



# Karakaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

"Ka whangaia, ka tupu, ka puawai."

20th February 2023

Meeting Opened: 5.06pm

**Present:** Sarah Hynds, Lisa Tate, Tyrone Riley, Sarah Sutherland, Portia O'Kane, Hayley Govorko, Tanya Davis, Lynne Fell

**Apologies:**

**Visitors:** Anna Powrie

Agenda Items	Discussion Points	Actions to be Taken
<b>1. Administration</b>		
1.1 Present	As Above	
1.2 Apologies	As above	
1.3 Declaration of Interests	None	
1.4 Confirmation of Minutes	December 2022 minutes Moved: TR Second: HG All in favour	

<b>1.5 Appointment of Presiding Member</b>	LT - nominated by TR, Seconded by HG All in favour TR - nominated by SH, Seconded by SS All in favour	
<b>1.6 Delegation of Authorities</b>	As per Principal's report Nominated - LT Seconded - TR All in favour	
<b>1.7 Matters Arising</b>	Action Plan template <ul style="list-style-type: none"> <li>● Orchard trees</li> </ul>	TR and HG to meet
<b>1.6 Correspondence</b>	To be discussed <ul style="list-style-type: none"> <li>● Wormald - checks been done</li> <li>● Watershed - remedial work being undertaken</li> <li>● MOE Bulletins</li> </ul>	
<b><u>2.Strategic Discussions/Decisions</u></b>  <b>2.1 Policy Reviews</b>	<ul style="list-style-type: none"> <li>● Policies reviewed. Refer Principal's Report</li> <li>● Assurance statements - Principal's Report</li> </ul>	
<b>2.2 Self Review Calendar, Meeting Dates 2023</b>  <b>2.2a Decisions - Ratification of Budget &amp; Strategic/Annual Plan, approval of Analysis of Variance</b>  <b>2.3 E-Motions (if relevant)</b>	<ul style="list-style-type: none"> <li>● Taken as read in Principal's report</li> <li>● See below</li> </ul> <ul style="list-style-type: none"> <li>● Final ratification of Budget - TD, Seconded HG. All in favour</li> <li>● Strategic/Annual Plan and Analysis of Variance - approved. All in favour</li> </ul> <ul style="list-style-type: none"> <li>● None</li> </ul>	


<p><b>3. <u>Monitoring</u></b></p> <p><b>3.1 Property Report and H&amp;S Report (see Principals Report)</b></p> <p><b>3.2 Schoolhouse Report</b></p> <p><b>3.3 Finance Report</b></p> <p><b>3.4 Principals Report</b></p> <p><b>3.5 Personnel Report (see Principals Report)</b></p> <p><b>3.6 Curriculum, Progress and Achievement</b></p> <p><b>Assessment Schedules, Targets 2023</b></p>	<ul style="list-style-type: none"> <li>● Stormwater undertaken over holidays, Watershed covered compliance with health and safety as project managers</li> <li>● 10ypp meeting attended by SH, SS and AP 20th February. Weather tightness reports are out - remediation work on Admin block covered by MOE. BOT liable for 90% of hall. Funds and working capital tagged for the Hall impairment and a percentage for cyclical maintenance, roofing and gutter replacement, distribution board replacements in Junior and Mangopare areas and refurbishment of middle team classes.</li> <li>● BOT agreed to 10 year property plan</li> <li>● Power out for 2 days due to stormwater works</li> <li>● LT inspected February - everything fine <i>(December Interim) The</i></li> </ul> <p>Monthly <del>(January)</del> financial report is taken as read. Moved: LT Second: HG All in favour</p> <p>Taken as read</p> <p>Taken as read, matters to discuss in committee</p> <p>As forwarded out</p>	<p>SH to advise MOE</p>
<p><b>4. <u>Publicly Excluded Business</u></b></p> <p><b>4.1 Commercial Sensitivity (if required)</b></p>	<p>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.</p>	

	All in favour	
<b>4.2 Personnel (if required)</b>	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: 6.20pm Time Out: 6.26pm
<b>4.3 PEB</b>	Confirmation of PEB minutes (December meeting) Moved: SS Seconded: HG	
<b>5. <u>Meeting Closure</u></b> <b>5.1 Next Meeting</b>	Agenda Items:  Meetings - 27th March, 15th May, 12th June, 17th July, 14th August, 16th October, 13th November	

**Meeting Closed: 6.36pm**

**Next Meeting: 27th March**

**Certified as a true and correct record:**

Signed:  Dated: 27/3/23