



Karakā School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

“Ka whangaia, ka tupu, ka puawai.”

15th May 2023

Meeting Opened: 5.10pm

Present: Anna Powrie, Lisa Tate, Tyrone Riley, Sarah Sutherland, Portia O’Kane (virtual) John Dyer

Apologies: Hayley Govorko, Lynne Fell

Visitors: None

Agenda Items	Discussion Points	Actions to be Taken
1. Administration		<u>Done</u>
1.1 Present	As Above	
1.2 Apologies	As above	<u>Done</u>
1.3 Declaration of Interests	None	<u>None</u>
1.4 Confirmation of Minutes	March 2023 minutes Moved: JD Second: TR All in favour	<u>Passed</u>
1.5 Matters Arising	Action Plan template •	<u>None</u>

<p>1.6 Correspondence</p>	<p>To be discussed</p> <ul style="list-style-type: none"> ● Watershed - covered in the Principals Report. Close off sent off and line marking done - no money remaining. ● Staffing - Refer Principals report ● Property - Refer Principals report ● Staffing allocation - Refer Principals report ● Health and safety -Refer Principals report ● The Board moved that the Principal has an external reviewer for her Professional Growth Cycle. 	<p>Moved: LT Seconded: SS All agreed</p>
<p><u>2.Strategic Discussions/Decisions</u></p> <p>2.1 Policy Reviews (May Board folder)</p>	<ul style="list-style-type: none"> ● Review School Docs EOTC in preparation for discussion and approval in June meeting ● RAMS and Crisis Management - AP and JD enrolled on course later in Term 2 	<p><u>Revisit in June Meeting</u></p> <p>Report at June meeting</p>
<p>2.2 E-Motions (if relevant)</p> <p>2.3 NZSTA Board Training</p> <p>2.4 Cyclical Maintenance Provision</p> <p>2.5 Physical Restraint Policy</p>	<ul style="list-style-type: none"> ● Professional Growth Cycle - as above ● Board Code of Conduct. Review and update needed (if required) ● No update ● This has been reviewed and minuted as accepted. Staff are carrying this training out 16th May 2023. Emphasis on restorative practice after events. 	<p>Update in June meeting</p> <p>Revisit in June meeting</p> <p>Feedback June</p>

<p>3. <u>Monitoring</u></p> <p>3.1 Property Report and H&S Report (see Principals Report)</p> <p>3.2 Schoolhouse Report</p> <p>3.3 Finance Report</p> <p>3.4 Principals Report</p> <p>3.5 Personnel Report (see Principals Report)</p> <p>3.6 Curriculum, Progress and Achievement</p>	<ul style="list-style-type: none"> ● N4L is coming to school to install hardware. There will be no disruption. ● Staff FASE training 6th June. ● Water tightness report received, a timeframe will be planned for the hall. Reviewing other buildings. Admin block may need to be relocated into temporary cabins. Review where KAS might go. All awaiting approval <ul style="list-style-type: none"> ● Discussed rent issues. <p>Monthly (April 2023) financial report is taken as read. Moved: LT Seconded: AP</p> <p>Discussion around benefits of Finance Hub Company and systems.</p> <p>Taken as read</p> <ul style="list-style-type: none"> ● TOD - Russell Bishop - very useful and worthwhile ● Ministry PD unpacking Te Mata'aho was useful. Continuing this PD as a school to personalise our journey. ● Learner Led Conferences - Thursday 18th May - Focus on celebrating learning. <ul style="list-style-type: none"> ● See Principal's report ● Board discussed purchasing T-Shirts and Jackets for the staff. The board supports the idea. ● Gift policy needs reviewing. ● Discussion around co-opting a parent who can provide a Maori perspective for our board. <ul style="list-style-type: none"> ● See Principals Report 	<p>LT to send letter</p> <p>Review communication to gauge success</p> <p>Quotes required</p> <p>Review current rates Review process on co-option</p>
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3.7 Other Notified Business		
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: NONE Time Out: NONE
4.2 Personnel (if required)	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: NONE Time Out: NONE
4.3 PEB	Confirmation of PEB minutes (March meeting) Moved: LT Seconded: SS	
5. <u>Meeting Closure</u> 5.1 Next Meeting	Agenda Items: Meetings - 17th July, 14th August, 16th October, 13th November	

Meeting Closed: 6.45pm

Next Meeting: 12th June

Certified as a true and correct record:

Signed: Hate Dated: 12/06/23