u> 5.1 Next Meeting	Agenda Items: 21 March, 2022	

Meeting Closed: 5.00pm

Next Meeting: 21st March 2022

Certified as a true and correct record:

Signed:  Dated: 23/3/22