

"Ka whangaia, ka tupu, ka puawai."

21 November 2023 Meeting Opened: 5.07pm

<u>Present:</u> Anna Powrie, Portia O'Kane, Tyrone Riley, John Dyer, Sarah Sutherland, Hayley Govorko, Lisa Tate, Lynne Fell

Apologies: None

Visitors:

Agenda Items	Discussion Points	Actions to be Taken Done, None, Notes
1. Administration		
1.1 Present	As above	
1.2 Apologies	As above	
1.3 Declaration of Interest	None	
1.4 Confirmation of Minutes	October 2023 minutes Moved: AP Second: PO All in favour	
1.5 Matters Arising	• None	
1.6 Correspondence	As per Principal's ReportIn PEB	

2. Strategic Discussions/Decisions 2.1 Policy Reviews 2.2 E-Motions	 In Principal's report Board funded unit for 2024 - approved 	Board members to review
2.3 NZSTA Board Training	• N/A	
2.4 Cyclical Maintenance Provision	Included in Principal's report	
2.5 DFA (Delegated Financial Authoriser)	 Delegated Financial Authoriser Role transferred from Principal to DW (Office Manager) AP discussed reasoning and Board approve this 	
2.6 Bus Procedure	 In Principal's report A Procedure will be created to hold students off the bus and cancel the bus for incidents such as motorway closures due to an accident where it affects our School runs. Safety of student paramount 	AP & JD will compose
3. Monitoring		
3.1 Principal's Report	 Principal's report received and discussed TOD 24th January - Board welcome to join for PLD (Guest speaker) Unit allocations to be discussed at TOD 24th November AP thanked Board and teachers for their support re: Strategic Planning session Learner Led Conferences to change in 2024 Property - lack of communication from MOE Pool - work being completed in Xmas holidays Caretaker hours - being increased 2024 Teaching spaces 2024 - move into new rooms on 12 December Principal's Wellbeing and Coaching Fund - The Board approves AP and JD's attendance at the Growth Culture Conference in June 2024 	To push this in new year AP & JD to check any furniture requirements All agree

3.2 Schoolhouse Report	Inspection completed	
3.3 Finance Report (including 2024 Draft Budget)	 Monthly (October) financial report is taken as read Moved: LT Second: JD All in favour 	
	 Draft 2024 Budget - compiled and AP discussed and answered questions from Board AP moved that the Board accept the 2024 Draft Budget. HG Seconded. All agreed 	
3.4 Property Report and H & S Report (see Principals Report)	 Junior Courtyard - Quotes have been received for marine carpet (flooring) in this area. Note that this needs to be done before the blinds can be installed. AP moved that the Board accept the quote supplied. HG Seconded. All agreed 	AP & HG to liaise with both companies
3.5 Student Achievement report	 Discussion on Caretaker hours/jobs etc Discussion on target tracking, reading, math and writing. Identified where to go next. PLD taking place on assessments and 6 year nets 	HG to organise gift AP & JD working with Junior team
3.6 Other Notified Business	None	
4. Publicly Excluded Business	Motion: Motion that the public be excluded for Agenda items per Section 48 of the Local Government Official Information and Meetings Act. All in favour	Time In: 7.30 Time Out: 7.40 LF left meeting
5. Meeting Closure	7.45pm	
5.1 Next Meeting	Proposed dates for 2024 19th February, 18th March, 13th May, 10th June, 29th July, 19th August, 21st October, 18th November	

Meeting Closed: 7.45pm

Next Meeting: 19th February

Certified as a true and correct record:	
Signed: Wate	19/02/2024
Signed:	Dated://