



Karakaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

“Ka whangaia, ka tupu, ka puawai.”

Board of Trustees Meeting, Monday 03 December 2018

Meeting Opened 5.00pm

Present: Emma Burn, Gaylene Murdoch, Carla Cook, Sarah Hynds, Scott Penney, Graham Coppock, Darlene Clark

Apologies:

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 October minutes	Moved: EB Second: GM All in favor	
1.5 Matters Arising: See Action Plan	<i>SH to to send Health Curriculum Implementation survey: Completed and sent to community. Shared with BoT members to review results. Shared with leadership team and discussion regarding new steps had. Much to celebrate.</i> <i>SP - Scott to send out text regarding special</i>	Action:

<p>1.6 Correspondence</p>	<p><i>meeting for Hautu review</i> - DC fed back from meeting attended at Rosehill College. Reports that we have moved from our last review and that Karaka is tracking well. Next step for the review is to Meet with team to evaluate against indicators, attach evidence and set next steps.</p> <p><i>All - Policy Reviews</i> - any feedback to be sent directly to school docs as per instructions.</p> <p><i>EB - to access quotes for painting of hall.</i> Hall and 2 exposed sides of the building where old library removed need painting. Options discussed.</p> <p>Motion: Move that we accept the quote for washing the school, undertaking a sectional repaint and exterior paint of the school hall as per maintenance service provided by WPS. Moved: EB Seconded: SP All in favor</p> <p><i>SP - Hall Maintenance.</i></p> <p><i>SH - School Donations</i> - Sarah to collate some information and forward via email for discussion. Completed. Discussion re donations for 2019 had - decision: Consensus reached - all agreed to have the donations to remain as per 2018.</p> <p><i>SH - Auckland Council</i> - Drinking Water Supply. SH to write the procedure we have in place. Completed and sent to school docs.</p> <p>To be discussed:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Annabel Quinn - Hall Hire Proposal <input type="checkbox"/> Edtech - Provision for cyclical maintenance <input type="checkbox"/> NZSTA - Triennial Elections <input type="checkbox"/> Sky Solar - sales <input type="checkbox"/> MoE - Asbestos 	<p>DC to organise.</p> <p>Action: EB to organise</p> <p>Action: SP & GC to follow up</p> <p>Action: Hall Hire: SH - to call to confirm details</p> <p>Sky Solar - sales Consensus - not at this time</p>
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2. Strategic Discussions & Decisions

2.0 Discussion Points

- Hall maintenance plan
- Health Curriculum Implementation Consultation - Survey results
- Storm Water - Feedback
- Property - Feedback from meeting re: 5YA

Action:

- As above
- As above

- As per property
- As per property

2.1 Decisions

- School donations 2019 - as above

- Budget 2019 - approval of draft: Discussion had regarding retention of teachers aides using funds from working capital.
Motion:
Move to use funds up to \$35,000 from the working capital to employ additional teacher aides to support learners during 2019.
Moved: CC
Seconded: DC
All in favor - carried
Motion:
Move to accept the 2019 draft budget with the teacher aide amendment as per previously carried motion.
Moved: SP
All in favor - carried

- Property - Cyclical Maintenance Provision Resolution
Consensus: BoT resolves to accept the cyclical maintenance plan.

- 2018 EoY data shared and Targets for 2019 discussed and decided.
Reading: 1. 85% of male students achieving at or above expected curriculum level
Writing: 1. 70% of our 2019 year 4 boys to achieve at or above expected curriculum level
Math: 1. 70% of our priority learners will achieve at or above expected curriculum

Action:

- As above

<p>2.1 E Motions</p> <p>2.2 Maori Engagement/Hui/Ha utu Review</p> <p>2.3 Policy Reviews</p>	<p>level 2. 80% of year 6 learners in 2019 will achieve at or above expected curriculum</p> <p>Strike: Move that the school is closed to enable the teacher's to undertake strike action. Moved : SP All in favor - carried</p> <p>DC - as per discussion above</p> <p>See principal's report.</p>	
<p>3. <u>Monitoring</u></p> <p>3.1 Property report</p> <p>3.2 Schoolhouse report</p> <p>3.3 Finance report</p> <p>3.4 Principal's report</p>	<p> <input type="checkbox"/> Storm Water - SH met with Mr Guy. SP and GC then arranged to meet Mr Guy and look at the drain. Suggestions are: clean trough in first instance to see if this resolves issues. SP & SH met with MoE Property Advisor - Lecister to discuss. Lecister will seek additional information regarding the drain and schools responsibility. . </p> <p> <input type="checkbox"/> 5YA - hard copies arrived today 3 December. Both have been signed by Scott and returned to MoE for signing. Once done, one copy will be returned for our files. </p> <p>Nothing to report. Next inspection in the new year.</p> <p>Financial reports as per folder. Taken as read</p> <p>Taken as read. Strategic dialogue and discussion</p>	

3.5 Health & Safety	undertaken as per above No incidents to report	
4. <u>Publicly Excluded Business</u> 4.1 Commercial Sensitivity (if required) 4.2 Personnel (if required)	N/A	
5. <u>Meeting Closure</u> 5.1 next meeting	Agenda Items: Ratification of Budget, Delegated Authorities, BoT elections, Meeting dates for 2019 11 February	

Meeting Closed: 7.14pm

Next Meeting: Monday 11 February

Certified as a true and correct record:

Signed:  Dated: 11.2.19

